



## **Certified Local Government Program**

### **2024 CLG Grant Application**

**FFY 2024 grant funding provided by the  
National Park Service/Historic Preservation Fund**

**Grant Period: October 1, 2023 – September 30, 2026**







- The plan and planning process will educate the public, stakeholders, and City leaders about the community’s history and heritage; preservation challenges and triumphs; and progress on identified goals.
  - The plan will contain priorities to ensure better planning and preservation practices in the future, including knowledge of incentives, stronger preservation education at the local level, clarity about the purpose of local preservation ordinances, and to be compatible with other citywide planning practices.
  - The planning process will include a review of best practices in preservation planning and ordinance development by other communities, such as recent plans for Horry County SC, Denton TX, Plano TX, Wake Forest NC and Washington DC; historic district trends report for Portland ME; and model ordinances from New York and Connecticut.
2.  **To review and align historic regulations within the CDO with identified preservation priorities and appropriate municipal oversight.** As the city evolves, the needs of households change, and the climate emergency and housing crisis present new challenges for the built environment, questions have emerged about appropriate investment in and modifications to historic buildings. Additionally, as part of the city’s permit reform efforts, a number of potential recommendations were offered with regard to how the city’s regulatory tools could be updated to provide greater clarity and consistency in application in the development review process. Finally, consultations with the SHPO have requested that Burlington’s CDO distinguish between “honorific listings in the State and National Registers of Historic Places and local designations for the purpose of regulation.” Consultation with knowledgeable authorities and review of other adopted plans and model ordinances will be sought during this planning process to inform the city’s approach to these interrelated regulatory issues.
3.  **To establish planned activities towards the identification, evaluation, and preservation of historic resources, while assessing the current status of Surveyed properties, and clarity on the implications for a surveyed area.** Burlington has several Historic Sites and Structures Surveys that remain in preservation limbo; neither officially deemed “eligible” for historic designation but providing individualized context for neighborhoods that merit updating and advancement. Among those are Prospect Parkway North, Middle, and South; Strong Street, The Five Sisters, and Burlington’s Modern Architecture Survey. Those surveyed areas are currently being digitized in ArcGIS as a companion layer to the State and National Register ArcGIS Overlay districts.
4.  **To explore benefits to owners of historic properties, and incorporate incentives, assistance and recognition for a positive approach to preservation.** To maintain the existing inventory of historic structures, the city needs to assist, encourage, and incentivize applicants to invest in historic buildings and identify opportunities help applicants make historic structures financially viable for them and the resiliency of the broader community. This may include:
- Potential tax incentives or other financial assistance (i.e. rehabilitation grants or loans)
  - Regulatory relief and incentives (alternative solutions and compliance concepts in zoning or building codes) similar to the density and lot coverage adjustments in the city’s Historic Building Bonus
  - Technical assistance, including design assistance

### **Background of Preservation Planning/Design Review and Recent CLG Projects in Burlington**

Of the city’s approximately 11,000 principal buildings, about 4,032 have been surveyed or resources identified as having national, state, or local significance.

The earliest inclusion of Design Review Districts within Burlington's Zoning Ordinance was in 1973, foreshadowing the intent for Burlington to actively and thoughtfully manage its historic built environment. Preservation planning was inchoate when Burlington's Planning Commission selected a team to provide *Recommendations for the Conservation of Building Resources* in 1978, with the intent to revise ordinances, to recommend mechanisms for evaluation and implementation, and to suggest locations for present and future districts. Subsequently, Burlington's Planning Department contracted with Lozano, White and Associates to prepare a *Master Plan for the King Street Historic District* later in 1978. In 1980, Burlington released *The Burlington Workbook of Exterior Design*, intended to guide project review by the Planning and Zoning Department.

