



Project Selection

- ✔ Applications are accepted year round and are subject to funding availability.
- ✔ City staff will contact each applicant to arrange for an initial inspection of the property to review eligible work to be completed under this program.
- ✔ Projects will be ranked by:
 - The impact of the project on the exterior appearance of the building and the neighborhood.
 - Property owner's willingness to complete exterior work in a manner consistent with the City of Oshkosh Design Standards.
 - Ability of the owner to proceed with the project within six months of financing approval.
- ✔ Project approval will be determined by the Housing Loan Committee.
- ✔ The Landmarks Commission may issue a Certificate of Appropriateness (COA) for approved projects.

Application Procedure

Interested parties can apply for the Historic Preservation Program by submitting the following initial requirements:



Historic Rehabilitation Program Application



Proof of up-to-date homeowners insurance



Property must be current on municipal tax & utility payments

Approved applicants must attempt to obtain a minimum of three quotes for materials or bids from contractors. City staff will assist applicants with obtaining quotes upon request. If the work does not require a contractor, the property owner may complete the work themselves but must obtain appropriate material quotes, building permits and complete work in compliance with state and local codes and will not be reimbursed for labor.



HOW TO APPLY

Deliver application to:
 City of Oshkosh
 Planning Services Division
 215 Church Avenue, Room 204
 Oshkosh, WI 54901

