



Ohio

Historic Preservation

Tax Credit

Pipeline Pilot Initiative & Round 10 Application

Heritage Ohio Webinar

February 13, 2013

Ohio

**Development
Services Agency**



OHIO HISTORICAL SOCIETY

Ohio Historic Preservation Office

Agenda

- Overview
- Pipeline Pilot Initiative
 - Introduction
 - Project Types
 - Application
 - NR Questionnaire
- Round 10 Application
 - Components
 - Scoring



Ohio Historic Preservation Tax Credit

- 25% tax credit to encourage owners and long-term lessees to rehabilitate historic buildings
- Competitive program requiring an application prior to undertaking rehabilitation
- Can be used with the 20% federal program
- Administered in partnership with:
 - Ohio Historic Preservation Office (OHPO)
 - Review eligibility as 'historic building'
 - Review rehabilitation plans
 - Ohio Department of Taxation (ODT)



Pipeline Pilot Initiative

- Technical assistance and small grants to plan and prepare historic properties for rehabilitation
- Primary goal of the initiative is to develop a pipeline of properties eligible for the OHPTC program
- OHPTC requires properties to qualify as a 'historic building' at the time of application
- Nominating buildings and districts targeted for redevelopment is a good first step toward advancing rehabilitation projects
- \$90,000 for 18 month pilot

Definition of 'Historic Building'

- 'Historic building' definition for OHPTC purposes means the property meets any of these:
 - Individually listed on National Register
 - Contributes to National Register Historic District
 - Contributes to NPS Certified Historic District
- OR
 - Local landmark in Certified Local Government (CLG)
 - Contributes to CLG Local Historic District
- Properties with only CLG designation are not eligible for federal program
- National Register is the focus of the Pipeline Initiative

Pipeline Project Types

A. National Register Nomination for Individual Building

- Grant up to \$4,000 for third-party research and consulting to nominate a building
- Must have support of property owner

B. National Register Nomination for a Historic District

- Grant up to \$8,000 for third-party research and consulting to nominate OR amend a district
- Must have support of majority of property owners and local jurisdiction

Pipeline Project Types

C. NR Integrity Investigation of an Individual Building

- Grant up to \$8,000 for brick and mortar activities to the exterior of a building to reveal intact historic materials (e.g. remove a non-historic façade)



Pipeline Project Types

D. Multiple Property Planning for an Area

- Grant up to \$8,000 for third-party research and consulting to complete a National Register Multiple Property Documentation form
- Form is intended to facilitate nomination of buildings or districts in a specified area or context
- Must have recommendation from OHPO to pursue
- Not expected to be a central focus of initiative

Pipeline Application Process

- Two-part application process:
 - 1) National Register Questionnaire
 - 2) Development Application
 - Project Budget & Description
 - Property Owners Support (Type A, B, & C)
 - Jurisdiction Support (Type B)
 - Redevelopment Potential Narrative
 - Make the case that the property or properties have potential for commercial or multi-family house redevelopment using OHPTC

Pipeline Funding Determinations

- Complete applications will be funded first-come; first served, based on funding availability
- In order to reach a greater number of communities, only one application will be funded from a jurisdiction every two consecutive quarters (every six months)
- Applications not funded because of funding availability or jurisdictional location will be retained for six months in the event funding becomes available
- Development reserves the right to not approve any application not judged to have sufficient commercial or multi-family housing redevelopment potential

National Register Questionnaire

- Preliminary step to determine if properties qualify for nomination to the National Register of Historic Places
- Designed to gather basic information about the property's age, history, and current appearance
- National Register Questionnaires reviewed weekly by a team of Ohio Historic Preservation Office staff
- Provide written recommendation – proceed with a National Register nomination, need more information, or property is not a strong candidate for nomination
- National Register Questionnaires (Individual Property, Historic District) available at www.ohiohistory.org or 614-298-2000

National Register Questionnaire

- AGE
 - Property is 50 years old or older
 - Properties less than 50 must have ***exceptional significance***
- SIGNIFICANCE
 - A. Event or broad pattern of events
 - B. Persons important in our past
 - C. Architectural merit
 - D. Yield important information
- INTEGRITY
 - Location, Design, Setting, Materials, Workmanship, Feeling, Association

National Register Questionnaire



Ohio Historic Preservation Office

National Register of Historic Places
Preliminary Questionnaire **Individual Property Form**

This questionnaire is designed to help us help you determine whether a property is likely to qualify for nomination in the National Register of Historic Places. To nominate archaeological sites in the National Register, contact the Archaeology Survey and Data Manager at the Ohio Historic Preservation Office, (614) 298-2000. For all other properties, complete steps 1-7, and then return this form to the Ohio Historic Preservation Office. To submit information regarding a potential historic district, please complete the National Register of Historic Places Preliminary Questionnaire Historic District Form.

