

SEATTLE HISTORIC WATERFRONT GRANTS

APPLICATION DEADLINE:
OCTOBER 21, 2020

*To avoid technical problems, this application is best viewed in and completed with
Adobe Reader or Adobe Acrobat. You can download Adobe Reader for free at:*

<http://get.adobe.com/reader/>

CONTACT INFORMATION:

Jennifer Mortensen
jmortensen@preservewa.org
206-462-2999

SEATTLE HISTORIC WATERFRONT GRANT GUIDELINES

PROGRAM PARAMETERS

This grant program is supported by funds provided by the City of Seattle in satisfaction of stipulations of a Memorandum of Agreement to resolve adverse effects associated with the Alaskan Way Seawall replacement project, dated September 20, 2018. Each applicant is permitted to request up to \$25,000 in grant funds, and funding will be provided on a *reimbursement basis* only. Additional program guidelines are as follows:

- Subject property must be located within the Area of Potential Effects (APE) — see guidelines page B.
- Subject property must be an identified historic resource — see guidelines page C. Properties which are designated City of Seattle Landmarks, contributing properties in City of Seattle Landmark Districts, individually listed on the National Register of Historic Places, or contributing properties in a National Register District will receive priority consideration.
- Project must contribute to the preservation of the property through “bricks-and-mortar” facade improvements or seismic retrofitting design and planning.
- All proposed work must comply with the *Secretary of the Interior Standards for the Treatment of Historic Properties*, listed below. For more information, please visit: <https://www.nps.gov/tps/standards/rehabilitation.htm>
- All proposed work must be reviewed and approved by the Washington Trust for Historic Preservation *and* the Department of Archaeology & Historic Preservation unless it is locally designated. City of Seattle Landmarks and contributing properties in City of Seattle Historic Districts must be reviewed by the City of Seattle Historic Preservation Office and receive a Certificate of Appropriateness as required by Seattle Municipal Code (SMC) 25.12.
- Applicants must match at least 50% of the grant amount requested with cash and/or donated labor or materials.
- Reimbursable project expenses may only be incurred after entering into a contract agreement with the Washington Trust for Historic Preservation. Any project expenses incurred on or after January 1, 2020 are eligible to count toward match.
- Expenses must be properly documented to receive grant reimbursement, and the project must be completed before funding is disbursed. (*Progress payments distributed prior to full project completion may be possible on a case-by-case basis.*)
- Projects must be completed by December 31, 2021.

SECRETARY OF THE INTERIOR’S STANDARDS FOR REHABILITATION

1. *A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.*
2. *The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.*
3. *Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.*
4. *Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.*
5. *Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.*
6. *Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.*
7. *Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.*
8. *Significant archaeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.*
9. *New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.*
10. *New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*

AREA OF POTENTIAL EFFECTS (APE)

This grant program was created specifically to address adverse effects associated with the Alaskan Way Seawall replacement project, which means that funding may only go toward properties found within the determined "Area of Potential Effects" (APE). The map below shows the APE; more detailed information about the APE boundary line is available upon request.



IDENTIFIED HISTORIC RESOURCES

Address	Current Name (Historic Name)	Historic Identification*
1 Yesler Way	One Yesler Building (Bedford Hotel)	Listed NRHP (Contributing PSHD)
619 Western Avenue	Western Building	Listed NRHP (Contributing PSHD)
61 Columbia Street	Polson Building	Listed NRHP (Contributing PSHD)
925 Alaskan Way	Fire Station No. 5	Eligible NRHP
911 Western Avenue	Maritime Building	Eligible NRHP
1001 Alaskan Way	Pier 54 (Northern Pacific Railroad 3/Galbraith Dock)	Eligible NRHP
1101 Alaskan Way	Pier 55 (Northern Pacific Railroad 4/Arlington Dock)	Eligible NRHP
1201 Alaskan Way	Pier 56 (Frank Waterhouse Dock)	Eligible NRHP
1203-1207 Western Avenue	(Olympic Warehouse)	Listed NRHP
51 University Street	Pacific Net and Twine (Pacific Marine Supply)	Eligible NRHP
1301 Alaskan Way	Pier 57 (John P. Agen's Dock/ Milwaukee Dock)	Eligible NRHP
1507 Western Avenue	Fix Building	Eligible NRHP
Pike Place	Main Arcade Pike Place Market	Listed NRHP (contributing PPMHD)
2815 Elliott Avenue	Old Spaghetti Factory	Eligible NRHP
77 Yesler Way	Pioneer Square Hotel (Yesler Hotel)	Listed NRHP (Contributing PSHD)
114 Alaskan Way S.	Prudential Building	Listed NRHP (Contributing PSHD)
68 S. Washington Street	Washington Park Building (Lowman & Hanford)	Listed NRHP (Contributing PSHD)
77 S. Washington street	Lutheran Compass Center (Pacific Coast Company)	Listed NRHP (Contributing PSHD)
81 S. Washington Street	St. Charles Hotel	Listed NRHP (Contributing PSHD)
212 Alaskan Way S.	OK Hotel	Listed NRHP (Contributing PSHD)
76 S. Main Street	Boston Hotel	Listed NRHP (Contributing PSHD)
80 S. Main Street	Argens Lock & Safe Company	Listed NRHP