Planning Services Division:
 📞 920-236-5059
 ✉ planning@ci.oshkosh.wi.us

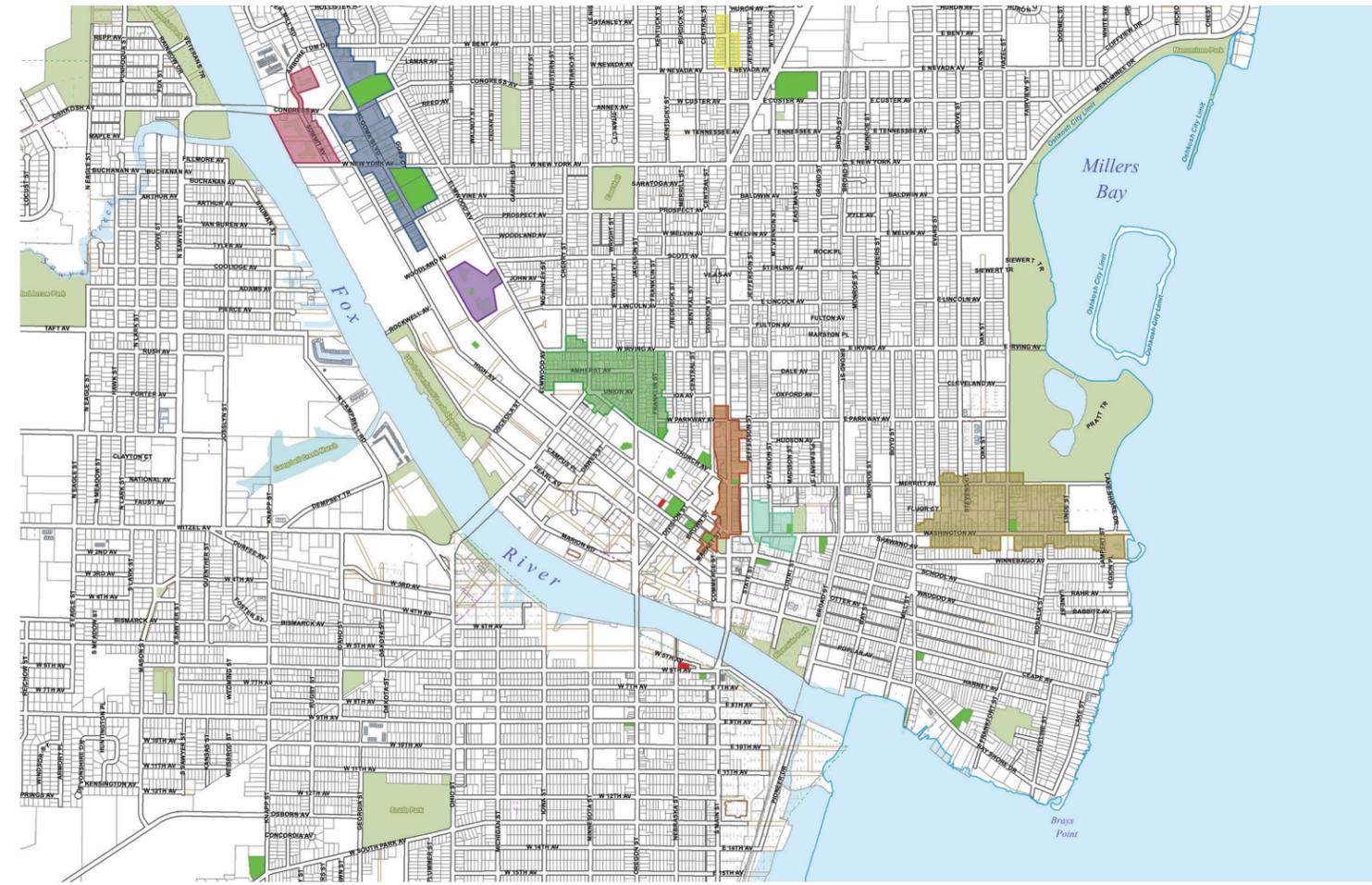


HISTORIC

PRESERVATION PROGRAM



The City of Oshkosh **Historic Preservation** program was created to provide owners of historic properties with a flexible and affordable financing option to rehabilitate their homes in an historically-sensitive manner.



Investment Requirements

Property owners must invest a proportion of their own funds into each project as follows:

- Owner must invest \$1 for every City dollar invested (1:1 match)
- Maximum loan amount - \$25,000
- Reimbursement Program (see terms)

Eligible Program Participants

A "property owner," as defined for purposes of this program, is an individual living and having ownership interest in an eligible historic property located within the City of Oshkosh and meeting the program income requirements.



ELIGIBLE PROPERTIES & PROCESS

- ✔ Properties must be contributing properties in historic districts, individually-listed State or National Register properties, or landmarked under the City's Historic Preservation Ordinance.
- ✔ Owner-occupied single family homes or owner-occupied duplexes.
- ✔ Must provide proof of property ownership.
- ✔ Property must be insured while work is being completed and for the term of the loan.
- ✔ Property owner must be current on municipal tax and utility payments.
- ✔ Application approval is subject to fund availability and will be reviewed on a first- come, first-served basis.



ELIGIBLE IMPROVEMENTS



- 1) Exterior projects that maintain/restore the historic architectural integrity of the home
- 2) Siding and painting
- 3) Windows and doors
- 4) Roofing
- 5) Porches
- 6) Design/architectural services
- 7) Other historically-sensitive exterior projects.
- 8) Projects must be consistent with the City of Oshkosh Residential Design Standards
- 9) Projects must meet the Secretary of the Interior's Standards for Rehabilitation

Terms

Below are the general terms that will apply for each Historic Preservation loan:

- 0% interest deferred payment loan up to \$25,000 paid back when the property is no longer the applicant's principal residence or the applicant sells the property.
- Loan is secured by a mortgage on the property.
- Applicant must remain in the home. If the home is no longer the applicant's primary residence or the property is sold before the loan is fully paid, the remaining loan balance must be repaid at the time of sale.
- Applicant must maintain homeowners insurance on the property during the term of the loan.
- Applicant must stay current on municipal taxes / utilities.
- Housing Loan Committee approval and Landmarks Commission review are required for all projects.
- The Landmarks Commission may issue a Certificate of Appropriateness (COA) for projects approved through this program.
- Work must meet the Secretary of the Interior's Standards for Rehabilitation and all applicable local ordinances.
- Owner to be required to pay for all cost of the entire project, and will be reimbursed after all work is completed and approved.

- All change orders must be approved by the City.
- All work requiring a contractor must be done by licensed and insured contractors.
- Owners cannot be compensated for their labor or time on the project, only materials.
- Materials and component items must be of reasonable quality and be approved by the City of Oshkosh - Community Development staff.
- For owner-occupied duplexes:
 - Owner responsible for providing alternate, decent, safe and sanitary housing for tenants temporarily displaced by work.