Step 1: Answer These Questions

Is your property at least 50 years old?

Yes No

Does it still have historical integrity (important aspects of its original appearance and character)?

Yes No

Is it significant in local, state, or national history?

Yes No

If your answer to one or more of the above questions is no, the property is unlikely to be eligible for listing on the National Register of Historic Places, and you do not need to fill out the rest of this form.

If you answered yes to all three questions, go to Step 2.

Step 2: Tell Us About The Property

1. In what county is it located?

2. What is the property's address?

Street Address _____

City _____ State _____ Zip Code _____

3. What is the name and address of the owner?

Street Address _____

City _____ State _____ Zip Code _____

4. If you're not the owner, have you been in contact with the owner?

5. Briefly describe the structure(s).

6. Draw the floor plan.

First Floor

Second Floor or Typical Upper Floor

Floor plans may be copies or hand drawn

Step 3: Pick One Reason Why the Property Should Be Listed on the National Register – A, B, C, or D. Answer the Questions In That Box, Then Go On to Step 4

A property can be listed on the National Register of Historic Places for one of four reasons or criteria. Of the following criteria – A, B, C, or D – which one best describes the property? Complete the questions inside one of the boxes (A, B, C, or D) then go on to Step 4.

Criterion

A

The property is associated with events that have made a significant contribution to the broad patterns of our history.

Example: A building that played an important role in the history of transportation in your community.

Who built the property?

What was its original function?

How is its history associated with major historical developments in the community?

How did the pattern of events associated with the property contribute to the development of the community?

Go to Step 4

OR
Criterion

B

The property is associated with the life of a person or people important in our past at the local, state, or national level.

Example: The only remaining house of the founder of a company important in your community.

With what important person or people is this property associated?

What makes this person or these people important in local, state, or national history?

During what time period did this person or these people gain importance?

What was the property's association with this person or these people during this time period? (examples: home, business, school, etc.)

Go to Step 4

National Register Questionnaire

or
Criterion

C

The property has the distinctive characteristics of a type, period, or method of construction, represents the work of a master, possesses high artistic values, or represents a significant and distinguishable entity whose components may lack individual distinction (e.g. a historic district).

Example: The only example of a Gothic Revival style house.

What architectural style, building type or method of construction does the property represent?

What are the distinctive features of the property that are associated with this architectural style, building type, or method of construction?

Go to Step 4

or
Criterion

D

The property has yielded, or may be likely to yield, information important in prehistory or history. This criterion typically applies to archaeological sites.

Example: An archaeological site that offers information about the lifeways of previous cultures.

In order to list archaeological sites in the National Register, contact the Archeological Manager at the Ohio Historic Preservation Office, (614) 298-2000

Go to Step 4

Step 4: Tell Us About The Property's History

- How many structures are there on the property? When, to the best of your knowledge, was each one built?
- What changes have been made to the building(s), and, if you know, when did they occur? (examples: additions, new windows, siding, roof, etc.)
- What are the names of the original and subsequent people or business(es) that occupied the property? Include the dates when they occupied the property, if you know.
- If the property represents the work of an architect, builder, designer, or artist, whose work is it?
- Where have you found historical information about this property? (examples: city or county records, newspaper articles, books, etc.)

Step 5: Answer These Questions About the Property's Condition

- Is the property on its original site?
- What are the important features of its setting? Are they intact?
- What major historic materials does the property retain? (examples: wood siding, slate shingles, decorative trim)
- Have any major historic materials been removed or covered with asbestos, aluminum, or vinyl siding?
- Does the property retain the major features of its design and function such as the basic shape, room arrangements, and window and door openings?

Step 6: Take These Photos

Enclose the following photos of the property as they appear today. Recent color snapshots are fine.

