

Historic District Upper Story Residential Grant Application Guidelines

The purpose of the Historic District Upper Story Residential Grant is to provide a financial incentive to historic downtown Winchester property owners, to improve their buildings while retaining the historic character of the district. The Upper Story Grant will match 25% of eligible improvements up to \$3,000.00 per fiscal year, per residential unit. The intention of this program is to provide financial resources to encourage fair, clean and dignified residential living facilities in downtown Winchester. Applicants will send in the application, with required documentation. Once the grant(s) are approved, turn in receipts to receive funds. Grants are funded by the Downtown Development Investment Fund (DDIF).

Eligible Improvements

- Structural renovations to facilitating the apartment/residence, including (but not limited to) walls, electrical updates or installations, removal of existing materials (in tandem with finished renovations), plumbing updates, adding or updating HVAC systems, adding or updating sprinkler systems.
- The grant is to reimburse costs for labor and materials only.
- Other improvements not listed above may qualify on a case-by-case basis by the DDIF Committee.

Program Parameters

- Historic District Upper Story Residential Grant will match 25% of eligible improvements up to \$3,000 per fiscal year, per residential unit.
- Properties are eligible to receiving Upper Story Residential Grants, for up to three (3) units, per fiscal year. You must submit an application for each unit.
- The building must be located within the Downtown Historic District (see map).
- Completed applications must be submitted to and approved by the DDIF Committee preferably prior to commencement of work. Retroactive grants are available to projects completed 1 year prior of submission. Paint, window treatments and acoustic ceilings are not eligible for this grant.
- Verification of the Roof's age and condition to be certified and submitted along with this grant's application. Upper Story Residential Grants will not be issued to buildings with faulty roofing systems.
- First floors and basements are not eligible for this grant.

- Verification of project completion must be submitted and approved within one hundred and eighty (180) days from the date the Upper Story Residential Grant application is approved. Appeals for extensions must be filed no later than thirty (30) days from expiration of the above deadline, and may be granted at the discretion of the DDIF Committee.
- Once project is completed, applicants must submit an “end-of-project” summary including applicable receipts, work orders and photographs, which will be verified on-site by the WF Executive Director or a representative from the DDIF Committee.
- Applicants shall comply with all applicable building codes and the Winchester Zoning Ordinance, and remain in compliance. Failure to do so will result in immediate forfeiture of all grant monies awarded, or mandated reimbursement of grant monies received.

Summary

All decisions relating to awarding Historic District Upper Story Residential Grant monies are made according to the above criteria. Grants will be awarded as funds are available, and upon DDIF Committee review and approval. Applicants will be notified in advance, the date the DDIF Committee will meet, and are welcome to attend. Priority consideration will be given to applicants who meet the following criteria:

1. A financial commitment from the property owner to complete improvements at or above the 25% match fund of the Historic District Upper Story Residential Grant.
2. Rehabilitation will match or exceed current residential code requirements.
3. Date by which the completed project will be added to the current downtown inventory of available residences.

Total renovation grant funds available will be limited to \$18,000.00 per fiscal year, per building. For questions related to the submission of a Upper Story Grant Application, contact Winchester First Director Cameron Correll at ccorrell@winchesterky.com. Since this application utilizes public grant monies, please submit all questions relating to the grant application or parameters to the Director at email listed above.

Historic District Overlay Map



Base data provided by the office of Clark County Geographic Information System (CCGIS) Consortium, September 2014