

**Vermont Certified Local Government Program
2017 Grant Application Form**

Name of CLG Community: City of Burlington

Name of CLG Coordinator: Mary O'Neil, AICP

Telephone: 802-865-7556

Email: mconeil@burlingtonvt.gov

Mailing Address: City Hall, 149 Church Street, Burlington VT 05401

Project Name: Ethan Allen Engine Company No. 4 Window Restoration

Will this project be administered by a designated third-party? Yes or No

If yes, name of organization: (Actual work will be done by contractor after bidding process. The City will manage the grant application and project completion.)

Project Category: Please check the appropriate category below and provide the requested information where indicated or on a separate page.

Priority I Projects

Top priority in the selection of projects and award of grant funds is given to Priority I projects.

Survey Project. *Please describe in Project Summary:*

- purpose of the project;
- area to be surveyed (indicate on map);
- estimated number of properties to be surveyed;
- estimated number of acres to be surveyed;
- status of completion of town-wide or city-wide survey; and
- plans for completion of survey.

National Register Project. *Please describe in Project Summary:*

- purpose of the project;
- building or historic district to be nominated (indicate on map);
- property type or theme for Multiple Property nomination;
- for a historic district, the number of contributing properties within the district;
- status of completion of town-wide or city-wide survey;
- plans for completion of survey; and
- status of survey through the National Register process.

Preservation Planning Project. *Please describe in Project Summary:*

- purpose of the project;
- area to be covered by the plan (describe and indicate on map);
- status of completion of town-wide or city-wide survey, and plans for completion of survey; and
- status of survey through the National Register process.

Information and Education Project. *Please describe in Project Summary:*

- purpose of the project;
- audience, methods and products;
- status of completion of town-wide or city-wide survey, and plans for completion of survey;
- status of survey through the National Register process; and

- status of historic preservation planning.

Pre-Development Project. *Please describe in Project Summary:*

- purpose of the project;
- property or area to be covered by the plan (describe and indicate on map);
- scope of work and products;
- status of completion of town-wide or city-wide survey, and plans for completion of survey;
- status of survey through the National Register process; and
- status of historic preservation planning.

Priority II Projects

Awarded only if grant funds remain after all Priority I projects have been selected.

Development Project. *Please describe in Project Summary:*

- purpose of the project;
- property or area to be covered by the plan (describe and indicate on map);
- scope of work and products;
- status of completion of town-wide or city-wide survey, and plans for completion of survey;
- status of survey through the National Register process; and
- status of historic preservation planning.

Project Summary (please address the bulleted items in the Project Category selected above):

Ethan Allen Engine Company No. 4 was designed and built by Burlington architect A. B. Fisher in 1889. It served as a firehouse until Central Fire Station replaced its use in 1926. In 1973 the building was saved from demolition (the decision influenced by an editorial written by Ada Louise Huxtable), eventually rehabilitated and repaired, reopening as a public art space in 2003.

The building was individually listed on the National Register in April, 1971. It is owned by the municipality, and is open to the public.

Attached is a window condition assessment completed by Black Sash Restoration LLC in 2014, with an elevation – by – elevation description of the various windows and their condition. The work is intended to be completed on all four elevations. The total window quantity is 194 windows, with 391 window lights. The assessment identifies areas where repairs have been made, and where those repairs have failed. From that assessment, the *windows, windowsills and mullions at the BCA Center [Ethan Allen Engine Co. No. 4 building] have reached a point of being in mostly poor condition and will require a varying amount of restoration work.*

The City sent out a Request for Proposals at that time, with limited response. Liszt Restoration quoted \$20,000 for equipment and aerial set up, and a time-and-material cost per window afterward with no defined maximum. The City then consulted with the Preservation Trust seeking guidance, and were informed by staff member Meg Campbell that the assessment lacked fine detail to evaluate the work scope. The Black Sash Assessment does provide an initial foundation for estimating costs, however if the City is successful with this grant application, intends to re-issue a new RFP for a timely and detailed cost estimate.

The City of Burlington is committed to restoring the windows at the Firehouse and investing in the shared costs. If as anticipated new estimates come in that demonstrate higher cost estimates from the 2014 assessment, the City will evaluate those costs to assure sound expenditures from the 10-year Capital Plan budget.

