



## City of Sedalia – Sedalia Main Streets Incentives for Historic Preservation Mini Grant Program for Awnings

### PURPOSE

The City of Sedalia - Sedalia Main Streets' Mini Grant Program is designed to assist, facilitate and encourage historically appropriate improvements to existing buildings to preserve the integrity of its character defining features while also promoting further economic success within the boundaries of the **Central Business District** (see attached map). By adhering to the Secretary of the Interior's Standards, the City of Sedalia aims to further our commitment in retaining historic setting through the rehabilitation, restoration and maintenance of our buildings and structures.

### REVENUE

This grant will provide a standard reimbursement for 50% of the cost for a building's awning up to \$5,000. Properties requiring additional funding beyond the standard reimbursement may be negotiated and are encouraged to apply. Funding is limited.

### PROCESS

Prior to receiving the Sedalia Main Streets' mini grant, applicants must receive a certificate of appropriateness. This certificate is required for exterior façade improvements on all structures located within Sedalia's Commercial Historic District and for all new construction to include primary and accessory structures within the designated historic district on the historic district map. Certificates of appropriateness are reviewed by the Sedalia Historic Preservation Commission.

The City of Sedalia's Mini Grant Program is divided into three phases which correspond with Missouri's State Historic Preservation Office criteria for access to State Rehabilitation Tax Credits. The city's Downtown Specialist is responsible for communicating with building owners and developers to ensure each of the three phases is appropriately documented and completed.

Phases include:

- Part one, documentation – City staff will work with the property owner to research and record an overview of the building's history by utilizing historic photographs, Sanborn Fire Insurance Maps, the National Register of Historic Places, among others. Following the historic documentation process, the Downtown Specialist will record the building's current front exterior condition through photographs.

- ≥ Part two, scope of work – Downtown Specialist will consult with the building owner to determine what treatments need to be done to ensure the building’s structural integrity. Additionally, the Downtown Specialist will make recommendations to the building owner to ensure the historic nature of the building’s front exterior is retained. The second portion of the Awning Mini Grant application along with the Certificate of Appropriateness application will be sent to the Sedalia Historic Preservation Commission for their review and possible approval. The Sedalia Main Streets Design Committee will then review part 1 and 2 of the Awning Mini Grant Application. If approved by the Design Committee, the building owner and the City of Sedalia will engage in a contract (see pages 2-3) to ensure agreed treatments are followed. The Downtown Specialist will work with property owner to ensure proper building permits are acquired.
- ≥ Part three, completion of work – Following the conclusion of the project, the Downtown Specialist will ensure agreed work has been upheld by the building owner through photographic documentation. If appropriate work has been completed, the City of Sedalia will provide reimbursement per agreement.

## CLASSIFICATION

For this awning mini-grant, the project will be classified as a Minimal Project. The category determines the project’s deadline for completion.

Minimal – Project determined to require minor restorative treatments including, but not limited to, painting, tuck pointing, removing graffiti, re-glazing windows, etc. Projects in need of building permits to install signage or awnings may also fall into the *Minimal* category. City staff will work with the building owner to ensure proper building permits are acquired. A project categorized as *Minimal* may also require minor repairs regarding the building’s structural integrity. Projects determined to be *Minimal* in scope are required to be completed in **4 months or less** to avoid forfeit of the City of Sedalia’s reimbursement.

## CONTRACT

During the second phase of the City of Sedalia’s Mini Grant Program, the building owner will engage in a contractual agreement with the city for **5 years**. During the life of the contract, the building owner will be subject to annual inspections to ensure maintenance is upheld. In the contract, the Downtown Specialist will make recommendations regarding appropriate maintenance activities to guarantee the awning’s integrity for years to come. Should the building owner neglect awning maintenance during the **5 years** following installation, the city reserves the right to initiate penalty claw-backs to recapture funding at prorated basis.