The city invested more efforts to research, evaluate and propose changes to how city land use regulations (specifically zoning) considered and addressed the renovation and preservation of historic resources with the two-phase **Burlington Preservation Planning Project** in 1996. Margaret (Meg) Campbell prepared phase I, the *Long-Range Preservation Planning Report*, focusing exclusively on the "Historic Buildings" portion of the *Burlington Zoning Ordinance*, and a subsequent appendix addressed how to improve Design Review standards (1999). Funded with a 1998 CLG grant, Phase II provided recommendations to:

- Simplified how historic resources are considered under the Burlington Zoning Ordinance;
- Proposed a clear hierarchy of historic buildings and districts considered under the ordinance;
- Clarified distinctions between the application of Article 6 – Design Review – and former Article 8 – Historic Buildings
- Improved the usefulness and applicability of Article 8 as a Preservation tool;
- Simplified the review of development projects under local and federal review criteria.

The adoption of those recommendations included the identification of specific Historic Districts within the Burlington Zoning Ordinance (as amended.)

In 2000, Burlington contracted with Pam Daly & Associates to prepare a *Historic Sites and Structures Survey Plan* for the City of Burlington. (CLG 99-2.) Within 10 years, the majority of those recommended projects were completed. Following those recommendations, the City surveyed:

- a)  Parts of North Avenue/Washington/Volz/Convent Square (surveyed 2000, listed 2007)
- b)  Part of Archibald St., Germain St., Pomeroy St., Manhattan Drive, North Prospect St., North Willard St., east end of North Street (surveyed 2000, listed 2007.)
- c)  New Harlem / Five Sisters Neighborhood (Surveyed 2007)
- d)  Prospect Park; North, Middle and South (surveys 2004-2006)
- e)  Redstone Quarry (Redstone Terrace, Shelburne St., Clymer, Adams Court, Hoover, Ludwig, Alfred) (Surveyed 2001, listed 2007)
- f)  Survey of Modern Architecture (2010)

Work completed per the Daly recommendations also included:

- a)  Listing of the **Church Street Historic District** (nominations completed in 2003 and 2008, listed on the NR 2010);
- b)  Preparation of a proposed boundary line expansion for the **Lakeside Historic District**, to incorporate the Queen City Cotton Mill into the overall district (2009); and
- c)  **Preparation, submission and listing of the Pine Street Industrial District** (see above; narratives from 1996 up to NR listing in 2017.)

Between 2005 and 2009, 928 individual resources, or almost 23% of all identified significant historic structures have been added. .

Burlington's 2009 CLG project, the **Pine Street Historic District** nomination (now the *Pine Street Industrial District*), was listed on the National Register of Historic Places October 16, 2017. That



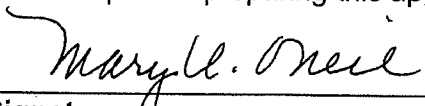


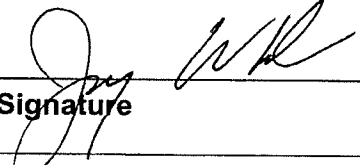


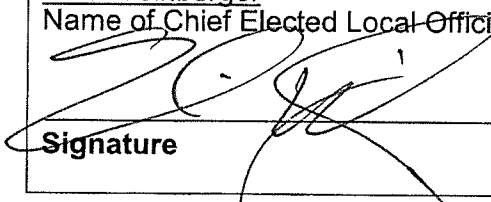


**Signatures:** After completing the application, print it out and have each of the three signatories sign and date this page. Then scan the complete application as a PDF and email it as an attachment along with the other required application materials.

THIS APPLICATION IS NOT COMPLETE UNTIL ALL REQUIRED SIGNATURES ARE ENTERED BELOW:

<u>Mary C. O'Neil</u> Name of person preparing this application	<u>Principal Planner, CLG Coordinator</u> Title
 Signature	<u>11/29/23</u> Date

<u>Jay White, AIA</u> Name of CLG Commission Chair	
 Signature	<u>11/28/23</u> Date

<u>Miro Weinberger</u> Name of Chief Elected Local Official (or Designee)	<u>Mayor</u> Title
 Signature	<u>12/4/23</u> Date

Name of CLG Community: **City of Burlington**

Name of CLG Project: **Burlington Preservation Plan, *preserveBTV***

Federal Share: **\$28,000** + Local Share: **\$191,395.40** (cash & in-kind match) = Total Project Amount: **\$219,395.40**

**Note:** the Federal Share cannot exceed 60% of the total project amount, and the Local Share must be at least 40% of the total project amount.