Status of City-Wide Survey

Of the city's approximately 10,600 buildings, about 4,090 have been surveyed or resources identified as having national, state, or local significance. Burlington's CLG 2009 project, the Pine Street Historic District nomination initially proposed to add 40 contributing resources, including canal boats within the Barge Canal. In 2016 the Pine Street Historic District nomination was revised (including new photography) and has been submitted for review by the Vermont Advisory Council for Historic Preservation. Within that nomination, there are 61 resources (41 contributing, 20 non-contributing.) From the 2009 Pine Street draft nomination, eight residential properties on the north end of Pine Street were appended to an expanded Battery/King Street Historic District. CLG 2010 grant 10-01 Modern Architecture in Burlington Vermont advanced another 141. It should be noted that 968 individual resources or almost 25 % have been added between 2005 and 2016.

Much of the original survey work was completed in the 1970s with the assistance of the Vermont Division for Historic Preservation as part of a statewide initiative. Subsequent surveying has been completed by the City's Department of Planning and Zoning using Certified Local Government Grant funding. For the City of Burlington to complete a comprehensive historic sites and structures survey, a targeted, multi-year effort had been underway. CLG grant activities of FY 2007 was the fifth of such an effort (The Five Sisters Neighborhood), with previous urban format Historic Sites and Structures Survey completed under CLG 00-2a, CLG 01-2, CLG 04-02, and CLG 05-02. Other CLG grant funds have targeted specific National Register projects (A Multiple Property Documentation Form for Multi-Unit Worker Housing CLG '09; Church Street Historic District CLG '08) and preservation education initiatives (the Design Review Guides, Burlington's web-based "History Hunt", and publication of the *Burlington Coloring Book* in 2014.) The City had been following a 2000 Priority Plan for survey (completed by Daly and Associates, another CLG grant project) until 2009, when attention was directed toward confirmation of eligibility and completion of the Pine Street Historic District nomination, then tightly associated with Section 106 review of the Champlain Parkway / Southern Connector project. Associated to that review was a draft boundary line adjustment for the Lakeside Historic District, to correct the exclusion of the Queen City Cotton Mill buildings from the original nomination.

Grant year 2013 included projects that were a direct response to loss of a cultural icon; the College Street Congregational Church steeple. Burlington hosted a popular **Fire Risk Management** seminar in March 2014, and assisted in funding architectural and engineering studies toward replacing the lost component. (The steeple was reconstructed, with dedication ceremony in October 2016. It is spectacular!)

CLG grant requests from 2011 to the present have been intentionally directed toward public outreach, education, advocacy, and celebration of Burlington's cultural, historic, and architectural resources. CLG grant funding 2015 mapped all National Register resources within the City and Burlington Bay. That GIS map layer will be released for public viewing after validation of information.

The City of Burlington is currently within an exploratory period for the purposes of permit reform and analysis of existing preservation regulation within our Comprehensive Development Ordinance. Of the two tracks, the preservation portion of the examination has been delayed beyond the expected reporting period (September 2016) and the City remains in communication with Graydon Associates (the consulting team) toward receipt of their analysis and recommendations. When those documents are in final form, the appropriate staff, boards and administration will analyze those findings and begin discussion about appropriate remedies. It is likely to be the genesis of new regulatory standards, and the commencement of a vision forward for preservation activities for the City of Burlington.

This grant request continues the desire to make information about Burlington's historic resources available to everyone; and specifically to retain the historic character of an important architectural icon: The Ethan Allen Engine Company No. 4 building.

Please Answer the Following Questions:

1. How will the public be informed about the purpose of this project and the value of historic preservation? (note: public information and education is a required component of *all* CLG grant projects)

The City will issue a press release about the intended work, and notify the public via newspaper, Mayoral information release and city web page information. Additionally, the intended work scope will be posted on the Design Advisory Board / Historic Preservation Review Board web page and circulated to the (volunteer) board member list serve.

The project history, scope and intended result will also be posted within the Ethan Allen Engine Company No. 4 /BCA Firehouse Galley to inform public visitors and gallery attendees about Burlington’s commitment to restore and maintain the municipal building.

2. Describe the impact that this project will have on historic resources. Will it be significant and long lasting?

The Ethan Allen Engine Co. 4 is a cherished City venue that hosts gallery openings, public shows, lectures, classes, public meetings, and video releases that engage thousands of people every year. Circulating the public through the building engages them first hand in the experience of the firehouse, and offers an opportunity to explore and appreciate one of Burlington’s finest historic structures. Preservation has the ability to engage and affect one person at a time. The paired experience with the knowledge that the municipality is committed to maintaining and restoring the Ethan Allen Engine Co. will further not only this initiative, but the greater movement of protecting what belongs to the City and its residents. In this project, the results will be significant and long lasting.

3. Describe the project schedule assuming starting date of **March 2017** and completion date of **August 1, 2018**. List dates for subcontracting with consultants, on-site meetings, delivery of draft products, such as survey and National Register forms, and public meetings, as applicable. All products, including a final project report and auditable financial documentation are due by the completion date.

