



COMMUNITY PRESERVATION APPLICATION FOR FUNDING

City of Newburyport
Community Preservation Committee

Applications for funding are due by **Thursday, February 9, 2017 at 4:00 p.m.** with the Community Preservation Committee, c/o Office of Planning and Development, City Hall, 60 Pleasant St., Newburyport MA 01950.

Application Instructions:

- Applicants should file ten (10) paper copies and one electronic copy of the completed application and all accompanying documents.
- Applications should be stapled or clipped. Bound applications are not required.
- Please be mindful of extraneous paper.

PROJECT NAME: _____

PROJECT ADDRESS: _____

MAP/LOT: _____

APPLICANT NAME: _____

(Group or Committee Affiliation)

CONTACT PERSON: _____

TELEPHONE/FAX NO.: _____

ADDRESS: _____

EMAIL: _____

COMMUNITY PRESERVATION CATEGORY:

(Please check all that apply)

- Open Space**
- Historic Resource**
- Affordable Housing***
- Recreation**

* Applicants seeking Affordable Housing funds must attend a Newburyport Affordable Housing Trust meeting to review and discuss their application. This review must occur prior to the Community Preservation Committee deliberations.

The Committee may require, as a condition for funding, that the applicant grant to the City or other authorized grantee certain restrictions, including: preservation restrictions on rehabilitated or acquired historic resources, conservation restrictions on preserved or acquired lands, and deed restrictions on affordable housing projects. If applicable, the restriction shall be recorded at the Southern Essex Registry of Deeds.

PROJECT SUMMARY: Provide a description of the Project, including the property involved and its proposed use.

PUBLIC BENEFIT: Describe in detail the benefits Newburyport will receive from the Project and how the Project fulfills the Community Preservation Committee’s Project Evaluation Criteria.

CONTROL OF SITE: Indicate whether the applicant owns or has a purchase agreement for the Project site. If the property is under agreement, include a description of the agreement and the timing and conditions. If the applicant does not have site control, explain.

FEASIBILITY: List all steps that may be required for completion of the Project, such as environmental assessment, zoning or other approvals, agreement on terms of any required conservation, affordability or historic preservation restrictions, and any other known issues. For projects that may impact abutters or the neighborhood, describe support or objections from those affected.

PROJECT TIMELINE: Describe the anticipated steps or phases for completion of the Project. Demonstrate whether the Project will be ready to proceed in the coming fiscal year.

FUNDING:

A. **Amount of Newburyport Community Preservation Funding Requested:**
\$ _____

B. **Other Sources of Funding Available:** If funding from other sources may be available for the Project, please complete the following table:

SOURCE OF FUNDING	AMOUNT REQUESTED	STATUS (COMMITTED Y/N IF NOT-WHEN)	CONTINGENT ON CP FUNDS (Y/N)

ATTACHMENTS:

Include the following with ALL copies of the application:

- ❑ Assessor's map showing location of the Project
- ❑ Photographs
- ❑ Recent written estimates of cost with detailed scope of work
- ❑ Proposed oversight and management plan for the Project
- ❑ If the project involves public property, provide verification that the applicable public agency or department supports the project as presented and will oversee the project if funded.
- ❑ Historic resources include buildings, structures, vessel real properties, documents or artifacts that are listed or eligible for listing on the state register of historic place or determined to be significant in the history, archeology, architecture or culture of the city by the local historic preservation commission. If the project involves a historic resource, please provide evidence (date of listing on the state register or a letter from the Newburyport Historical Commission confirming its determination of significance) with the application that it meets these criteria

Include the following, if applicable and available:

- ❑ Architectural plans and specifications, for new construction or rehabilitation
- ❑ Maps, renderings, site plans
- ❑ Historic structures report, existing conditions report
- ❑ Names and addresses of project architects, contractors and consultants
- ❑ Budgets
- ❑ Letters of Support

Attach additional sheets as necessary to answer all questions.

YOU MAY BE REQUESTED TO PROVIDE ADDITIONAL INFORMATION.

For questions contact: Office of Planning and Development
Newburyport City Hall
planning@cityofnewburyport.com
(978) 465-4400