

NOTICE OF PUBLIC MEETING

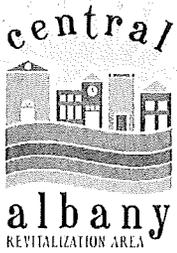
CENTRAL ALBANY REVITALIZATION AREA ADVISORY BOARD
City Hall Council Chambers
Wednesday, November 20, 2013
5:15 p.m.

AGENDA

1. CALL TO ORDER (Chair Rich Catlin)
2. ROLL CALL
3. APPROVAL OF MINUTES
 - October 16, 2013. [Pages 2-4]
 - Action: _____
4. SCHEDULED BUSINESS
 - a. Business from the Public
 - b. Funding Request: Novak's Hungarian Restaurant. [Pages 5-36] (Porsche/Novak)
Action: _____
 - c. Review of Historic Homebuyer Program. [Pages 37-40] (Porsche/Ryals)
Action: _____
 - d. Staff updates and issues. [Verbal] (Porsche)
 - Open House Monday, December 2
 - Meet in December or cancel meeting?
 - Action: _____
5. BUSINESS FROM THE BOARD
6. NEXT MEETING DATE: *Wednesday, December 18, 2013*
7. ADJOURNMENT

City of Albany Web site: www.cityofalbany.net

The location of the meeting/hearing is accessible to the disabled. If you have a disability that requires accommodation, advance notice is requested by notifying the City Manager's Office at 541-917-7508, 541-704-2307, or 541-917-7519.



APPROVED: _____

CITY OF ALBANY
Central Albany Revitalization Area Advisory Board
City Hall Council Chambers, 333 Broadalbin Street SW
Wednesday, October 16, 2013

MINUTES

Advisory Board Members present: Russ Allen, Rich Catlin, Bill Coburn, Floyd Collins, Bessie Johnson, Rich Kellum, Sharon Konopa, Ray Kopczynski, Danon Kroessin, Dick Olsen

Advisory Board Members absent: Loyd Henion, Mark Spence, Maura Wilson (all excused)

CALL TO ORDER

Chair Rich Catlin called the meeting to order at 5:15 p.m.

APPROVAL OF MINUTES

September 18, 2013

MOTION: Rich Kellum moved to approve the minutes as presented. Bill Coburn seconded the motion, and it passed 10-0.

SCHEDULED BUSINESS

Business from the Public

There was no business from the public.

Decision Grid for November

Economic Development & Urban Renewal Director Kate Porsche said that the CARA Advisory Board will be hearing applications for the Storefront Revitalization Grant and Focus Area Loan programs in November. She drew attention to the *Project Evaluation Grid* and *Project Quick Review Grid*, which have been used by the Board to evaluate projects in the past. She asked whether the Board would like to use one or both of these tools in evaluating applications next month.

Kellum referred to the goal of job creation in the decision grids. He asked if consideration should be given to whether the jobs created are net jobs. He is concerned about the potential of choosing to help a business which may take jobs and business away from an existing business in another part of town.

Sharon Konopa said that the City has not asked other retailers to specify net jobs; Lowe's is an example of a business that received incentives but could potentially take jobs from other retailers.

Dick Olsen said that he has heard of businesses, such as winemakers, cooperating to the point that the area becomes known for their product and all are doing well. He would not want to say no to one hardware store just because there is already a hardware store downtown.

Catlin asked how an applicant would show that they are creating net jobs. Kellum said the applicant could be asked whether they compete with existing businesses or whether they offer something different that may augment what others are doing. Catlin asked about the example of Deluxe Brewing and Calapooia Brewing,

two companies that both produce beer. Kellum said that these companies cooperate and each produce a different style of beer; he would not see one as taking business away from the other. Brief discussion followed.

Bessie Johnson said that it has been made clear by the City Attorney that the City cannot choose which businesses open up. Refusing to help a certain type of restaurant because there are others of that type in town is a slippery slope that concerns her.

Konopa said that most of CARA's support goes to the building and not the business. Kellum clarified that his concerns are not pertinent to assisting with building facades. Porsche said that job creation may not even be applicable for the two programs to be considered next month. She suggested that the Board could make decisions about job creation when finalizing the decision grid for the economic development programs.

Johnson initiated discussion about the grid item related to local labor and materials. Porsche noted that the City Attorney has advised that applicants should not be required to use local labor and materials but that issue could be considered in the decision process. Question 12 of the application asks for information regarding other virtues or benefits the project provides. Johnson suggested this question be revised to specifically ask about benefits to Albany.

In discussion, Porsche said that the project scope is outlined in the application which then becomes the main exhibit to the contract. Floyd Collins said that the grid is simply a tool and the Board will be able to ask additional questions of the applicant, such as their business plan, marketing, and competition.

