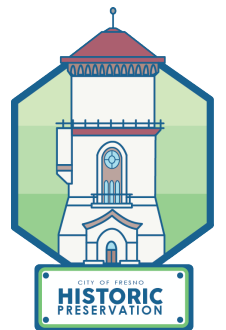
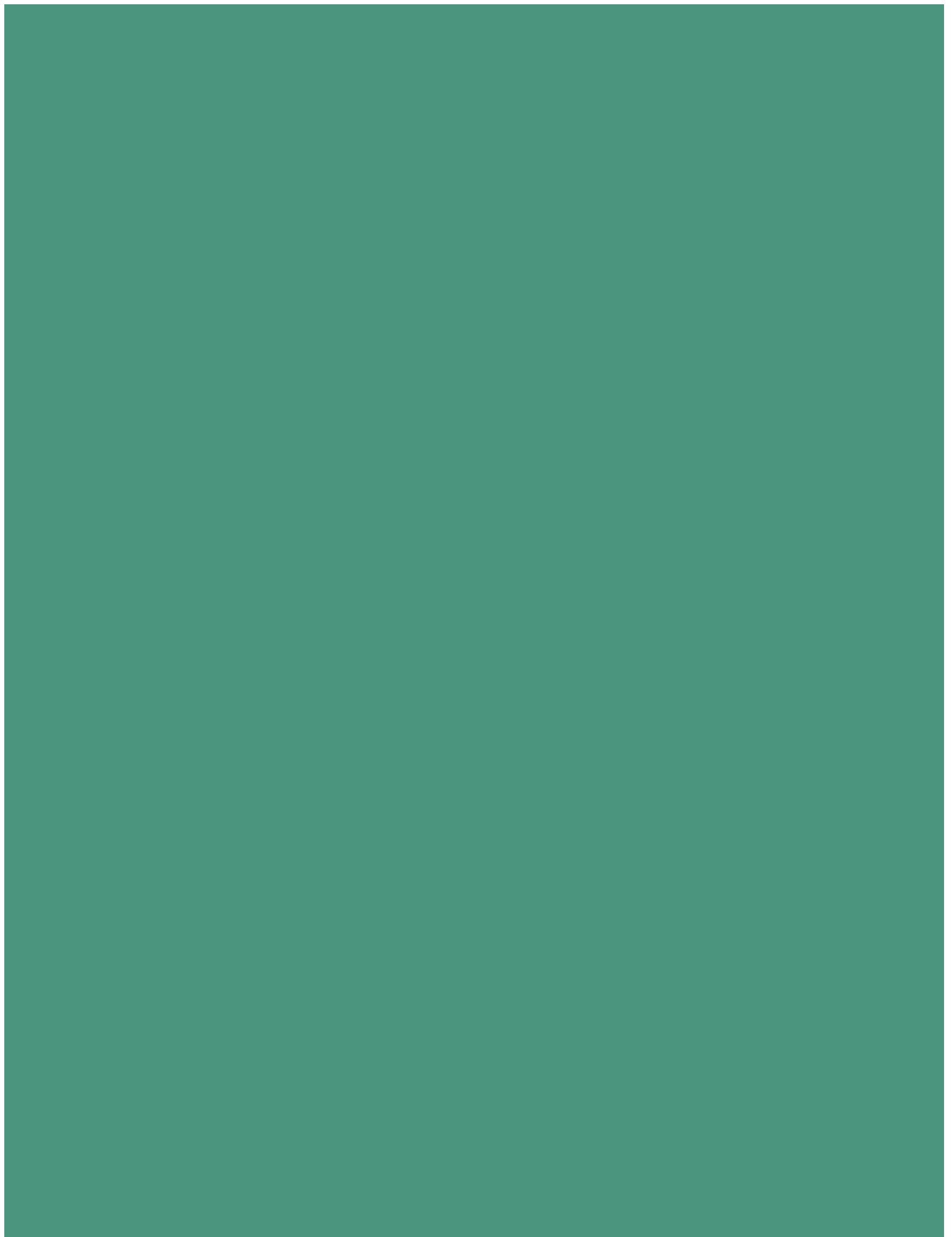


HISTORIC PRESERVATION

Mills Act Program Application Packet





INTRODUCTION

Mills Act Program Application Packet

PURPOSE

In California, Mills Act legislation grants participating local governments the authority to enter into contracts with owners of qualified historic properties who actively participate in the restoration and maintenance of their historic properties and in exchange receive a reduction in property taxes. The City of Fresno adopted the Mills Act Program in 2016.

PROVISIONS

Qualified Historical Properties

1. Properties must be privately owned within the City of Fresno and not exempt from property taxation;
2. Properties must be listed in the National Register of Historic Places, located in a registered historic district, or listed in any state, city, county, or city and county official register of historical or architecturally significant sites, places, or landmarks;
3. Heritage Properties do not qualify for participation;

Required Contract Provisions

4. Contracts entered into must have a term of a minimum of 10 years;
5. Owners must preserve and, when necessary, restore and rehabilitate the property to conform to the rules and regulations of the Office of Historic Preservation of the Department of Parks and Recreation, the Secretary of the Interior's Standards for the Treatment of Historic Properties, and the State Historical Building Code;
6. City officials must be granted permission to inspect the interior and exterior of the premises, prior to the execution of a new contract, and every five years thereafter, to determine the owner's continued compliance with the contract;
7. All successors in interest of the owner are bound to the benefits and burdens of the contract;
8. Unless written notice is provided by owners at least 90 days prior to the renewal date or by the City at least 60 days prior to the renewal date, 1 year shall automatically be added to the term of the contract on the anniversary date of the contract or such other annual date as is specified in the contract;

9. Owners must furnish the City with any information requested in order to determine the eligibility of the property involved; and
10. Owners or agents of the owners must provide written notice of a contract to the Office of Historic Preservation within six months of entering into a contract.

