



The Phil Gordon Threatened Building Grant Program uses funding from various sources to assist property owners with the rehabilitation of threatened historic buildings. Funding sources for the Program include the Historic Preservation Bond Fund, General Fund and Community & Economic Development Department funds. The Program pays up to 100 percent of eligible project costs, with no match required from the owner. In exchange for funding, the owner conveys a conservation easement to the city. The minimum amount that may be requested is \$10,000, with no maximum, although grants may be capped depending on the scope of the project and availability of funds.

### **PROGRAM GOALS AND PRINCIPLES**

The purpose of the Program is to preserve historic buildings that are threatened with demolition or otherwise at risk. The Program supports projects which rehabilitate building exteriors, reverse inappropriate alterations, reconstruct missing historic details and provide needed exterior repairs. Projects proposing to save historic buildings by converting them to new uses (such as the conversion of a warehouse to a restaurant) are encouraged. All projects must meet the city's [Preservation Philosophy](#) and the [General Design Guidelines for Historic Properties](#).

The Program is named for Phil Gordon, who served as a member of the Phoenix City Council from 1997 to 2004 and as Phoenix Mayor from 2004 to 2012. Mayor Gordon championed the Program when it was first established in 2006. He was responsible for saving many threatened historic properties both as an elected official and private developer who specialized in rehabilitation.

### **ELIGIBLE BUILDINGS**

To be eligible for this Program, properties must meet one of the eligibility criteria below:

1. A property that is individually listed or eligible for individual listing on the [Phoenix Historic Property Register](#) and threatened with demolition, in a highly deteriorated condition or otherwise at risk;
2. An individually listed or individually eligible historic warehouse in the central city area; or
3. A contributing or potentially contributing property in the Oakland Historic District.

### **PROJECT SELECTION CRITERIA**

Funding priority is given to projects which:

- Undertake critically needed stabilization, preservation, restoration or reconstruction work;
- Implement a comprehensive rehabilitation strategy to return a historic building to a viable use, including adaptive reuse projects;
- Activate a historic building (i.e., uses with human activity and which provide public access);
- Provide maximum leverage of city funds through the use of private funds or other monies; and
- Contribute to community values, economic development goals and, where applicable, to the city's downtown vision and plan.

### **ELIGIBLE WORK**

The program assists projects that substantially rehabilitate the exteriors of significant historic buildings, although the project can also fund interior structural or restoration work as delineated below. All funded projects must result in the stabilization, preservation, restoration, rehabilitation or reconstruction of the building's exterior skin.

Eligible work items include:

- Repairs to Exterior Walls, Doors and Windows
- Foundation Repairs
- Roof Repairs/Replacement
- Cornice and Parapet Repairs
- Exterior Woodwork Repairs
- Masonry/Stucco Repairs

- Storefront Restoration
- Porches and Step Rehabilitation
- Historic Outbuilding Rehabilitation
- Demolition of Non-Historic Additions
- Reversal of Previous Inappropriate Alterations
- Reconstruction of Original Architectural Elements (based on historic documentation or physical evidence)
- Structural Rehabilitation/Reinforcement (when necessary to stabilize or protect the building's historic exterior)
- Restoration of Distinctive Interior Historic Features (provided there is public access to portion of building where features are located)
- Americans with Disabilities Act (ADA) Alterations

*Architectural & Engineering Costs.* Needed architectural & engineering costs can be reimbursed provided these costs are 10 percent or less of the total funding request. Expenses must relate directly to eligible work items (e.g., engineering drawings required to complete needed roof truss repairs).

*Ineligible Expenses.* The Program does not fund landscaping, fencing, signage, site work or additions/new construction other than historic reconstruction work. Painting is not eligible on its own but may be included if part of a larger scope of work. The city determines the eligibility of all work items.

#### **APPLICATION PROCEDURES**

Applications are accepted on an ongoing basis. All applicants are required to meet with Phoenix Historic Preservation Office staff prior to submitting an application. All applicants are required to submit the following items:

- A completed application form;
- A detailed scope of work and budget, including bids and time frames for all proposed work items;
- Evidence of applicant's financial sufficiency and funding sources to complete project;
- Architectural plans or elevations, as needed, to depict rehabilitation work;
- Additional engineering, architectural and other studies as needed to demonstrate project needs;
- Information on how the project fits into a larger rehabilitation plan for the property; and
- Photos showing overall views of the property and detail views where work is to be performed.

All complete applications will be reviewed on a first-come, first-served basis. The city is solely responsible for determining if applications are complete and if historic preservation requirements are met. Applications are forwarded to the Historic Preservation Commission for a recommendation, with the City Council providing final approval of the grant funds.

#### **ADDITIONAL FUNDING CONDITIONS**

Please note that the following additional funding conditions apply:

1. The applicant must provide evidence that sufficient funds are available to complete the project at the time of project application, including financial commitments from investors and lending institutions, and a description of the proposed financing. The applicant must notify the city if funding circumstances change after the application is submitted.
2. The applicant must agree to execute required legal agreements with the city as a condition of funding, including a Program Agreement and Deed of Conservation Easement. Also, prior to disbursing grant funds, the city requires that all lienholders on the property sign a Consent Agreement.
3. Applications should be for "future" work that will take place after the grant funds are approved. Retroactive funding for work already completed is not typically allowed.
4. The applicant must agree to execute a conservation easement as specified below based on the following levels of city participation: \$50,000 or less, 20 years; \$50,001 to \$100,000, 25 years; \$100,001 to \$400,000, 30 years; \$400,001 and above, 40 years.
5. The applicant must sign all required agreements with the city within six (6) months after receiving City Council approval for a project and initiate work within ninety (90) months after executing agreements or risk losing the funding.

6. Owners are required to obtain a Certificate of Appropriateness or Certificate of No Effect from the Phoenix Historic Preservation Office prior to beginning work, as well as a city building permit, if needed.
7. No construction activity on work items approved for funding should occur until City Council approval is obtained and all required city agreements are fully executed.
8. Properties must be listed on the [Phoenix Historic Property Register](#) prior to city reimbursement of funding for any construction work items.
9. Grant payments are issued as work is completed, with the city providing up to five (5) draws of the grant funds. As work is completed, the applicant notifies staff who inspects the work and processes the payment. Payments may take up to 45 days to process.
10. Applicants need to complete all grant-funded work within 3 years or risk losing the funding.
11. For certain projects, the city may hold back up to 10 percent of the total amount awarded until all work items in the Program Agreement are completed, or until the project receives a Certificate of Occupancy/Completion from the city of Phoenix.

To learn more about this Program or other historic preservation incentive programs, please contact the Historic Preservation Office via email at [historic@phoenix.gov](mailto:historic@phoenix.gov) or by phone at (602) 261-8699.

Applicants may also schedule an appointment to meet with staff in person at the city's Historic Preservation Office, located at 200 West Washington Street, 3<sup>rd</sup> Floor, Phoenix, AZ 85003. Appointments may be scheduled online at the [Planning and Development Online Appointment Scheduling website](#).