

*Strike-throughs and underlines reflect changes recommended by Historic Preservation Board on May 2, 2000.*

### **House ~~m~~Moving Program for Architecturally Significant Buildings**

The Historic Preservation Board must approve all disbursements of money, prior to final approval either by the City Commission or by the City Manager or designee, depending upon the amount of the disbursement.

Total funding availability is \$10,000 per fiscal year. Criteria for disbursement may change if funding is increased.

#### **Criteria for Eligibility**

Building/structure must be located in the City of Gainesville and be architecturally significant, which is determined either by documentation with Florida Site File for the property or through staff recommendation and Historic Preservation Board approval. A building must be 50 years of age, be built in a recognized architectural style, and must retain its physical integrity (i.e., no radical alterations to building plan, porches, or important character defining features of the building). Grant award preference is given to residential buildings/structures, but non-residential buildings/structures will be given full consideration based upon availability of funds.

If located in an existing historic district building/structure must be threatened by imminent development (i.e., approved development order or demolition permit) and a lot must be available within the same historic district for the building to be relocated to. Funding for the relocation of a building into or out of a historic district can be approved if the Historic Preservation Board first approves a Certificate of Appropriateness allowing the request.

Building must not be considered a "dangerous building" according to the City's Code Enforcement Division. In addition, applicant must not have a history of code violations on any property in which the applicant has an interest.

Building/structure must be relocated within the City of Gainesville.

#### **Disbursement/Collection of Money**

Applicant must match City grant with at least 50 percent of his/her own funds.

The Historic Preservation Board can authorize a grant of up to 50 percent of the moving program "~~House moving Program~~" budget for each request for relocation funding. (This provision is to ensure that one building relocation request early in the fiscal year does not exhaust the entire budget to the detriment of future requests.) Applicants are limited to one grant-funded project every three years.



A certificate of occupancy must be issued for the building/structure within two years of its relocation, or the applicant must reimburse the City for the funding granted plus interest at a rate to be determined by the City. The Historic Preservation Board may approve extensions of the two-year, issuance of certificate of occupancy requirement provided the applicant can demonstrate extraordinary difficulties such as failure to achieve financing or other exigencies that prevented the timely completion of the work. The applicant can show due diligence by documenting the progress of the work through receipts, approved permits, inspection notices, or photographs (with dates) of the work. In the event of applicant failure to reimburse the City in cases where reimbursement is required, the City at its sole discretion may impose a lien on the subject property, take possession of the building/structure, or impose any other legal measures necessary to recover the funding previously granted plus interest, in addition to any other costs incurred due to non-reimbursement by the applicant.

Applicant must sign a contract with the City Manager or designee agreeing to the terms and obligations stated above.

# *City of Gainesville*

**Inter-Office Communication**

**Department of Community Development**

**Phone: 334-5022 ♦ Fax: 334-2282 ♦ Station #11**

**Date:** May 2, 2000

**To:** Historic Preservation Board

**From:** Planning Division Staff

**Subject:** Low-interest Loan Program for Moving Architecturally Significant Houses

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The City Commission approved a house-moving program (attached) during its meeting of September 27, 1999. The approval limited the funding \$10,000 per fiscal year, with any one grant limited to 50 percent of the program's budget for moving architecturally significant houses at least 50 years of age within the city. The grant can be for up to 50 percent of an applicant's cost to move such a house. The Commission also requested that staff explore the idea of a low-interest loan or other program in addition to or instead of the approved grant program.

Planning staff has discussed the idea of a low-interest loan program with staff from the Housing Division, which has considerable experience with loan administration. Low-interest loans administered through the Community Development Department's Housing Division typically have an annual interest rate of 3 to 5 percent, which is below market value. Such loans have market appeal, but their administrative costs are relatively high. Establishing a program would require identifying a source of funds, establishing maximum loan amounts and terms, developing an application process, developing applicant eligibility criteria, establishing insurance requirements, and developing repayment and other performance criteria.

One advantage of a loan program over a grant program is that accrued interest payments to the City could be used as a source of funds for the house-moving program. A loan program also has the advantage of creating a recorded mortgage that runs with the property, thus allowing for placement of a lien if necessary, and monitoring changes in ownership. Unlike the case of a grant, non-performance of contractual terms by one owner would not obviate the contractual obligations of a subsequent owner of the property. However, given the probable relatively small amount of a house-moving loan, the City would likely have an inferior lien position and would predictably encounter difficulty in collection.

Staff has prepared the attached table showing three different scenarios for a low-interest house-moving loan program. Scenario 1 is for a \$10,000 program budget, Scenario 2 is for \$30,000, and Scenario 3 is for \$50,000. Each has a 5-year payback period. Scenarios 1 and 2 are based on \$5,000 loans and Scenario 3 on \$10,000 loans. The table shows that the \$10,000 loan

program would grow by over \$1,300 (unadjusted for inflation, no loan delinquency assumed) at the end of the 5-year payback period for a total program amount of \$11,322.60. The \$30,000 program would grow by over \$3,900 over 5 years for a total program amount of \$33,968.40. The \$50,000 would grow by more than \$6,600 for a total of \$56,613.60.

