

CITY OF WINCHESTER, VIRGINIA

PROPOSED CITY COUNCIL AGENDA ITEM

CITY COUNCIL MEETING OF: 4/28/15 (Regular meeting) CUT OFF DATE: 04/9/15

RESOLUTION X ORDINANCE PUBLIC HEARING

ITEM TITLE: Northeast Winchester National Historic District PIF- CLG Grant Match Request

STAFF RECOMMENDATION: Approve

PUBLIC NOTICE AND HEARING: N/A

ADVISORY BOARD RECOMMENDATION: N/A

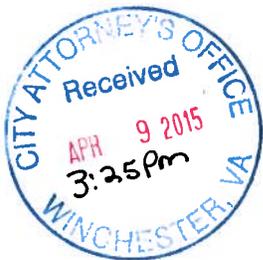
FUNDING DATA: Local Match request for up to \$5,000

INSURANCE: N/A

The initiating Department Director will place below, in sequence of transmittal, the names of each department that must initial their review in order for this item to be placed on the City Council agenda.

Table with 4 columns: DEPARTMENT, INITIALS FOR APPROVAL, INITIALS FOR DISAPPROVAL, DATE. Rows include City Attorney, City Manager, and Clerk of Council with handwritten initials and dates.

Initiating Department Director's Signature: (Planning Dept) [Handwritten Signature] 4/9/15



APPROVED AS TO FORM: [Handwritten Signature] 4/9/2015 CITY ATTORNEY

CITY COUNCIL ACTION MEMO

To: Mayor and Members of City Council
From: Tim Youmans, Planning Director
Date: April 9, 2015
Re: Northeast Winchester National Historic District PIF- CLG Grant Match Request

THE ISSUE:

The request is to apply for Certified Local Government (CLG) grant money to undertake a Preliminary Information Form (PIF) for the potential Northeast Winchester National Historic District. The grant requires a local match recommended to be at least 50% of the project cost. The deadline to apply for this year's program is May 15th.

RELATIONSHIP TO STRATEGIC PLAN:

High Priority- National Historic District: Direction

BACKGROUND:

As part of the approved MOA's for the Emergency Communication tower project and the National Avenue Gateway project, the City agreed to apply for CLG grant money to undertake a Preliminary Information Form (PIF) for the potential Northeast Winchester National Historic District within one year of execution of the MOA's.

BUDGET IMPACT:

The exact project cost is still being determined, but is estimated to be well under \$10,000. A local match of up to \$5,000 is being requested for approval, but the exact percentage would be 50% of the total cost to hire a consultant to prepare the PIF.

OPTIONS:

- 1) Authorize the filing of a CLG grant request with up to \$5,000 of local match funding
- 3) Defer further action at this time.

RECOMMENDATIONS:

Staff recommends Option #1.

A RESOLUTION TO APPROVE AN APPLICATION FOR GRANT FUNDING THROUGH THE VIRGINIA DEPARTMENT OF HISTORIC RESOURCES FOR THE PURPOSES OF PREPARING A PIF FOR THE NORTHEAST WINCHESTER HISTORIC DISTRICT

WHEREAS, the City of Winchester (“City”) is recognized as a Certified Local Government within the Commonwealth of Virginia; and, as such, is eligible to apply for and receive grant funding through the Virginia Department of Historic Resources (“DHR”) for the expressed purposes of cultural resource surveys and register district nominations, among other projects; and,

WHEREAS, the City is required to complete a Preliminary Information Form (PIF) for the Northeast Winchester Historic District as part of a Memorandum of Agreement between the City and DHR which also requires the City to apply for Certified Local Government (CLG) grant funding for the PIF study.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Winchester that pursuant to the enabling legislation of the Code of Virginia, that the Common Council hereby affirms the findings and requirements of the grant application; and,

BE IT FURTHER RESOLVED that the City Manager or her designee apply for the grant funding opportunity through the Department of Historic Resources to receive an award with a local match of up to \$5,000 for the expressed purposes of preparing a PIF for the Northeast Winchester Historic District; and,

BE IT FURTHER RESOLVED that the Common Council hereby authorizes the President of Council to execute any documents requiring execution by an elected official on behalf of the City of Winchester in furtherance of said grant application.

**REQUEST FOR APPLICATIONS – 2015-16 CLG Sub-grant Program
March 2015**

Applications will be received until **4:00 pm, Friday, May 15, 2015**. Applicants must submit **two (2)** copies of each application--**one** printed original application (with original signatures) **and one (1) electronic copy by email or disc**. Receipt of the electronic copy by the deadline will suffice for eligibility, provided that the hard copy with original section arrives by close of business, Friday, May 22, 2015. All inquiries for information should be directed as follows:

Aubrey Von Lindern 540-868-7029
Aubrey.Vonlindern@dhr.virginia.gov

Hard copy applications should be mailed or hand delivered to: Aubrey Von Lindern, Virginia Department of Historic Resources, Northern Regional Preservation Office, P.O. Box 519 5357 Main Street Stephens City, Virginia 22655 (Please waive the need for signature if UPS or FedEx delivery. Call 540-868-7029 to ensure that someone will be in the office to accept delivery of parcels.)

By submitting an application, the undersigned agrees to comply with all terms and conditions set forth in this Request for Applications or as mutually agreed upon by subsequent negotiation.