Please note: This list was represents the identified historic resources within the Area of Potential Effects (APE) as of 2009 that were included as an appendix in the Alaskan Way Seawall replacement project Memorandum of Agreement. If you own a property within the APE that is not listed here but you think it may be historically significant, please contact Sarah Sodt for information about significance for the local register and/or Michael Houser about significance for the state and/or national registers:

Sarah Sodt, Historic Preservation Officer
 City of Seattle
 sarah.sodt@seattle.gov
 (206) 615-1786

Michael Houser, State Architectural Historian
 Department of Archaeology & Historic Preservation
 michael.houser@dahp.wa.gov
 (360) 586-3076

* NRHP = National Register of Historic Places
 PPMHD = Pike Place Market Historic District
 PSHD = Pioneer Square-Skid Road National Historic District

ELIGIBLE EXPENSES

Expenses **eligible for grant funding** include:

- Construction costs
- Building materials
- Permitting fees
- Design and engineering services (when directly tied to a seismic retrofit plan)

Expenses **eligible as match** include expenses listed above and:

- Preservation consulting (for property assessment, landmark nomination, etc.)
- Design and engineering services (for facade improvement projects)
- Value of in-kind (donated) labor or materials

Note: Grant funds may not be used for property acquisition. Applicants must demonstrate site control for application to be complete.

EVALUATION CRITERIA

Seattle Historic Waterfront Grant applications will be evaluated based on the following criteria:

- Historic/Community Significance of Resource (20%)
- Degree of Project Urgency (20%)
- Project Adherence to Secretary of the Interior's Standards (20%)
- Project/Applicant Readiness (10%)
- Level of Community/Visual Impact (10%)
- Historical Designation of Property (10%)
- General Quality/Completeness of Application (10%)

APPLICATION SUBMITTAL

Application Deadline: **October 21, 2020**

What to Submit

Applicants are required to submit **both** hardcopy and digital versions of their grant application and related materials:

Hardcopy/physical materials should include:

- Printed grant application with original signatures
- Copies of all applicable attachments (*excluding images*)

Digital materials should include:

- Digital/fillable copy of grant application (*signatures on this copy not required*)
- Digital copies/scans of all applicable attachments
- High-resolution digital images with image captions document

How to Submit

All hardcopy application materials must be postmarked or received in person by the deadline and all digital materials must be uploaded through the website link listed below by midnight of the deadline.

Hardcopy materials: Washington Trust for Historic Preservation
c/o Jennifer Mortensen
1204 Minor Avenue
Seattle, WA 98101

Digital materials: www.preservewa.org/waterfront

APPLICATION CHECKLIST

Hardcopy/physical materials:

- Application** - Completed grant application form with original signature(s)
- Estimates** - All bids, cost estimates, or condition assessments used to develop the proposal
- Credentials** - One-page summary description of professional experience with historic buildings of selected architect(s), engineer(s), or contractor(s)
- Owner Letter** - Letter of consent from property owner with original signature(s) *(if applicable)*

For non-profit organization applicants:

- Board** - A list of board members and their affiliations
- Budget** - Annual operating budget for most recently completed fiscal year

Digital materials:

- Application** - Completed fillable grant application form *(please submit your original fillable file that is still editable—no signatures required on this document)*
- Estimates** - Digital copies/scans of all bids, cost estimates, or condition assessments used to develop the proposal
- Credentials** - Digital copies/scans of all one-page summary descriptions of professional experience with historic buildings of selected architect(s), engineer(s), or contractor(s)
- Building Images** - Up to 8 high-resolution digital images showing all accessible sides of the building
- Detail Images** - Up to 15 high-resolution digital images clearly illustrating the condition of the area(s) of the proposed work and the need for/urgency of repair. If project is a seismic planning project, please submit up to 15 general images that illustrate existing exterior and interior conditions.
- Image captions** - Text/Word document with image captions/descriptions that clearly correspond to image file names
- Owner Letter** - Digital copy/scan of letter of consent from property owner *(if applicable)*

For non-profit organization applicants:

- Board** - A digital copy of a list of board members and their affiliations
- Budget** - A digital copy of the annual operating budget for most recently completed fiscal year

SEATTLE HISTORIC WATERFRONT GRANT APPLICATION

SECTION 1 • PROPERTY INFORMATION

Current Property Name: _____

Historic or Other Property Name(s): *(if applicable)* _____

Physical Address: _____ City / State / Zip: _____

*(Note: subject property **must** be within the designated Area of Potential Effects within the City of Seattle.)*

Date(s) of Construction: *(approximate dates acceptable)* _____

Architect/Engineer/Designer: _____

SECTION 2 • OWNER INFORMATION

Name: _____ Title: *(if applicable)* _____

Affiliation: _____

Mailing Address: _____ City / State / Zip: _____

Primary Phone: _____ Secondary Phone: _____

Email: _____

SECTION 3 • APPLICANT INFORMATION (IF DIFFERENT FROM OWNER)

Name: _____ Title: *(if applicable)* _____

Affiliation: _____

Mailing Address: _____ City / State / Zip: _____

Primary Phone: _____ Secondary Phone: _____

Email: _____

(Note: If applicant is different from owner, please provide a letter from the owner indicating consent, support for the project, and acknowledgment of site control for the duration of the project as specified in "Section 12: Attachments".)

SECTION 4 • PROJECT SUMMARY

Provide a *brief* overall description of the proposed project:

After completing the budget worksheet in Section 8, these fields should auto-populate. If they do not, enter the information from the worksheet boxes outlined in blue and green respectively:

Grant Amount Requested: _____

Total Project Budget: _____

SECTION 5 · STATUS OF PROPERTY

Historical designation of property (*check all that apply*)

- Designated as a **City of Seattle Landmark** (*individually or contributing within a district*)
- Listed on the **Washington Heritage Register**
- Listed on the **National Register of Historic Places** (*individually or contributing within a district*)
- Other: _____

Original/historic use:

Current use:

SECTION 6 · HISTORICAL AND CULTURAL SIGNIFICANCE

Please describe the relative historical and cultural significance of the property for which grant funds are being requested. *Supplemental historical information/material may be included as an attachment to this application, but if you choose to submit supplemental information, a detailed summary **must also** be included here in this section.*

SECTION 6 · HISTORICAL AND CULTURAL SIGNIFICANCE *(Continued)*

SECTION 7 · PROPOSED PROJECT WORK

Based on your bids/estimates, please break the project down into no more than four individual project phases. Enter each phase on the line where indicated, the estimated cost where indicated, and in the space below, describe in as much detail as possible the techniques and materials to be used in the rehabilitation work.

The emphasis of this program is **historic preservation**, so original materials should be repaired rather than replaced and only applications detailing appropriate materials/methods in this section will be awarded grant. All work must comply with the *Secretary of the Interior's Standards for the Rehabilitation of Historic Properties*. For more information on the *Secretary of the Interior Standards*, please visit: <https://www.nps.gov/tps/standards/rehabilitation.htm>

Project phase 1: _____ Estimated cost: _____

Project phase 2: _____ Estimated cost: _____

Project phase 3: _____ Estimated cost: _____

Project phase 4: _____ Estimated cost: _____

SECTION 8 · PROJECT BUDGET

Fill out the following budget worksheet. First, list each project phase identified in Section 7. For each project phase, list its total estimated cost under “Expenses” and under the “Funding” section, show how you plan to cover those expenses with any combination of your grant request, cash, or in-kind contributions.

In-kind (donated) contributions may include labor or materials. Donated volunteer labor is valued at \$25/hour and donated professional labor is valued at the donor’s professional rate, provided the donor is providing labor related to their professional expertise. All donated labor will need to be recorded during the project through a form that will be provided. Donated materials must be materials going toward the project that the owner/applicant already has on hand or is being gifted to the project free of cost. (If materials are purchased specifically for this project, they are considered a cash expense.) Donated materials will need to be documented during the project through a form that will be provided, and grantees will need to provide a quote for the cost comparable materials, if they had were to be purchased, to demonstrate the dollar value of those donated materials.

