

Historic Building Investment Toolbox



So you bought a building in historic, downtown Winchester, Kentucky.
Now what?

Inspect and Plan

Congratulations on a worthwhile investment!

Winchester's downtown has a wealth of historic buildings that are 120+ years-old. Well-maintained buildings can last another 120 years. Beautiful Victorian façades, wood flooring, tin ceilings, ornamental glass, skylights, antique doors and moldings, are just some of the fine features you may discover in your building. You are beginning a journey to save part of our city's history for future generations.

Some buildings may require extensive repair. An architect and/or builder-contractor can help you establish a budget (signed/sealed documents by a licensed architect may be required, check with the local building department before you start construction) It is important to learn about the features and original construction before renovation begins—whether you do the work yourself or hire contractors. Be sure to carefully evaluate prior to closing (remember to wear appropriate safety gear). Factors to consider as you begin your project:

Roof and Gutters

Evaluate ceilings and attic for signs of leaks.
Check condition and capacity of gutters.

Structure

Are the floors or ceiling sagging? (Do not walk on soft spots!)
Do you see any water or fire damage? If you are unsure about the structural integrity, contact a structural engineer to review your building. It can be costly to discover structural problems after you have begun work.

Plumbing & Sewer

Evaluate the age and condition of the pipe. Much of the plumbing can be viewed in the basement or crawlspace. A plumbing contractor can determine how much will need to be replaced/repaired.

Before
& After



"A new paint scheme helped give our building a fresh look."





Electric

Your electrician can help you evaluate the age and condition of the wire. Some of the electric can be viewed in the basement or crawlspace. Cloth-covered wiring should be replaced. Avoid using exposed wiring conduit on the outside of walls to retain a historic and tidy look. Moldings, wainscoting and chases can be built to hide wiring.

Heating, Ventilation and Air Conditioning (HVAC)

A HVAC contractor can help you determine the condition of the existing units or how to install new. Try to run ductwork in the attic or basement/crawlspace as much as possible to preserve the historic integrity of your building.

Windows & Doors

Historic wooden windows and doors (including hardware) add to the beauty of the building. If replacement is necessary, use the same style of exterior grids.

Floors, Ceiling, & Walls

Wood floors might be covered by another flooring material. Take care in removing those materials if you wish to save the floor. Many old wood floors can be repaired and sanded. Carefully save wood flooring you are removing to patch and match other areas.

Plaster walls and ceilings may have wallpaper and peeling paint, but be in otherwise good condition. Plaster is a very durable and sound-deadening material. Steam and scrape the paper from the plaster. If the plaster is in very poor condition it may have to be repaired or replaced. Also the plaster offers fire separation qualities, so don't remove any plaster until you have discussed this with your architect.

External Surfaces

Look for rotting wood, loss of mortar or broken brick. Be sure to use historic mortar mix when repairing or replacing mortar (lime and sand) to prevent breaking old brick. Historic, unpainted brick façades are not allowed to be painted. Storefronts, awnings and glass should be reviewed.

Before and After



"Necessary repairs provided an opportunity for an upgrade in look and function."



Codes and Requirements

How much of this project do you plan on doing yourself versus hiring contractors? (Note: any contractor performing work in Winchester is required to have a local business license, so include that in your requirements when meeting with contractors)

Always check with the Winchester Building Department to find out what Building Code the city of Winchester is currently using. Many of the codes are updated every couple of years, and this will affect your remodel—specifically the energy code.

Building Permits and Codes

You will need a Building Permit before you begin. See Planning & Zoning requirements for a Building Permit Application. Meet with your architect, general contractor and any other subcontractors that may need to be involved.

Schedule a preliminary meeting with the Winchester Building Department to review your plans. They will help you move in the right direction. Projects in the Downtown Commercial District likely will fall under the existing building code. Confirm with the Winchester Building Department.

Historic Guidelines

All projects in the Downtown Commercial District must comply with the Historic Guidelines of Winchester. For guidelines visit:

www.winchesterky.com/DocumentCenter/View/395

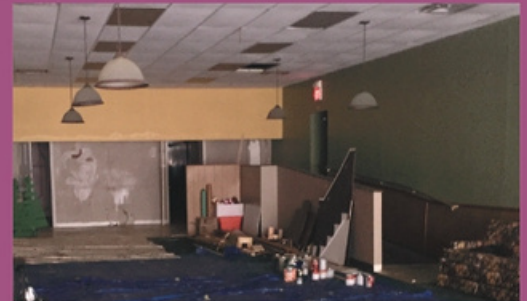
Safety

Fire suppression: Will you be required to install fire suppression in the building? If so, what type? Local code based on size and use of the building will determine requirements. Contact Winchester Municipal Utilities about meter and water tap fees.