Name of Project: Northeast Winchester Historic District PIF
Grant Period: **Date of Execution of Grant Agreement** Ending Date: **June 30, 2016**

Amount of Award Requested	Matching Share Offered	Total Project Cost

Name and Address of Applicant

Name: City of Winchester
Address: 15 N. Cameron St
Winchester, VA 22601
FEI/FIN #: 546001683
Telephone #: 540-667-1815
Fax Number: 540-722-3618

Local Project Coordinator

Name: Timothy A. Youmans
Title: Planning Director
Address: 15 N. Cameron St Winch, VA
Telephone #: 540 667-1815
E-mail Address: timothy.youmans@winchesterva.gov

Authorized Applicant's Signature: 
Printed Name and Title: Timothy A. Youmans, Planning Director
Date: April 29, 2015

NARRATIVE STATEMENT OF PROJECT DESCRIPTION

(Use additional sheets, as necessary.)

The creation of a PIF for the Northeast Winchester Historic District was stipulated in two separate memoranda of agreement pertaining to two very different City projects deemed to have an impact on the area designated as potentially eligible for designation as the Northeast Winchester Historic District. This included one MOA for the City's emergency communication tower and one for the National Avenue Gateway project.

Relevant excerpts from the MOA for the emergency communication tower read:

MEMORANDUM OF AGREEMENT AMONG THE FEDERAL COMMUNICATIONS COMMISSION, THE VIRGINIA STATE HISTORIC PRESERVATION OFFICER, AND THE CITY OF WINCHESTER REGARDING THE CONSTRUCTION OF A PUBLIC SAFETY COMMUNICATIONS TOWER IN WINCHESTER, VIRGINIA

WHEREAS, The City of Winchester ("City") proposes to construct a 150-foot self-supporting monopole public safety tower (total height including 10 foot lightning rod) at the Timbrook Public Safety Center, 231 E. Piccadilly Street, Winchester, Virginia....

NOW THEREFORE, the FCC, the SHPO, and City agree that the undertaking has been implemented or shall be implemented in accordance with the following stipulations in order to take into account the effect of the undertaking on historic properties, and that these measures shall constitute full, complete and adequate mitigation measures under the NHPA and the implementing regulations of the Advisory Council and the FCC.

STIPULATIONS

II. MITIGATING ACTIONS

- A. The City shall complete or cause to be completed a Preliminary Information Form (PIF) for the potentially NRHP eligible Northeast Winchester Historic District (Virginia SHPO Identification No. 138-5011) as identified on the map in Attachment A. The project shall focus on resources along National Avenue as well as intersecting streets to the north and south and comprises a neighborhood of mainly early twentieth century dwellings.
- B. The City will apply for a grant through Certified Local Government Funds (CLGF) in 2015 to complete the PIF.
- C. The PIF shall be completed within (12) months from the date the grant funds are received by the City. If no grant funds are received, the PIF shall be completed within thirty-six (36) months from execution of this agreement, pending funding approval from the Winchester Common Council. If the Winchester Common Council does not approve funding for the PIF then the

signatory parties to the Agreement shall amend the Agreement pursuant to Stipulation below

- The City shall provide the SHPO's Northern Regional Preservation Office a draft of the PIF for its review and comment. The Virginia SHPO shall utilize its standard internal procedures to review and respond to the City on a draft PIF.

Relevant excerpts from the MOA for the National Avenue Gateway project read:

MEMORANDUM OF AGREEMENT BETWEEN THE LOCALITY OF WINCHESTER, VIRGINIA AND THE COMMONWEALTH OF VIRGINIA, DEPARTMENT OF HISTORIC RESOURCES, REGARDING THE REALIGNMENT OF NATIONAL AVENUE IN THE CITY OF WINCHESTER, VIRGINIA

WHEREAS, The City of Winchester [the Locality] proposes to realign a section of National Avenue in Winchester, Virginia, located at the intersection of Highland Avenue and National Avenue in Northeastern Winchester and depicted in Attachment A (State Project Number 0007-138-R15, C501; UPC 105424; Virginia Department of Historic Resources [DHR] File Number 2014-0348), herein referred to as the Project...

NOW THEREFORE, The Locality and the DHR agree that the Project shall be implemented in accordance with the following stipulations in order to take into account the effects of the Project on historic properties.

STIPULATIONS

The Locality shall ensure that the following stipulations are implemented:

I. CREATION OF A PRELIMINARY INFORMATION FORM FOR THE NORTHEAST WINCHESTER HISTORIC DISTRICT (DHR INVENTORY NO. 138-5011)

a. Within one (1) year of the execution of this Memorandum of Agreement (Agreement) the Locality shall prepare or cause to be prepared a DHR Preliminary Information Form (PIF) for the Northeast Winchester Historic District. The PIF shall meet all DHR criteria pursuant to Stipulation IV.b. below, and allow the DHR to render a formal eligibility determination for the district.

b. The Locality shall submit the draft PIF to the DHR Northern Regional Preservation Office pursuant to DHR's existing procedures and processes for review of PIF forms.

c. The Locality shall revise the draft PIF to include all edits provided by the DHR and submit a draft final document to the DHR within thirty (30) days of receipt of DHR's comments.

d. This stipulation shall not be complete until a final PIF for the Northeast Winchester Historic District is approved and accepted by DHR.