Porsche asked which of the grids the Board would find useful in evaluating requests. In discussion, Board members said that each of the grids are useful in different ways. It was agreed that both will be provided.

Porsche drew attention to the *CARA Funding Application*. In response to an inquiry from Collins, Porsche said that Item 7 asks for information about estimated project value upon completion which is used by staff to calculate potential tax increment and return on investment. That information is tracked by staff and could be provided to the Board, understanding that it is a rough estimate based on a handful of assumptions. The Board indicated that it did not need to see the spreadsheets. Porsche said a question could be added to the application which asks if a return on the investment via tax increment is likely, and there was general agreement to do so.

Porsche said the Board has indicated that applicants should submit at least two bids; however, it has proved challenging to get multiple bids for awnings because only one business does that work in the area. It was agreed to require two or three bids or an explanation of why multiple bids could not be provided.

Porsche drew attention to the question that asks about number of jobs created. Catlin suggested that the question be retained on the application for comparison purposes.

Porsche said that she has been asked whether applicants may apply for funds from more than one program. Ray Kopczynski said that applicants should be allowed to apply for only one CARA program, and there was general agreement.

Kopczynski said that it is very important that applications be complete. Porsche agreed; incomplete applications will be returned to the applicant.

Russ Allen said that it would be appropriate for business owners to be eligible for the grant program; however, only property owners would be eligible for the loan program since they would have the authority to sign off on a lien. Porsche agreed to revise the contract language accordingly.

Kopczynski asked if the personal information provided on the last page of the application would be subject to the Freedom of Information Act. If so, he suggested the form include an option for the applicant to actively request that the information not be released. Porsche will check with the City Recorder and City Attorney.

Program Discussion: Historic Homebuyer Loans

Porsche said that she has been working with the Landmarks Commission on ideas for the Historic Homebuyer Loan program. A presentation on that work will be made to the CARA Advisory Board at a future meeting.

Staff Updates and Issues

Porsche drew attention to the *St. Francis/Rhodes Property Conceptual Reuse Report* (see agenda file). Several groups contributed to have this study done, including Restore Oregon, the Albany Downtown Association, the owners of the property, and this body. The report outlines potential uses for the building and provides some cost estimates. It is hoped that the report will spur interest in development at the site. Allen said that parking does not appear to be addressed in the report. Porsche said that the issue of parking has been discussed at length. The consultants have indicated that it is typical in cities to have loading in front of the building with leased parking nearby. The City has a plan that would change the parking alignment around the post office to create more parking, and there is the possibility of having leased parking at a nearby location such as the JC Penney building.

Porsche drew attention to a memorandum from the Albany Main Street Design Committee requesting \$3,750 to purchase 300 strings of lights for 60 trees on First Avenue, as detailed in the memo. She noted that the Board previously set aside \$25,000 for downtown beautification projects with the direction that each request be brought back for consideration. Konopa said that she believes this project would qualify for money set aside from the transient room tax for this purpose. Brief discussion followed.

MOTION: Konopa moved that CARA fund the \$3,750 request pending the Albany Downtown Association determining if this expenditure would fit in with the Albany Main Street program funds they receive from transient room tax. Kellum seconded the motion, and it passed 9-0 with Catlin abstaining.

BUSINESS FROM THE BOARD

There was no additional business from the Board.

NEXT MEETING DATE

The next meeting of the CARA Advisory Board is scheduled for Wednesday, November 20, 2013, 5:15 p.m., in the Council Chambers.

ADJOURNMENT

Hearing no further business, Chair Catlin adjourned the meeting at 6:42 p.m.

Submitted by,

Reviewed by,

Teresa Nix
Administrative Assistant

Kate Porsche
Economic Development & Urban Renewal Director



TO: CARA Advisory Board

FROM: Kate Porsche, Economic Development & Urban Renewal Director *Kate Porsche*

DATE: November 14, 2013, for November 20, 2013, CARA Advisory Board Meeting

SUBJECT: Staff Report – Novak Request

Background

After the CARA Advisory Board set up the two new programs, staff sent out news releases and worked to let people know about the program. The deadline was only a month from the advertising but yielded one excellent application for this round of funding.

Please see the attached Project Evaluation Grid and the Project Quick Review Grid, as well as the attached application materials for details on the request.

The applicant will be on hand to answer questions and review the project with you.