Fire Alarm: What type of fire alarm will you be required to install in the building?

Hazardous materials: It is recommended to conduct environmental tests for mold, lead-based paint and asbestos, be sure to remove or encapsulate these items safely. Wear appropriate safety equipment. ALWAYS make safety a priority.

Before and After



"Once we pulled up layers of carpet and tile we found original wood flooring."





Financial Assistance

Construction Loans

Many financial institutions offer construction loans. Visit a local bank or credit union to see what terms they can offer you to help with this process.

Historic Tax Credits

Most of the buildings in downtown Winchester are eligible for Historic Tax Credits. Visit www.ky.gov for more information.

DDIF (Downtown Development Investment Fund) grants:

Façade Grants

Upper Story Residential Grants

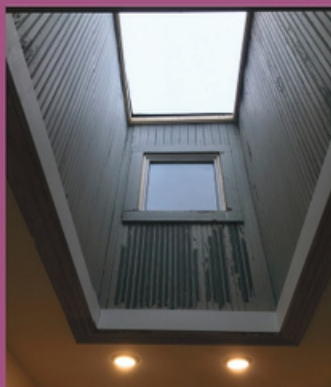
Roof Stabilization Grants

New Business Grants

Visit: winchesterfirst.org/resources/for-building-owners/

Before and After

"We found an original skylight that had been roofed-over and ceilinged-under. It also has a window from the third floor into the skylight."



Before and After



"The enclosed courtyard was a challenge, but transformed into a lovely outdoor room."



Build

Whether you hire a general contractor to run the project or hire subcontractors yourself, the following project timeline may help you:

1. Evaluation and Planning

A thorough evaluation will help you establish a budget (add at least 25% for contingencies).

2. Design

An architect can help you design the space for your intended use. Signed/sealed documents by a licensed architect may be required. Check with the local building department before you start construction. If you do not use an architect, seek advice about utility and structural requirements from your subcontractors.

3. Before Photos

If you are applying for grants, you will need complete photographic documentation. Photos during the process also can be useful.

4. Roof and Structure

A good roof is an essential early step. If water has been leaking into the building, there may be damage on each floor (possibly down to the basement). A structural engineer's advice may be needed.

5. Careful Demolition

Make sure items you wish to keep are protected during demolition and building, to avoid added time and expense.

6. Framing

Meet with electric, plumbing and HVAC contractors prior to framing to determine code requirements.

7. Rough-In Installation

Electric, plumbing and HVAC are installed inside walls and ceilings followed by a rough-in inspection for each. BE CAREFUL structural joists are not cut into until you know the restrictions for historic structures. Contractors sometimes are not familiar with the restrictions. A structural engineer can specify if and how.

8. Drywall or Plaster installation

Be sure all the internal utilities are complete before drywall (or plaster) begins.

9. New Flooring and Tile Installation

10. Install Fixtures

Cabinets, vanities, toilets, tubs, water heaters should be in place.

11. Prime and Paint Ceilings

Paint the before ceiling-mount light fixtures are installed.

12. Final Electric and Final Plumbing

13. Painting and Floor Finishing

It's tempting to start finishing too early. Be sure most other work is done.

14. Final Photos

Take pictures from the same angle as the before photos.



Community

Invest some time getting involved in the friendly Winchester community.

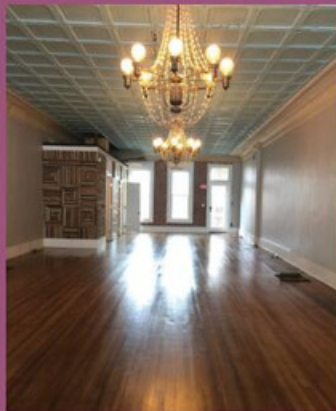
Meet your neighbors, tell them what you intend to do. They may have helpful information about your building and its history.

Get involved. Join local organizations such as the Chamber of Commerce. Attend and support local events and festivals.

Support local business and contractors.

Take advantage of social media to learn more about the community.

Before and After



"We reinstalled windows at the back of the building which brought in beautiful light."

Important Contacts:

Winchester Building Inspection:
winchesterky.com
(859)744-7019

Winchester Municipal Utilities
wmutilities.com
(859)744-5434

Kentucky Utilities
lge-ku.com
(800)981-0600

Kentucky American Water
amwater.com
(800)678-6301

Columbia Gas
columbiagasky.com
(800)432-9345

Kentucky Heritage Council
(historic tax credits)
heritage.ky.gov
(502) 892-3613

Winchester First
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