Outside

- Front
- Sides
- Back

Inside If Assessable

- Pictures of the main rooms or public spaces, such as the Hall, Living Room, Dining Room, Lobby, Ballroom, Auditorium, Classroom, etc.

Old Photographs

- If you have photographs that show how this property looked at an earlier time, sending photocopies may help us better advise you on its National Register eligibility. Please do not send original historic photos.

Additional photos may help us better help you. If the property has any of the following features, or other features you think are interesting, consider sending photos of them, as well:

- | | |
|---|---|
| <input type="checkbox"/> Front Door and Door Frame | <input type="checkbox"/> Ornamental Plaster |
| <input type="checkbox"/> Window and Window Frame | <input type="checkbox"/> Old Lighting Fixtures |
| <input type="checkbox"/> Ornamental Details | <input type="checkbox"/> Vintage Equipment |
| <input type="checkbox"/> Cornerstone | <input type="checkbox"/> Tower, Steeple, Dome |
| <input type="checkbox"/> Stained Glass | <input type="checkbox"/> Old or New Alterations |
| <input type="checkbox"/> Barns, Stables, Outbuildings | <input type="checkbox"/> Sarcophagi |
| <input type="checkbox"/> Iron, Wire, or Wooden Fences | <input type="checkbox"/> Mantels |
| <input type="checkbox"/> Gardens, Terraces, Setting | <input type="checkbox"/> Fine Woodwork |

Step 7: Send Us Your Completed Questionnaire

Please do not put questionnaire in folder or binder

Ohio Historic Preservation Office
800 E. 17th Avenue
Columbus, OH 43211-2474

After looking over your questionnaire, we'll contact you to let you know whether the property appears to be eligible for the National Register or not. Please give us the address at which you'd like to be contacted.

Name _____

Address _____

City _____ State _____ Zip Code _____

Phone (____) _____ FAX (____) _____

E-Mail Address: _____

Remember to include photographs of interior spaces, architectural features, and details

National Register Questionnaire



Ohio Historic Preservation Office

National Register of Historic Places
Preliminary Questionnaire **Historic District Form**

This questionnaire is designed to help you determine whether a **historic district** is likely to qualify for nomination in the National Register of Historic Places. To nominate archaeological sites in the National Register, contact the Archaeology Survey and Data Manager at the Ohio Historic Preservation Office, (614) 298-2000. To submit information regarding an **individual** historic resource, please complete the **National Register Preliminary Questionnaire for Individual Properties**.

Step 1: Answer These Questions

Are the majority of the properties in the district at least 50 years old?

Yes No

Do the majority of properties still have historical integrity (important aspects of their original appearance and character)?

Yes No

Is the district as a whole significant in local, state, or national history?

Yes No

If your answer to one or more of the above questions is no, the property is unlikely to be eligible for listing on the National Register of Historic Places, and you do not need to fill out the rest of this form.

If you answered yes to all three questions, go to Step 2.

Including a sketch map showing the proposed district boundary is a must!
Also helpful to indicate likely contributing and non-contributing properties

Step 2: Tell Us About The Historic District

1. In what county is it located?
2. What are the approximate boundaries for the district?

City _____ State _____ Zip Code _____
3. Have the property owners within the proposed boundary been involved in discussing possible National Register nomination?
4. Briefly describe the district; is it primarily residential, commercial, industrial?

5. On a separate sheet of paper, provide a map of the historic district that illustrates the potential boundary of the district, location of contributing and non-contributing properties and a north arrow.

Be sure that streets and roads are identified on the map. If there are other National Register or locally designated historic districts in your town, show them on the same map or provide a separate map of your community or city in which they are illustrated.

Step 3: Pick One Reason Why the Historic District Should Be Listed on the National Register – A, B, C, or D. Answer the Questions In That Section, Then Go On to Step 4

A district can be listed in the National Register of Historic Places for one of four reasons or criteria. Of the following criteria – A, B, C, or D – which one best describes the district? Complete the questions inside one of the sections (A, B, C, or D) then go on to Step 4. (Use continuation sheets if necessary)

Criterion A The historic district is associated with events that have made a significant contribution to the broad patterns of our history.

Example: A downtown district representing a town's growth as the commercial focus of the surrounding agricultural area.