		EXPENSES	FUNDING			
		<i>Enter the estimated cost of each project phase.</i>	<i>Enter the amount of grant funds you plan to allocate to each project phase.</i>	<i>Enter the amount of personal cash you plan to put toward each project phase.</i>	<i>Enter the dollar value of the in-kind contributions for each project phase.</i>	<i>Briefly describe what type of in-kind contributions you plan to put toward each phase including labor and/or materials.</i>
Project phases:		ESTIMATED COST	GRANT REQUEST	CASH MATCHING	IN-KIND MATCHING	<i>In-kind contribution summary:</i>
1.						
2.						
3.						
4.						
Totals:					← <i>The total match (cash + in-kind) listed here must be at least 50% of the total grant amount requested.</i>	
		EXPENSES	FUNDING			
				<i>(These final expenses and funding numbers should match!)</i>		

SECTION 9 · PROPOSED PROJECT TIMELINE & READINESS TO PROCEED

For each project phase as identified in "Section 7: Proposed Work," outline the proposed starting and completion dates. Then, indicate whether or not both the cash matching and in-kind contributions for each element are currently secured.

Project Phase:	Estimated Start Date:	Estimated Completion Date:	Is the matching funding listed in the budget currently secured?	
1 _____	_____	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2 _____	_____	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3 _____	_____	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
4 _____	_____	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No

If any cash matching or in-kind contributions are not presently secured, briefly explain the proposed plan for securing the funds/donations necessary to implement the project before the proposed start date of the project.

SECTION 10 · PUBLIC BENEFIT

One of the purposes of this program is to promote and preserve Seattle's historic and cultural heritage through historic preservation for the benefit of the public. This can include long term preservation, visibility of the buildings from public roads and water ways, and/or occasional public access for special events or tours.

A. Is the property regularly or occasionally open to the public? If so, describe on what conditions and estimate approximately how many public visitors the property receives annually.

B. Is the historic and cultural significance of the property interpreted on-site for the public to experience? If so, describe.

C. Has the property been included in public tours, hosted school groups, or provided other educational opportunities that express the history and significance of the property? If so, describe.

D. How will the proposed project affect the public access to this property when complete?

SECTION 11 · ADDITIONAL INFORMATION

If needed, please provide any additional information you would like to communicate pertaining to the proposed project, scope of work, and the overall preservation of the property.

SECTION 12 · ATTACHMENTS

Please include the following with your application:

1. **Estimates** - Any bids, cost estimates or condition assessments, etc. used to develop the project proposal
2. **Credentials** - A one-page summary of experience/credentials of selected architects, engineers, contractors, etc., with a focus on working with historic buildings
3. **Building images** - Up to 8 high-resolution digital images showing all accessible sides of the building
4. **Detail images** - Up to 15 high-resolution digital images clearly illustrating the condition of the area(s) of the proposed work and the need for/urgency of repair (*if project is a seismic planning project, please submit up to 15 general images that illustrate existing exterior and interior conditions*)
5. **Image captions** - Text document with image captions/descriptions that clearly correspond to image file names
6. **Owner letter** - Letter from the property owner indicating consent, support for the project, and site control for the duration of the project (*applicable only if the property owner is not the applicant*)

For non-profit organization applicants, please also include:

7. **Board** - A list of board members and their affiliations
8. **Budget** - Annual operating budget for most recently completed fiscal year

SECTION 13 · CERTIFICATION

I certify to the best of my knowledge that the information provided in this application is complete and accurate.

Owner

If the legal owner of the property is an individual(s):

Owner's Signature: _____ Date: _____

Owner's Printed Name: _____

Co-owner's Signature: *(if applicable)* _____ Date: _____

Co-owner's Printed Name: _____

If the legal owning entity of the property is an LLC or other organization/entity:

Name of Owning Entity: _____

Representative's Signature: _____ Date: _____

Representative's Title: _____

Representative's Printed Name: _____

Applicant

If the person submitting this application is different than the legal owner:

Applicant Signature: _____ Date: _____

Applicant Printed Name: _____

Applicant's Relationship to Owner: _____

Note: Application will not be accepted without original signatures.