



Historic Preservation Grant Application

Last Revised: 5/2/2025

Section One: Contact Information

OWNER:

Name _____ Email _____

Address _____

Home Phone _____ Work Phone _____ Mobile Phone _____

APPLICANT: *Check if same as above* ____

Name _____ Email _____

Address _____

Home Phone _____ Work Phone _____ Mobile Phone _____

OWNERSHIP: *(Please Check One)*

____ Applicant is the owner of the subject property and is the signer of the application. Please provide documentation proving title.

____ Applicant is the contract purchaser of the subject property, and has attached a copy of the contract, along with a signed notarized statement by the owner authorizing the project scope of work.

____ Applicant is acting on behalf of the owner, and has attached a signed notarized statement by the owner authorizing the project scope of work.

Section Two: Property Information

Subject Property Address: _____

Date of Property Purchase: _____ Historic District/Landmark: _____

Number of Dwelling Units (If above five, application is not eligible): _____

Owner Occupied: ____ Yes or ____ No

Section Three: Additional Documentation Requirements

1. Photographs of the house. Please include photos of all areas to be restored. Photos should be labeled.
2. Two detailed cost estimates per type of restoration work to be performed.
3. Please note estimates for non-owner-occupied homes must incorporate prevailing wage.
4. Proof of property ownership – i.e. property warranty deed, most recent property tax form, land contract registered with the respective county.
5. A detailed narrative that includes a description of the current condition and the work to be performed.
The following work is ineligible: driveway repavement, new asphalt roofs, fencing, landscaping, painting aluminum siding, non-original decks, k-style gutters, aluminum storm windows and doors, and additions.

Section Four: Future Steps/Process

The grant applications will be ranked based upon project scope with the highest rated projects being recommended to the City Council by the Preservation Commission for approval. Following approval, a meeting with staff is required to review the project agreement and the grant process. Below is a list of additional items that may also be required as part of the review process:

- Historic Certificate of Appropriateness (HCOA) Application (*required for all projects*)
- Building Permit Application
- Scaled drawings of the proposed project
- Specifications and/or product information for materials to be used
- Material and/or color samples
- W-9 form upon approval of the grant

Detailed Narrative

(Provide a detailed narrative and cost breakdown, **in addition to the cost estimates**, of the project scope, including a description of what architectural elements are being impacted, changes to the original fabric, detailed information/specifications of any new materials being used, description of how repairs will be conducted, etc. If scope of work differ between cost estimates, please include an explanation.)

Please submit completed applications to COAPPlanning@aurora.il.us (provide all required documents in one email) or at the above addresses