DATE	Task/Product Completed
1/2017	DHP notifies applicants of grant awards
3/2017	Execute Grant Agreement with DHP
3/2017	Re-issue RFP for work
4/2017	Select qualified contractor for window restoration.
Summer 2017	Project to be completed the 2017 construction season. ,
12/2017	Anticipated final reporting and reimbursement request.
9/30/2018	Deadline for DHP to process payment requests and disburse grant funds

4. Who will participate in the project and what will they do? Relate the personnel listed in the budget (CLG staff and commissioners, consultants, volunteers) to their role in completing the project.

Mary O'Neil, AICP, Principal Planner, City of Burlington	Project Management for CLG Grant
Martha Keenan, CIP Project Manager, City of Burlington	Write the RFP for the new assessment, coordinate RFP process; write the RFP for the restoration work, secure approval for methods with the Preservation Trust; manage the project with on-site visits, pay req's and finalize approval of Preservation Trust in compliance with Secretary of the Interior's Standards for restoration.
Window Restoration Contractor (TBD)	Execution of work per standards and conditions of project scope.
Historic Preservation Review Committee (3 members)	Review of CLG Grant submission and final grant close-out report.

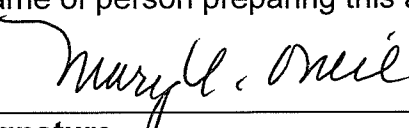
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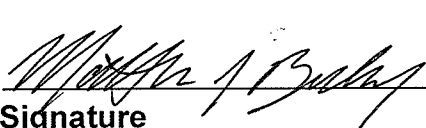
Fiscal Year: What are the dates of the local government's fiscal year?


July 1 2016 to June 30, 2017

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 O'Neil</u> Name of person preparing this application	<u>Principal Planner, CLG Coordinator</u> Title
 Signature	<u>12/16/16</u> Date

<u>Matthew Bushey, AIA</u> Name of CLG Commission Chair	
 Signature	<u>12/16/16</u> Date

<u>David White</u> Name of Chief Elected Local Official (or Designee)	<u>Director of Planning and Zoning</u> Title
 Signature	<u>12/16/16</u> Date

2017 CLG GRANT APPLICATION BUDGET FORM

Page 1 of 2

Internal Use Only: HPF Activity Database No.: VT-17-xxx

CFDA #15.904

Name of CLG Community: City of Burlington

Name of CLG Project: Ethan Allen Engine Company No. 4 Window Restoration

Total Project Cost: \$71,620.24 60% Federal Share: \$ _____ 40% Local Share: \$ _____ (cash & in-kind match)

The City requests a grant match of \$30,000 or 41.88% of anticipated project cost per 2014 assessment.

CASH EXPENDITURES 1				
Salaried Employees	# Hours & Rate	Proposed	Actual	Variance
<i>Name, Title</i>				
Mary O'Neil, Principal Planner, CLG Coordinator	20 hrs.x (32.39 x 1.5) * or 20 x 48.58	\$971.70		
Martha Keenan, CIP Project Manager, City of Burlington	55 Hrs x (31.71 x 1.5)*, or 55 x 47.56	\$2,616.07		
	Total Cash Expenditures for Salaried Employees	3587.77		

CASH EXPENDITURES 2				
Contracted Services	Description of Services	Proposed	Actual	Variance
Window restoration contractor	See attached window assessment for anticipated scope of work	\$68,000		
	Total Cash Expenditures for Contracted Services	\$68,000+		

CASH EXPENDITURES 3				
Other Expenses	Description of Costs	Proposed	Actual	Variance
<i>Vendor</i>				

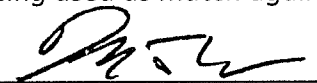
	Total Cash Expenditures for Operating Services			
IN-KIND EXPENDITURES 1				
Donated Time	# Hours & Rate	Proposed	Actual	Variance
<i>Name</i>				
	Total In-Kind Expenditures for Donated Time			

IN-KIND EXPENDITURES 2				
Donated Services	Description of Costs	Proposed	Actual	Variance
Historic Preservation Review Committee	Volunteer board to review CLG projects 3 members, 1/2 hour each @\$21.65/hr (21.65 x 1/2 = \$10.82 x 3 members = 32.47	32.47		
	Total Cash Expenditures for Donated Services	32.47		

	Proposed	Actual	Variance
Total of All Cash & In-Kind Expenditures	\$71,620.24		

*City Chief Financial Officer directs staff compensation to be 1.5 x hourly wage. See email from Richard Goodwin, CFO dated August 8, 2016.

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

12/15/14

 Date