What are the origins and key events associated with the development of the district?

How is the district history associated with major historical developments in the community?

How did the pattern of events associated with the district contribute to the development of the community?

Think about the entire historic district and provide information about its overall history and significance

Criterion B The historic district is associated with the life of a person or people important in our past at the local, state, or national level.

Example: A residential neighborhood where most of the managers of an important local company lived and where several of the individuals were key employees directly responsible for the growth and expansion of the company.

With what important person or people is this district associated?

What makes this person or these people important in local, state, or national history?

During what time period did this person or these people gain importance?

How was this district associated with this person or persons?

Go to Step 4

National Register Questionnaire

OR
Criterion

C

The historic district has the distinctive characteristics of a type, period, or method of construction, represents the work of a master, possesses high artistic values, or represents a significant and distinguishable entity whose components may lack individual distinction.

Example:

A district encompassing a residential neighborhood developed between 1820 and 1910, characterized by buildings of various styles and types.

What are the physical features and characteristics that distinguish the district? What architectural styles, building types or methods of construction does the district represent?

What are the distinctive features of the district that are associated with specific architectural styles, building types, or methods of construction?

Has an architect, builder or developer been identified as associated with the district?

How does the existing district physically embody its historic significance?

Go to Step 4

OR
Criterion

D

The historic district has yielded, or may be likely to yield, information important in prehistory or history. This criterion typically applies to archaeological sites.

Example: An archaeological site that offers information about the lifeways of previous cultures.

In order to list archaeological sites in the National Register, contact the Archaeological Manager at the Ohio Historic Preservation Office, (614) 298-2000.

Go to Step 4

Step 4: Tell Us About the Historic District's History

1. Approximately how many buildings, structures, sites or objects are within the district? What is the time span of their construction? How many of the buildings contribute to the significance of the district?
2. What changes have been made to the buildings, and, if you know, when did they occur? (examples: additions, new windows, siding, roof, altered storefronts, etc.)
3. Are there historically significant landscape or streetscape features that contribute to the significance of the district?

Step 5: Answer These Questions About the Historic District's Condition

1. Are the historic landscape features and street layout intact?
2. What are the important physical features of the district? Are they intact?
3. What major historic materials do the majority of the properties retain? (examples: wood siding, slate shingles, decorative trim)
4. Have any major historic materials been removed or covered with asbestos, aluminum, or vinyl siding? How have intrusions and non-contributing structures and buildings affected the district's ability to convey a sense of history and significance?

Step 6: Take These Photos

Enclose the following photos of the property as it looks today. Recent color snapshots are fine. Please include: streetscapes that show building fronts and how they relate to each other, images of landmark or particularly intact properties and representative images of properties that are new construction or have been altered and likely would not contribute to the significance of the district.

Old Photographs

If you have photographs that show how the district or individual properties looked at an earlier time, sending photocopies may help us better advise you on its National Register eligibility. Please do not send original historic photos.

Additional photos may help us better help you. If the district has any of the following features, or other features you think are interesting, consider sending photos of them, as well:

- Old Lighting Fixtures
- Fountains, Statues
- Iron, Wire, or Wooden Fences, historic walls or stairs
- Gardens, Terraces, Setting

Step 7: Send Us Your Completed Questionnaire

Please do not put questionnaire in folder or binder. Mail to:

Ohio Historic Preservation Office
800 E. 17th Avenue
Columbus, OH 43211-2474

After looking over your questionnaire, we'll contact you to let you know whether the property appears to be eligible for the National Register or not. Please give us the address at which you'd like to be contacted.

Name: _____
Address: _____
City: _____ State: _____ Zip Code: _____
Phone: (____) _____ FAX: (____) _____
E-Mail Address: _____

Provide information about changes to the historic district and include photo images of the new or altered properties as well as the standout historic buildings

OHPTC Round 10

- Application and Policies are posted online:
http://development.ohio.gov/cs/cs_ohptc.htm
- Timeline
 - Applications Due: **April 2, 2013**
 - Application Review Period: **April 3 - June 18, 2013**
 - Award Announcement: **on or before June 30, 2013**
- \$30 million base allocation available
- Application and Self-Score Sheet are within one fillable PDF for submission