KCP:ldh

Attachments 3

G:\CARA\CARA Advisory Board\2013\Staff Reports\11.14.13 Staff Report Novak Request.docx



Project Evaluation Grid: Novaks Hungarian Restaurant

Request: \$126,000/ Focus Area Loan

	Item	Description	Staff Analysis/Comments
<i>Overall Goals</i>			
A)	<p>CARA Goal & Objectives: The purpose of this CARA Plan is to eliminate blighting influences found in the CARA, to implement goals and objectives of the City of Albany Comprehensive Plan, and to implement development strategies and objectives for the CARA. The goal and objectives for the CARA have been defined as follows:</p> <p>CARA Goal: To revitalize the Central Albany Revitalization Area by implementing the Town Center Plan developed through the Central Albany Land Use & Transportation Study (CALUTS) using a citizen-driven process.</p>	<p>Does the project further the Town Center Plan? Which of CARA's objectives does the project meet?</p> <p>CARA Key Objectives:</p> <ul style="list-style-type: none"> ◆ Attract new private investment to the area. ◆ Retain and enhance the value of existing private investment and public investment in the area. <p>CARA Additional Objectives:</p> <ul style="list-style-type: none"> ◆ Provide a safe and convenient transportation network that encourages pedestrian & bicycle access to and within the town center. ◆ Preserve the Historic Districts, historic resources and existing housing in the area. ◆ Create a readily identifiable core that is unique and vibrant with a mixture of entertainment, housing, specialty shops, offices, and other commercial uses. ◆ Increase residential density in the area. ◆ Encourage the development of new forms of housing and home ownership. ◆ Enhance and protect the community and environmental values of waterway corridors in the area. ◆ Provide an enriching environment and livable neighborhoods. 	<p>The project meets the following objectives: CARA Key Objectives:</p> <ul style="list-style-type: none"> ◆ Retain and enhance the value of existing private investment and public investment in the area. <p>CARA Additional Objectives:</p> <ul style="list-style-type: none"> ◆ Preserve the Historic Districts, historic resources and existing housing in the area. ◆ Create a readily identifiable core that is unique and vibrant with a mixture of entertainment, housing, specialty shops, offices, and other commercial uses. ◆ Provide an enriching environment and livable neighborhoods.
B)	<p>CARA Planned Projects</p>	<p>Which project category and activity in the UR Plan does this project fulfill? (See CARA Project Activities document, or Table 2 of the UR Plan and Report)</p>	<p>#2 - Commercial Building Rehabilitation Provide technical assistance and financing &/or grants for the redevelopment of commercial structures, including focus on allowing active re-use of Downtown upper floors and structural issues. #3 - Storefront Revitalization Program Multi-year program to provide design, financing &/or grants to renovate commercial facades in HD, CD, LE, MS zones including awnings and signage.</p>
C)	<p>Development Pattern (Highest and Best Use)</p>	<p>Does it achieve desired land use (e.g., mixed-use, higher density) and/or transportation objectives (e.g., Esplanade, pedestrian-friendly areas)?</p> <p>Is the proposed project desired in this location and the highest and best use of the property?</p>	<p>Yes, the building is zoned HD - historic downtown, and the use as a restaurant would be a desired use in this location and one of the highest and best uses for the property.</p>

D)	Blight	Would it remedy a severely blighted building? How?	The building is currently vacant and in disrepair. Additionally, the historic features of the building have been severely compromised. This project would restore the historic façade, repair the building and bring a vibrant well-loved restaurant to the location.
E)	Preservation	Would it rehabilitate or sensitively redevelop a historic property?	Yes. The building, known as the Broders Meat Market was constructed circa 1898 and is a historic contributing resource in the Downtown Historic District. Please see architect Rob Dortignacq's report for further information.
F)	Vitality/People Attractor	Does the general public benefit (i.e. restaurant, carousel, something they can go to, utilize)?	Yes, as the only Hungarian restaurant in the state and one of only three on the west coast, this restaurant has a strong following and great customer base. They will be open for, lunch, dinner and Sunday brunch providing a draw to downtown on all days, in the evenings and on the weekends.
G)	Retail Hotspot (1 st Avenue between Lyon and Calapooia)	Is the project located in the Retail Hotspot? If so, will the first floor use be active retail, as recommended in the Retail Refinement Plan?	No, the project is on 2 nd Avenue between Broadalbin and Ellsworth streets.
H)	Sustainable Building	Will the building be built using sustainable practices including LEED or others?	Yes, the applicant states they will include environmentally friendly features in their project such as an energy efficient "cool" roof, features that will allow them to continue their recycling and composting efforts, as well as their redistribution of fry oil into bio-diesel.
I)	Residential	Is there a residential component? How many units?	No. The building does not have an upper floor and residential use would not be allowed on the first floor, so this is N/A.
<i>Economic Development</i>			
J)	Bring new business to Albany	Will a new business open or come to Albany as a part of this project?	Staff would classify this as business retention--the relocation into a smaller restaurant space will allow their business to continue on in Albany.
K)	Job Creation	Will the project create additional jobs? How many, what types and what salary level?	No.
L)	Local Labor and Materials	Has applicant specifically called out a commitment to use a certain percent or amount of local labor and/or materials?	Yes, the applicant made note of use of local businesses, equipment and suppliers. The list of local partners and businesses can be found under question 12 in the application.

