

# OLD MILL HILL SOCIETY

## HISTORIC PRESERVATION GRANTS PROGRAM

### GUIDELINES

Updated September 2014

#### Grants Program

Since 2002, The Old Mill Hill Society has funded an Historic Preservation Grants Program to promote the historic preservation and restoration of properties *within the Mill Hill neighborhood\**.

This program was updated January 2008 to accommodate the exterior restoration and repair of homes within the neighborhood.

#### Grants Program Purpose/Inclusions

The grants fund the physical redevelopment and maintenance of properties in the Mill Hill neighborhood\* and priority will be given to projects in the following order:

1. Rehabilitation of a vacant property for owner-occupancy.
2. De-conversion of an inhabited house from multi- to single family use.
3. Bringing a pre-existing exterior feature into compliance with landmarks historic standards.
4. Repair or restoration of an exterior feature compliant with landmarks historic standards.

The following are some examples of projects that would be eligible under the provisions of priority #3 (above):

*\*The Mill Hill neighborhood, as defined in the Old Mill Hill Society by-laws, is the area from the Freeway East (Route 1) to the Clay Street Circle; North on the west side of Stockton Street to Front Street; Front Street to South Broad Street; and South Broad Street to the Freeway.*

- Removal of vinyl or asphalt shingles, stucco or brick face façades, and restoration of original brick, wood, or stone façade
- Replacement of vinyl clad windows with wood windows.
- Removal cement or cinderblock porches and replacement with wood, stone or wrought iron porches, whichever is in keeping with the building's design.
- Removal of paint from brick or stone surfaces.
- Removal of chain link fencing and replacement with wood or wrought iron fencing.
- The following are examples of projects that would be eligible under the provisions of priority #4 (above):
  - Repairs to compliant facades, such as repointing brick, painting wood shingles, windows and porches.
  - Replacement of wood fencing with wrought iron fencing.
  - Restoration or repair of exterior architectural features such as soffits and cornices.

## GRANT AMOUNTS, ELIGIBILITY AND APPLICATION INFORMATION

**OMHS will accept applications through October 13, 2014 and grant(s) recipients will be notified in mid-November .**

**The grants will range from \$250 -\$2,500. A grant will be given to fund a maximum of 75% of a project's cost.**

At the beginning of each calendar year, the grant program will be replenished according to the availability of funds. **For 2014, the amount available for grants is \$7500.**

Both organizations and individuals are eligible to apply. All applicants ***must be current OMHS members.*** All property owners and residents in the Mill Hill area are eligible for membership. Annual membership dues are \$10 and may be paid at the time of application if applicant is not already a member. OMHS Neighborhood Grant Committee members and OMHS Executive Board members and members of their respective households may not apply for grants.

Only one grant will be awarded to each individual or organization in any one calendar year. Applicants may also seek other grants without effect on this grant application. Residential, commercial and non-profit properties are all eligible. **Work must not have begun on the project for which the applicant is seeking a grant.** Conversion of a residential property from single to multi-family is not a permitted use of funds.

Applicants not awarded a grant during an application period may reapply during the next grant period as long as the project for which the grant is being sought has not been begun. Applications will be reviewed by a committee of OMHS members and elected officers chosen by the OMHS Executive Board. The Committee shall make a decision and notify the applicant in writing. Information within the applications will remain confidential to the Grants Committee, OMHS Executive Board and Board of Trustees. ***Only complete applications will be reviewed by the Committee.***

### **Grant Application Scoring**

Each application will be judged based on the following characteristics:

Project type (vacant property, de-conversion, landmarks compliance, restoration/repair) Impact completion of project will have on the streetscape and neighborhood Importance of the grant to the completion of the project Residency status (Mill Hill & Trenton residents given preference. For vacant property, preference is given to owners who intend to occupy the property).

Quality of applicant/contractor estimate.

The Review Committee members will individually score each application, listing any questions that will significantly influence their scoring of the application. The Committee will compile a list of questions, when necessary, and request answers to those questions from the applicant. All responses from the applicant must be made within two weeks from the date that he/she is supplied with the additional questions. Once the questions are answered and the application is re-scored, the Review Committee will make its final decision. The decision of the Review Committee is final.

### **Grant Recipient Guidelines and Responsibilities**

Recipients of grants will be required to begin work within six months of receiving the grant and complete work within 18 months of receiving the grant, except for rehabilitation of a vacant property and deconversion of an inhabited house from multi-family to single-family use, which must begin work within 12 months of receiving the grant and complete work within 24 months of receiving the grant.

All grant recipients must complete and submit a progress report to the OMHS every six months until the project is completed.

The award of grants is subject to the following conditions:

- Grant Recipient will receive 50% of grant upon submission of permit approval, including landmarks permits, and, if applicable, a signed contractor's agreement to the OMHS.
- The balance of the grant will be disbursed to recipient after the work has been completed as outlined in the grant application and in any permit applications with the city of Trenton, and upon inspection by the city landmarks commission.
- Work not undertaken within 6 month (12 months for exceptions noted above) will forfeit entire grant amount and must return portion of grant provided (50%). Work undertaken but not completed within 12 months (24 months for exceptions noted above) will forfeit portion of grant not awarded (50%).
- All forfeited grant amounts will be returned rolled over into the next Historic Preservation Grant Calendar Year.
- Grant recipient(s) allow OMHS to use his/her name, property location, grant amount, nature of grant and photographs of property for any and all OMHS publicity purposes.
- Douglas Hughes, Trenton Landmarks Commission (609-989-3528; [dhughes@trentonnj.org](mailto:dhughes@trentonnj.org)) is responsible for inspecting and enforcing the landmarks code for the City. Doug is a good resource to discuss and review historically appropriate features and requirements in the Mill Hill Historic District and entire City of Trenton.