The Building Inspections Department has provided a listing of house (and other structures)-moving permits for 1997, 1998 and 1999. Twenty-one permits were issued in during this 3-year period, and 12 of the 21 total permits were for moves to locations outside of the city. Of the 9 structures that were moved to other locations in the city, 6 were houses, one of which burned down before it was moved. The other 3 permitted moves were for non-residential structures. These consisted of a city-owned building (moved from 505 NW 3<sup>rd</sup> ST to 423 NW 6<sup>th</sup> ST), one storage shed, and a historic tobacco barn moved from the University of FL campus to southeast Gainesville (behind the former Coca-Cola bottling plant), where it is to serve as an artist's studio.

Given the rather low number (9) of permits issued for moves within the city during the past 3 calendar years, possible expansion of the house-moving program to include architecturally significant non-residential structures is something that the Board may wish to consider.

A source of funds for a low-interest loan program has not been identified. The budget for the existing house-moving grant program is \$10,000 per fiscal year. One house-moving grant for \$5,000 has been approved since program inception in September 1999.

Staff wishes to discuss the concept of a low-interest, house-moving loan program with the Historic Preservation Board and to communicate any recommendation that the Board may have at an upcoming meeting of the City Commission.

Respectfully Submitted,



Dean Mimms, AICP  
Chief of Comprehensive Planning

Cc: D. Henrichs, Historic Preservation Planner

Attachments

## **House-moving Program**

The Historic Preservation Board must approve all disbursements of money, prior to final approval either by the City Commission or by the City Manager or designee, depending upon the amount of the disbursement.

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### **Criteria for Eligibility**

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If located in an existing historic district building/structure must be threatened by imminent development (i.e., approved development order or demolition permit) and a lot must be available within the same historic district for the building to be relocated to. Funding for the relocation of a building into or out of a historic district can be approved if the Historic Preservation Board first approves a Certificate of Appropriateness allowing the request.

Building must not be considered a "dangerous building" according to the City's Code Enforcement Division. In addition, applicant must not have a history of code violations on any property in which the applicant has an interest.

Building/structure must be relocated within the City of Gainesville.

### **Disbursement/Collection of Money**

Applicant must match City grant with at least 50 percent of his/her own funds.

The Historic Preservation Board can authorize a grant of up to 50 percent of the "House-moving Program" budget for each request for relocation funding. (This provision is to ensure that one building relocation request early in the fiscal year does not exhaust the entire budget to the detriment of future requests.) Applicants are limited to one grant-funded project every three years.

House-moving Program  
Approved September 27, 1999

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Applicant must sign a contract with the City Manager or designee agreeing to the terms and obligations stated above.

## Scenarios for Low-Interest House-Moving Loan Program(s)

Program Scenario	Program Budget	Average Loan Amount	Maximum Loans Possible	Pay-Back Period	Monthly Payments at 5%	Program Total Year 5	Program Total Year 10
<b>1</b>	\$ 10,000.00	\$ 5,000.00	2	5 Years	\$ 188.71	\$ 11,322.60	\$ 12,820.29
<b>2</b>	\$ 30,000.00	\$ 5,000.00	6	5 Years	\$ 566.14	\$ 33,968.40	\$ 38,461.54
<b>3</b>	\$ 50,000.00	\$ 10,000.00	5	5 Years	\$ 943.56	\$ 56,613.60	\$ 64,102.11



## CONTACTS

City of Gainesville Community Development  
Department (Historic Preservation Planner)  
(352) 334-5022  
306 NE 6<sup>th</sup> Avenue, Building B  
Gainesville, Florida 32602

City of Gainesville Building Department  
(352) 334-5050  
306 NE 6<sup>th</sup> Avenue, Building B  
Gainesville, Florida 32602

Gainesville Regional Utilities  
(352) 334-3400  
(Electric, Water and Gas)  
301 SE 4<sup>th</sup> Avenue  
Gainesville, Florida 32601

BellSouth  
(352) 333-9243  
(Engineering)  
6026 NW 1<sup>st</sup> Place  
Gainesville, Florida 32607

Cox Communications  
(352) 337-2176  
6020 NW 43<sup>rd</sup> Street  
Gainesville, Florida 32614-7012

One Call Center  
1-800-432-7770  
(For location of utility lines)

Florida Department of Transportation  
(352) 381-4300  
(Permit Department)  
5301 NE 39<sup>th</sup> Avenue  
Gainesville, Florida 32609

City of Gainesville Public Works Department  
(352) 334-5070  
(Traffic Engineering)  
306 NE 6<sup>th</sup> Avenue, Building B  
Gainesville, Florida 32602