PROCEDURE*

The point of contact for the application process is Laura van Onna, Historic Preservation Specialist, who can be reached at laura.vanonna@fresno.gov or by phone at (559) 621-8439. Following the submittal of the Mills Act Program Application Form and required attachments by the established deadline, the Historic Preservation Specialist will review application materials and reach out to property owners and/or applicants to discuss the submitted application packet, which includes any proposed restoration and maintenance (the "Draft Work Plan"), to request additional materials if needed and to schedule a site visit with a City Staff member and a Historic Preservation Commission member. Following a site visit, Staff and Commission members may recommend revisions or additions to the initially submitted Draft Work Plan. Staff reports and completed applications will be presented to the Historic Preservation Commission at a regularly scheduled hearing date. Approved property owners and/or applicants will then return executed and notarized contracts to City staff, who will subsequently execute and record contracts with the County Recorder. Please refer to the next page for the application check list and current schedule for the application process.

For more information on the City of Fresno Mills Act Program, please see the Ordinance in Article 17 of Chapter 12 in the Fresno Municipal Code:

https://library.municode.com/ca/fresno/codes/code_of

*Please note: Proposed exterior alterations that have the potential to affect the historic character of a designated property are still subject to review by the Historic Preservation Specialist upon project proposal and prior to the commencement of work. Furthermore, proposed projects which require a permit are subject to review by the Current Planning and Building & Safety divisions. Although anticipated projects may qualify for the Mills Act Program, approval of a Mills Act Application and execution of a Mills Act Contract do not equate with formal project approval.

INTRODUCTION

Mills Act Program Application Packet

TO BE SUBMITTED PRIOR TO SITE VISIT AND PUBLIC HEARING

- Mills Act Program Application Form
- Draft Work Plan (completed)
- Most recent Property Tax Bill
- Grant Deed (owner name must match application form)

TO BE SUBMITTED UPON APPROVAL OF APPLICATION

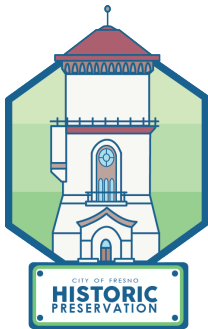
- Executed and notarized Contract

SCHEDULE - 2019

STEP	ACTION	TIMEFRAME
1	<u>Application Packet available</u> to the public.	Wednesday, May 8, 2019
2	<u>Application Packet due</u> to the City.	On or before Friday, June 28, 2019
3	Pre-contract property <u>site visits</u> .	July - August 2019
4	Historic Preservation Commission <u>public hearing</u> .	Monday, September 23, 2019
5	Approved owners and/or applicants <u>return executed and notarized contracts</u> to City.	On or before Monday, October 21, 2019
6	<u>City executes and records contracts</u> with County Recorder.	On or before Friday, November 15, 2019

HISTORIC PRESERVATION

Mills Act Program Application Form



HISTORIC PRESERVATION



Mills Act Program Application Form

DATE: PROPERTY ADDRESS:

OWNER INFORMATION:

OWNER(S) OF PROPERTY

OWNER(S) MAILING ADDRESS

HOME TELEPHONE WORK TELEPHONE

MOBILE TELEPHONE ALTERNATE TELEPHONE

OWNER(S) EMAIL

ALTERNATE EMAIL

PROPERTY INFORMATION:

- -

ASSESSOR PARCEL NUMBER (APN) COUNCIL DISTRICT NO.

HISTORIC NAME

HISTORIC USE

CURRENT USE

CONSTRUCTION DATE DATE OF DESIGNATION

APPLICANT INFORMATION (IF DIFFERENT FROM OWNER):

APPLICANT

APPLICANT MAILING ADDRESS

HOME TELEPHONE WORK TELEPHONE

MOBILE TELEPHONE ALTERNATE TELEPHONE

APPLICANT EMAIL

ALTERNATE EMAIL

HISTORIC DESIGNATION (SELECT ALL THAT APPLY) :

- National Historic Landmark
- National Register of Historic Places
 - Individual
 - Contributor to a Historic District
 - District Name: _____
- California Historic Landmark
- California Register of Historical Resources
 - Individual
 - Contributor to a Historic District
 - District Name: _____
- Local Register of Historic Resources
 - Individual
 - Historic Property No.: _____
 - Contributor to a Historic District
 - District Name: _____
- Heritage Property (*Heritage designation alone is not sufficient to qualify for the Mills Act Program*)
 - Historic Property No.: _____

HISTORIC PRESERVATION

Mills Act Program Application Form



ADDITIONAL QUESTIONS:

WHAT IS THE CURRENT CONDITION OF YOUR PROPERTY?

- Excellent Good Fair Poor

PLEASE EXPLAIN:

ARE TAXES ON ALL PROPERTY OWNED IN THE CITY OF FRESNO PAID CURRENT TO DATE?

- Yes No

IF NO, PLEASE EXPLAIN:

ARE THERE ANY ORDERS TO COMPLY FROM CITY OF FRESNO BUILDING & SAFETY OF CODE ENFORCEMENT OF ANY PROPERTY OWNED?

- Yes No

IF YES, PLEASE EXPLAIN:

I AM (WE ARE) THE PRESENT OWNER(S) OF THE PROPERTY DESCRIBED ABOVE AND HEREBY APPLY FOR A MILLS ACT CONTRACT

Owner Signature

Date

Owner Signature

Date

Print Name

Print Name

