



Historic Rehabilitation Program



The Historic Rehabilitation Program makes funding opportunities available for residents restoring and maintaining properties in the Local Historic Districts. The mission of the program is to financially support homeowners' restoration efforts and to preserve Cedar Rapids' historic properties.

Eligible Projects

1. Structure subject to the work must be within a local historic district or be a local historic landmark.
2. The property the structure is on must have a residential use.
3. Interior work (including inside an enclosed porch), mechanical work, electrical work, plumbing work, fences, landscaping, additions or new accessory building construction is not eligible for grant/loan.
4. Labor performed by a homeowner or contractor(s) who are not state licensed shall not be eligible for rebate.
5. No more than one grant/loan shall be awarded per address per fiscal year.
6. Grant/loan eligible work shall be consistent with what is recommended within the Guidelines for Cedar Rapids Historic Districts or the National Park Service Preservation Briefs when a contemplated activity is not addressed within Guidelines for Cedar Rapids Historic Districts.
7. Any work subject to grant/loan which began prior to historic review by the Community Development Department or Historic Preservation Commission shall **not be eligible** for grant/loan.
8. Any work subject to grant/loan which began prior to the issuance of a building permit (when such permit is required) shall **not be eligible** for grant/loan.
9. Any work subject to grant/loan which began prior to written approval from the Community Development Department to proceed, shall **not be eligible** for grant/loan.
10. Any activity or work to the structure which results in the permanent removal of ornamental or architectural detailing (including but not limited to trim, molding, and cornices) shall **not be eligible** for grant/loan. These elements may be removed to complete the activity, but shall be reinstalled in their exact location unless otherwise approved.
11. Property taxes must be current on the property which is subject to the grant/loan.
12. Work shall be completed within one year of written permission to proceed unless otherwise specified by the Community Development Department.

Eligible Activities

1. Historic window repair.
2. Window replacement when repair is not possible; replacement windows shall maintain grille patterns and exact sizing of the original window opening. Only wood windows shall be eligible for grant/loan.
3. Historic wood door refinishing/repair and subsequent re-installation of same door.
4. Replacement of a vinyl or metal front door with a wood door.
5. Painting of wood or stucco exterior, including trim around windows.
6. Front porch repair, removal of concrete entry steps or opening an enclosed front porch (using wood materials or synthetic materials simulating wood as approved by HPC).
7. Repair of any exterior wall consisting of wood, brick or stucco where the original materials are being maintained or replaced to match that of the historical material or look.
8. Underside roof element repair/maintenance of wood or historic elements visible from the exterior of the structure including, but not limited to rafter tails, cornices, roof brackets and barge boards.
9. Removal of metal/synthetic soffits and fascia and restoration or historically accurate reconstruction of wood elements including, but not limited to rafter tails, cornices, roof brackets and barge boards.
10. Removal of synthetic (metal, vinyl or aluminum) siding and restoration/reconstruction with wood lap, wood shake, hardee plank, cement board or stucco exterior.
11. Exterior chimney repair including tuck-pointing, re-flashing, reconstruction/restoration with historically appropriate/original bricks or repairs to exposed brick chimney which retain brick finish.
12. Installation of metal roofing (slate or copper only), diamond cut asphalt, or cedar shingles on roof (historical, photographic evidence or uncovered roofing materials must indicate the applicable material was once present). Architectural asphalt shingles or other equivalents thereof are not eligible for grant/loan.
13. Repair, maintenance, or if necessary, recreation of ornamentation and architectural detailing features which have documented historical evidence of being installed on the property.
14. Removal of fencing which is not recommended within the Guidelines for Cedar Rapids Historic Districts.
15. Reversal of any previous, historically inappropriate alterations.

Grant/Loan Structure

Maximum amount of the grant or loan shall be 50% of the total amount up to \$5,000.

Determination of Grant or Loan:

- a. Household Income at or above 80% area moderate income (AMI) - 0% interest loan*
- b. Household income below 80% AMI –grant

*Loan repayment subject to rules of City of Cedar Rapids Finance Department.

Process to Apply and Receive Grant/Loan

1. Submittal of a completed application for grant/loan to the Community Development Department prior to **February 1**. Applications received after February 1 will be processed on a first come, first serve basis, but only after all other on time applications have been reviewed by the Historic Preservation Commission.

No less than two written quotes/bids for work must be obtained from state licensed contractors and are due at the time of application submittal. Quotes/bids are not required if work will be completed by homeowner and is eligible to be completed by a homeowner.