<b>CASH EXPENDITURES 1 (expenses to be reimbursed by the grant)</b>				
<b>Salaried Employees</b>	<b># Hours &amp; Rate</b>	<b>Proposed</b>	<b>Actual</b>	<b>Variance</b>
N/A				
<b>Total Cash Expenditures for Salaried Employees</b>		<b>\$0</b>		

<b>CASH EXPENDITURES 2 (expenses to be reimbursed by the grant)</b>				
<b>Contracted Services</b>	<b>Description of Services</b>	<b>Proposed</b>	<b>Actual</b>	<b>Variance</b>
Consultant(s) Fee & Expenses (to be engaged by RFP, exact amount to be determined)	Creation of overall preservation plan deliverables, including status/data report on existing districts, engagement support and summaries, best practices, overall recommendations.	\$200,000		
<b>Total Cash Expenditures for Contracted Services</b>		<b>\$200,000</b>		

<b>CASH EXPENDITURES 3 (expenses to be reimbursed by the grant)</b>				
<b>Other Expenses</b>	<b>Description of Costs</b>	<b>Proposed</b>	<b>Actual</b>	<b>Variance</b>
Printing	Printing for engagement, advertising, draft and final plans	\$1,000		
Supplies/Rentals/Materials	Miscellaneous supplies, venue rentals, food, other accommodations for engagement activities	\$2,000		
Advertising/Legal Notices	Paid advertising for engagement events, legal notices for plan adoption	\$2,000		
<b>Total Cash Expenditures for Operating Services</b>		<b>\$5,000</b>		

IN-KIND EXPENDITURES 1 (services to serve as match for the grant)				
Donated Time (CLG Commissioners & Staff)	# Hours & Rate	Proposed	Actual	Variance
Jay White, AIA, Commissioner	5 hrs @ \$30.04/hr	\$150.20		
Gabriel Stadecker, AIA, Commissioner	5 hrs. @ \$30.04 hr.	\$150.20		
Emily Morse, Architectural Designer, Commissioner	5 hrs. @ \$30.04/hr	\$150.20		
Mary O'Neil, CLG Coordinator*	70 hrs. @ \$68.75	\$4,812.50		
Sarah Morgan, Planner	70 hrs. @ \$49.86	\$3,490.20		
Meagan Tuttle, Director of City Planning	30 hrs. @ \$88.07	\$2,642.10		
<b>Total In-Kind Expenditures for Donated Time</b>		<b>\$11,395.40</b>		

\*City of Burlington policy is to multiply employee hourly wage by 1.5 for purposes of calculating actual reimbursable or in-kind costs.

IN-KIND EXPENDITURES 2 (services to serve as match for the grant)				
Donated Services	Description of Costs	Proposed	Actual	Variance
N/A				
<b>Total Cash Expenditures for Donated Services</b>		<b>\$0</b>		

LOCAL CASH MATCH (cash to serve as match for the grant)				
Cash Match	Description of Match	Proposed	Actual	Variance
City of Burlington	General Fund Assigned Fund Balance, dedicated project funding	\$180,000		

	Proposed	Actual	Variance
<b>Total of All Cash &amp; In-Kind Expenditures</b>	<b>219,395.40</b>		

**Certification:** I certify that the matching share proposed for this project does not include funding from other Federal sources, and that these funds are not being used as match against any other Federal grant application.





Chief Elected Local Official or Designee

12/22/2023

Date

# Historic Districts + Surveyed Areas

Map does not include properties listed in the State Register or those identified in the Modern Architecture Survey.

-  National Register Historic Districts
-  Historic Sites and Structures Surveyed Areas (Not Listed)