OHPTC Application

- Required Pre-Application Meetings with both:
 - Office of Redevelopment
 - Ohio Historic Preservation Office (OHPO)
- Application Fee on a sliding scale (\$50-\$2,000)
- Applicants must submit two (2) hard copies and one (1) digital copy of the application
- Three sections:
 - Section A – Eligibility
 - Section B – Rehabilitation Information
 - Section C – Scoring Criteria (100 points total)

Section A

- A1 – Authorized Representative Declaration
- A2 – Authorization to Release Tax Information
- A3 – Project Information Summary
 - Provide key Financial Information
 - a) Total Project Investment (every costs from acquisition thru completion)
 - b) Remaining Investment to Complete Project (only costs moving forward)
 - c) Estimated Qualified Rehabilitation Expenditures (QREs)
 - d) OHPTC Requested (tax credit requested, usu. 25% of QREs up to \$5 million)
- A4 – Description and Scope of Project

Section A

- A5 – Proof of Ownership or Leaseholder Interest
 - If an owner, provide a property deed, auditor's card, or executed closing documents for all parcels
 - If a qualified lessee, provide an executed lease agreement (min. 27.5 years for residential or 39 years for nonresidential)

- A6 – Major Factor
 - Major Factor – no work beyond stabilization or abatement
 - Increased Investment – not more than 25% through QREs; make commitment to increase total investment

- A7 – Pre-Application Meetings

Section B

- B1 – Historic Building Designation
 - Indicate how the building is eligible as a ‘historic building’
 - Historic designation must be effective by the application date
 - CLG listings documentation:
 - Individual – signed/dated ordinance establishing the listing
 - Historic District – signed/dated ordinance establishing the listing, a boundary map, and letter from the CLG contact indicating that the property contributes to the district

- B2 – Historic Rehabilitation Information
 - State (OHPTC) Only – Ohio Parts 1&2 or cover sheet
 - Combined State & Federal – Federal Part 1 and Part 2 cover sheets only

Section C – Criteria A

Regional Distributive Balance

- C1 – Jurisdictional Balance (8 pts.)
 - Priority to jurisdictions with fewest previous OHPTC awards
 - Reference Appendix 1
- C2 – County Per Capita Balance (7 pts.)
 - Priority to counties with lowest per capita OHPTC awards
 - Reference Appendix 2



Section C – Criteria A

Regional Distributive Balance

- C3 – Benefit to Low-Income in Jurisdiction (5 pts.)
 - Priority to jurisdictions with highest poverty
 - Reference the U.S. Census Bureau’s American FactFinder site
 - Now using 2011 ACS 5-year estimates

- C4 – Benefit to Low-Income in Census Tract (5pts.)
 - Same as C3 for census tracts

- C5 – Benefit to Unemployed in County (5 pts.)
 - Priority to counties with highest unemployment relative to Ohio
 - Reference Appendix 3

Section C – Criteria B

Potential Economic Impact

- C6 – Leverage Investment (10 pts.)
 - Priority to projects that leverage additional private investment
 - Calculation:
$$\text{Total Project Investment} / \text{OHPTC Requested} = \text{Ratio}$$

- C7 – Financing Secured (15 pts. – Significant Indicator)
 - Priority to projects with greatest amount of financing in place
 - Document all sources of financing in place
 - OHPTC and Federal tax credits are recognized at full value (no equity reduction)

Section C – Criteria B

Potential Economic Impact

- Financing Secured Documentation requirements:
 - **Private Financing**
 - Term Sheet
 - Executed Loan Agreement
 - Commitment Letter (not a letter of interest)
 - **Public Financing**
 - Ordinances, development agreements, approval letters, etc.
 - Specific requirements for new markets, HUD, and LIHTC
 - **Developer Equity**
 - Commitment letter from developer AND documentation from bank or accountant verifying funds

Section C – Criteria B

Potential Economic Impact

- C8 – Timeliness to Completion (5 pts.)
 - Priority to 24-month (non-staged) over 60-month (staged) projects
 - Provide a project schedule
- C9 – Physical Scope and Construction Jobs (10 pts.)
 - Priority to larger projects (measured in total square feet) to maximize construction employment
 - Provide a site plan, auditor's card, or architectural drawings cover sheet from a third-party

Section C – Criteria B

Potential Economic Impact

- C10 – Local Participation/Support (5 pts.)
 - Priority to projects with support from local jurisdiction or county
 - Three levels can be demonstrated:
 1. Financial Commitment (5 pts.)
 - Tax abatements, grants, loans, infrastructure, streetscaping, fee waivers, property donation, etc.
 - $\geq 3\%$ of Remaining Investment
 2. Resolution of Support (3 pts.)
 3. Letter of Support (1 pts.)