2. Project review and approval of a Certificate of Appropriateness (COA) by the Historic Preservation Commission for the activities prior to grant/loan review. Review of application for grant/loan by Historic Preservation Commission and possible selection for grant/loan. Priority will be given to owner occupied structures and those who have not been awarded a grant/loan in the past three (3) years.
3. Written permission to begin on the activity which grant/loan is sought.
4. Obtain building permit for approved work from the Building Services Department if a permit is required for the activity.
5. Complete the work as approved in the written notice to proceed; submit proof of payment or receipts to Community Development Department within six months of written permission to proceed.*

*Receipts or invoice shall be for work approved as part of grant/loan only. Separate receipts or invoices shall be used to separate work or products not part of approved activities.

6. Inspection of work by the Community Development Department after the final inspection and approval from the Building Services Department (if a building permit was required). If the work was done in accordance with what was approved in the written notice to proceed, the grant/loan will be approved. The City of Cedar Rapids reserves the right to withhold grant/loan for any work done that is not in accordance with what was approved or is substandard in actual finish.
7. Receive a check of an amount in accordance with the terms of the program guidelines.

CEDAR RAPIDS

Historic Rehabilitation Program Application FY 2017

Community Development Department, 101 First Street SE, Cedar Rapids, IA 52401, Phone 319-286-5041

The following information is necessary for all those interested in participating in the Historic Rehabilitation Program. Please answer all questions and provide all attachments. Incomplete applications will not be accepted. Sections beginning with \wedge may be skipped if a Certificate of Appropriateness has previously been obtained for the work AND the work has not begun.

Owner Information	Applicant Information (skip if owner)
Name _____	Name/Company _____
Address _____	Email _____
City _____	Address _____
State _____ Zip _____	City _____
Phone _____	State _____ Zip _____
Email _____	Phone _____
Address of Property where work will occur: _____	
Project type: House <input type="checkbox"/> Garage <input type="checkbox"/> Shed <input type="checkbox"/> Fence <input type="checkbox"/> Other <input type="checkbox"/> _____	
Project description (please be as detailed as possible): _____ _____	
\wedgeLocation: Describe where (what part of building, or where on property) work will be done: _____	
\wedgeExisting Material(s): _____ _____	
\wedgeMaterial(s) Proposed: _____ _____	
Will you be permanently removing architectural detailing/ornamentation? Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please explain what you are removing and why: _____ _____	
Description of how project meets the Guidelines for Cedar Rapids Historic Districts <i>or</i> rationale for why the project is not consistent with the Guidelines for Cedar Rapids Historic Districts: _____ _____	

^ Include at least one of the following applicable materials: Physical Material(s) Sample
Product Catalog, indicating chosen product Photo of exact product which will be installed

^ For reconstruction, one of the following: Sketches Renderings Construction Drawings

I have included bids/quotes of two state licensed contractors for the project*: Yes No

*Bids/quotes not required for work done by homeowner which is eligible to be done by homeowner, but estimate of materials cost is required.

Grant or Loan Determination

Applicants with a gross annual household income at or below 80% of Area Median Income are eligible for a grant. Those above 80% of Area Median Income are eligible for a 0% interest loan.*

How many people live in your household? Please check box: 1 2 3 4 5 6 7 8+

What was your gross household income last year? Please check box:

\$0-\$42,700 \$42,701-\$48,800 \$48,801- \$54,900

\$54,901-\$60,950 \$60,951-\$65,850 \$65,851-\$70,750

\$70,751- \$75,600 \$75,601-\$80,500 \$80,501 or more

Is this a rental property or secondary home? Yes No

*80% of Area Median Income determined by HUD and varies by household size.

Application to the Historic Rehabilitation Program does not guarantee award of grant or loan. All projects are reviewed by the Historic Preservation Commission for historical appropriateness AND then award of the grant/loan is considered by the Historic Preservation Commission.

I, the owner or designated representative of the property, have read the application and acknowledge the Guidelines for Cedar Rapids Historic Districts, as they relate to my project will be used to determine if my project is approved. I also acknowledge I have read the requirements for the Historic Rehabilitation Program. I acknowledge that the information provided in this application, including all attachments, are accurate and correct, and that an incomplete application will not be accepted.

I have included the required applicable attachments with this application: Yes No

I have read the requirements for the Historic Rehabilitation Program: Yes No

Owner signature: _____

* If the area where the work on the project is not readily visible from a public right-of-way (alley or street), I authorize a staff member of the Community Development Department to come onto my property to obtain photo(s) of the area where the work will occur.

Owner signature: _____

Guidelines for Cedar Rapids Historic Districts and Historic Rehabilitation Program available at: www.cityofCR.com/HPC or by visiting the Community Development Department Office in City Hall at 101 First Street SE, Cedar Rapids, IA 52401.