## CONTACTS (continued)

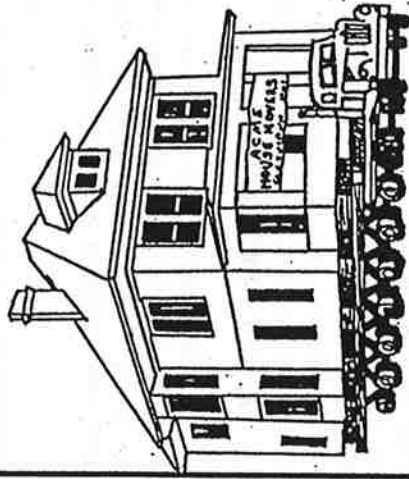
Alachua County Public Works Department  
(352) 462-2257  
5620 NW 120<sup>th</sup> Lane  
Hague, Florida 32653

City of Gainesville Parks and Recreation Department  
(352) 334-2171  
(City Arborist)  
405 SW 39<sup>th</sup> Avenue, Building S  
Gainesville, Florida 32602

City of Gainesville Police Department  
(352) 334-2400  
721 NW 6<sup>th</sup> Street  
Gainesville, Florida 32601

City of Gainesville Fire and Rescue  
(352) 334-5078  
1025 NE 13<sup>th</sup> Street  
Gainesville, Florida 32601

# IMPORTANT INFORMATION ABOUT



# MOVING YOUR HOUSE



MAY 2000

## HOUSE-MOVING

Moving a house is a major undertaking. Coordination between the City of Gainesville and other local and state agencies is required to successfully move a house. If you stopped and thought about the many details that could be involved in moving a house, you would probably end up with many questions! This brochure has been developed to help answer questions you may have about the house-moving process.

The following information provides a basic outline of the steps necessary for moving a house. It also contains helpful suggestions and a list of all agencies involved in the process of moving a house.

### THE FIRST STEP CENTER

If you are considering moving a house, we highly recommend setting up a First Step appointment. The First Step Center is the City of Gainesville's permit and development assistance center. The center provides a convenient, one-stop location where all interested persons can obtain permitting information from several city departments at one time.

A First Step appointment is a great way to discuss your house-moving project with all involved city departments. To schedule a First Step appointment, please call (352) 334-5055, Monday through Friday, 8:00 a.m. to 5:00 p.m.

If you decide not to schedule a First Step appointment, you must contact each involved agency for their individual requirements in the house-moving process. These agencies are listed at the end of this brochure.

### HOUSE-MOVING REQUIREMENTS

Moving a house will require permitting and inspections both before and after your house is moved. There will be necessary steps to follow in order to prepare your house before it is moved, as well as steps to follow once your house has been moved to its new location. The City of Gainesville Building Department is responsible for issuing most of the permits required for moving a house.

It is important to note that proper inspections will be required of both the old and new properties in accordance to the requirements set forth by the City of Gainesville Building Department.

The permitting process also involves other public agencies besides departments within the City of Gainesville. Agencies such as Gainesville Regional Utilities (GRU) and the Florida Department of Transportation (FDOT) have additional requirements and fees. Information on how to contact these local and state agencies has been included at the end of this brochure.

Further information can be obtained by visiting or calling the City of Gainesville Building Department, which is located in the Historic Thomas Center at 306 NE 6<sup>th</sup> Avenue, Building B, Gainesville, Florida 32602. The phone number is (352) 334-5050.

### HOUSE-MOVING PERMITS:

A house-moving permit is required any time you move a building into, out of, or within the city limits. A properly licensed house-moving contractor must apply for a house-moving permit with the City of Gainesville Building Department. Applications can be picked up at the City of Gainesville Building Department. Fees for moving permits are calculated according to the number of floors in your house.

After the house-moving contractor submits the moving permit application, the Building Department and Historic Preservation Planner review the application. The Historic Preservation Planner will review the project as it relates to zoning and historic preservation issues. If the house is located within, or is being moved to, a historic district within the city, the Planner will contact the applicant if it is determined that special approval by the Historic Preservation Board is also required for the house-moving application.

After the application has been approved, the house-moving contractor, licensed building contractor or owner-occupier applies for the building foundation permit (the application may be made earlier).

### FOUNDATION AND REMODEL PERMITS:

Separate permits are required for the new foundation and for remodeling of the home in its new location. The issuance of a remodel permit will require the house to meet current code requirements. The cost of the foundation and remodel permits is based on the cost of the job. Other permits may also be required. Please contact the City of Gainesville Building Department for further information or find out more at your First Step appointment!

### LOCAL AND STATE AGENCY APPROVAL

The house-moving permit application contains a list of local and state agencies that must sign off on the permit application before the permit can be issued by the City of Gainesville Building Department. These local and state agencies will have requirements and fees in addition to those of the City of Gainesville Building Department.

A complete list of the public agencies and private entities involved in moving your house is listed on the back of this brochure. Remember, if you choose not to make a First Step appointment, you must contact each agency listed. They have their own pertinent requirements in addition to the ones for the City of Gainesville Building Department. Some of these agencies require a lead time of 8 weeks, so please allow plenty of time as you undertake your house-moving project!

### FINANCIAL ASSISTANCE

The City has a House-moving Program that can provide limited financial assistance for moving architecturally significant houses at least 50 years of age within the city. The Historic Preservation Board must approve all requests for financial assistance, prior to final approval either by the City Commission or by the City Manager or designee, depending upon the size of the request.