Section C – Criteria B

Potential Economic Impact

- C11 – Vacant Property
(15 pts. - Significant Indicator)
 - Priority for underutilized or vacant properties
 - Measured one (1) year before application submission deadline (April 2, 2012 for Round 10)
 - Provide a floor-by-floor table detailing vacancy; if 100% vacant, only a statement is necessary



Section C – Criteria B

Potential Economic Impact

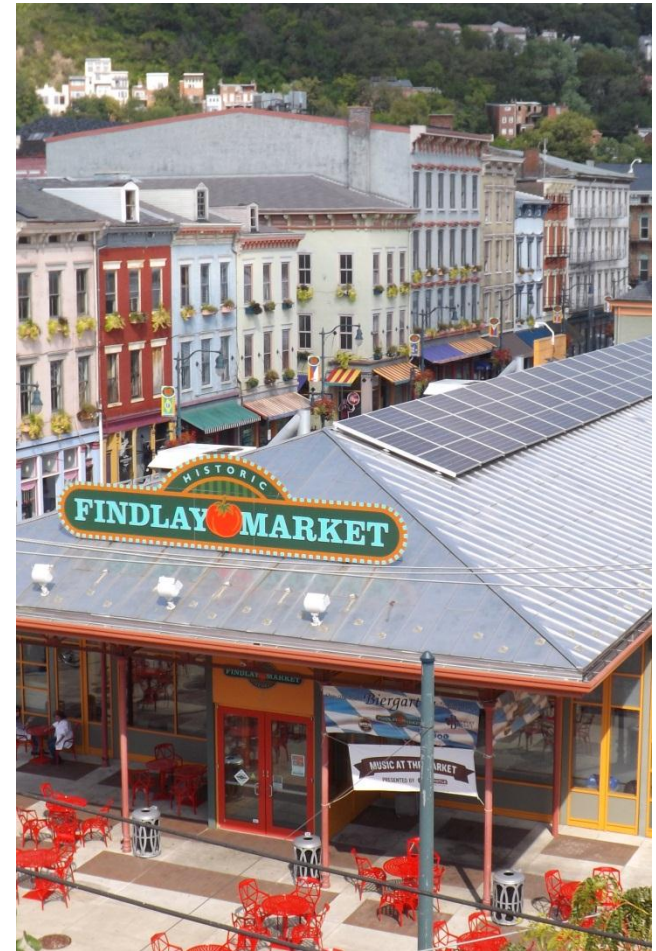
- C12 – Cost-Benefit Analysis and Job Commitments (10 pts.)
 - Job Commitments (4 pts.)
 - Priority for projects with tenants already in place
 - Provide executed leases or tenant commitment letters; if residential, provide a commitment letter from developer
 - Cost-Benefit Analysis (6 pts.)
 - Priority for projects with greatest return on investment (ROI) of state and local taxes
 - Provide economic impact data (e.g. construction employment, operations employment, anticipated rents and sales, anticipated resident incomes, etc.)

Scoring Policies

- Jurisdiction Top Scorer
 - Highest scoring application from every jurisdiction in a round receives full points for C1 and C2
 - Application could gain back up to 11 points
 - Provides regional distribution in each round
- Small Projects Allocation
 - 5% of allocation (at least \$1.5 million) each round is reserved for small projects
 - ≤\$1 million in QREs and a substantial rehab
 - Compete for allocation before competing in larger pool

What is a good score?

- Depends on competition within the application round
- Minimum of 50 points is required to be eligible
- Past funding round cut-offs:
 - Round 9 – 62 points
 - Round 8 – 65 points



How can I increase my score?

- Have all financing in place at application
- Have all tenants in place at application
- Gain highest level of support possible from local jurisdiction
- Ensure that cost-benefit analysis impacts are maximized (do not leave anything out)
- Request less tax credit to increase leveraged investment (only if you can still complete the project)



Thank You!

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