APPLICATION CHECK LIST

☐ 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

APPLICATION SCHEDULE 2019

STEP 1: APPLICATION PACKET AVAILABLE
APPLICATION PACKET IS AVAILABLE TO THE PUBLIC.
WEDNESDAY MAY 8, 2019

STEP 2: APPLICATION PACKET DUE
APPLICATION PACKET IS DUE TO THE CITY.
ON OR BEFORE FRIDAY JUNE 28, 2019

STEP 3: SITE VISITS
PRE-CONTRACT PROPERTY SITE VISITS
JULY-AUGUST, 2019

STEP 4: PUBLIC HEARING
HISTORIC PRESERVATION COMMISSION PUBLIC HEARING
MONDAY, SEPTEMBER 23, 2019

STEP 5: CONTRACTS TO CITY
APPROVED OWNERS AND/OR APPLICANTS RETURN EXECUTED AND NOTARIZED CONTRACTS TO CITY.
ON OR BEFORE MONDAY, OCTOBER 21, 2019

STEP 6: CITY EXECUTED AND RECORDS CONTRACTS
CITY EXECUTED AND RECORDS CONTRACTS WITH COUNTY RECORDER
ON OR BEFORE FRIDAY, NOVEMBER 15, 2019

MILLS ACT PROGRAM
**MILLS ACT PROGRAM**

**INTRODUCTION**

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.

**SUMMARY OF PROVISIONS**

**QUALIFIED HISTORICAL PROPERTIES**

1. Properties must be privately owned and not exempt from property taxation;

2. Properties must be individually listed or designated as a Contributor to a listed historic district;

3. Heritage Properties do not qualify;

**REQUIRED CONTRACT PROVISIONS**

4. Contracts entered into must have a term of a minimum of 10 years;

5. Owners must conform to the preservation rules and regulations set by National and State entities;

6. City officials must be granted permission to monitor the premises;

7. All successors in interest of the owner are bound to the contract;

8. One year shall automatically be added to the term of the contract on its anniversary date, unless written notice is provided;

9. Owners must submit all materials requested by the City; and

10. Owners must provide written notice of a contract to the Office of Historic Preservation.

**PROCEDURE**

The Application Check List and Schedule on the back of the brochure provides a description of submittal materials required prior to a site visit and public hearing and upon application approval as well as the current schedule for the application process.

Please visit the City of Fresno Historic Preservation web page: [https://www.fresno.gov/darm/historic-preservation/](https://www.fresno.gov/darm/historic-preservation/) and look for more information about, including the application packet for, the Mills Act Program under the tab “Economic Incentives for Qualified Historic Properties.”

The point of contact for the application process is Laura Groves van Onna, Historic Preservation Specialist, who can be reached at [laura.vanonna@fresno.gov](mailto:laura.vanonna@fresno.gov) or by phone at (559) 621-8439.