<i>Financial</i>			
M)	Ratio	Proposed CARA funds Other public funds (applied for) Private funds % of CARA Investment	\$126,000 CARA Loan \$ 20,000 (applied for State façade grant) \$501,000 20%
N)	Financial Impacts	What are the financial risks and/or financial benefits to CARA?	This project would use \$126,000 of the \$300,000 set aside for the Focus Area Loan Program.
O)	Gap	What is the "Gap" or need of the developer?	The applicant indicates that the costs of moving and historic renovation are greater than that of a traditional reconstruction project.
P)	Private Risk	What is the risk for the developer? What is their skin in the game?	Relocation of the business is a risk, additionally the project will cost almost \$627,000 total.
Q)	Tax Increment	Will the project generate an increase in the assessed tax base?	The building is not on the historic property-tax freeze and work on the building will likely generate an increase in the assessed amount. In addition to the repayment of the loan.
R)	Tax Increment ROI	Is the ROI on this project less than 5 years, less than 7 years?	Rough estimates of ROI on this project show a return by year 15. This is in addition to the repayment of the loan funds.

CARA Project Quick Review Grid

For November 20, 2013 meeting

	Project	Novak's
Evaluation Category & Criteria		
<i>Overall Goals</i>		
A)	Further the Town Center Plan	↑
C)	Development Pattern (Highest & Best Use)	↑
D)	Blight	↑
E)	Preservation	↑
F)	Vitality/People Attractor	↑
G)	Located in Retail Hotspot	↓
H)	Sustainable Building	↑
I)	Residential Component	N/A
<i>Economic Development</i>		
J)	Bring new business to Albany	→
K)	Additional Job Creation	↓
L)	Local Labor and Materials	↑
<i>Financial</i>		
M)	Proposed CARA funds	\$ 126,000
	Other Proposed public funds	\$ 20,000
	Private funds	\$ 481,000
	Total project cost	\$ 627,000
	% of CARA Investment	20%
	% Private Investment	77%
Q)	Tax Increment	↑
R)	Tax Increment ROI	none

Green

8

Key

Meets Criteria



Potentially or somewhat Meets



Does Not Meet Criteria



Focus Area Loan Program

Cara Funding Application

333 Broadalbin Street SW, Albany OR 97321

1. Applicant

Name: Novaks Hungarian Restaurant

Address: 2306 heritage Way SE, Albany OR 97322

Contact Name: Karen Novak 541-967-9488, fax 541-967- 9498
info@novakshungarian.com

2. Business/Building Information

Legal Business Name: Novaks Hungarian Restaurant Inc.

in operation 30 years April, 2014

Legal Form: S-Corp, State of OR

Have never filed bankruptcy

Project Address: 208 2rdAve. Albany OR 97321

Property Tax Account Number: 11503W06CC 10400

The Building **IS** a Historic Contributing Resource – YES

Is it on the Historic Property-Tax Freeze? NO

3. Owner of Property Transaction in progress

4. N/A

5. Description of Project:

Remodel Of Former Meat Market building to Restaurant Space.

Remodel will include restoring the character defining features of both the exterior and interior of the building and will meet with the Department of the Interior's Standards for Rehabilitation of Historic Properties. The exterior windows at the front and the back of the building will be updated and designed to fit with the historical authenticity of the space. Light fixtures and frosted or stained glass will be used to add natural light. Original doors, molding and /or fixtures found within the building will be re-used in the remodel. The professional kitchen from Novak's current location will be moved and re-installed in the back half of the building. Duct work will be painted to minimize its appearance and wooden beams will be added to the space for support of the new roof and equipment as well as a great aesthetic feature.

There will be improvements to the weatherization and insulation of the building including an energy audit, the installation of new HVAC equipment, an environmentally "cool" roof and other features necessitated by the energy evaluation. The installation of the HVAC system will take into account the energy needs while retaining the historic character of the building.

The building will be an ongoing work in progress as acquisition of historically accurate materials such as authentic wrought iron beams may involve some time and effort to locate.

*Current and Historical pictures of the site are included, as well as, initial construction plans for the space

6. Timeline for Completion: June 2014

7. Project costs:

Estimated cost of Project: \$ 627,000.00+/-

Estimated Value of Project upon Completion: \$ 627,000.00

Sources for Project:

Owner/Company Contribution: \$20,000.00

Bank(Estimate): \$485,000.00 ???

Other Governmental: Applying for State "Diamond in the Rough"
Grant (up to \$20,000.00)

CARA(proposed) \$ 126,000.00

* availability of any additional funding would be greatly appreciated

Uses for Project:

Land and or Building Acquisition:	\$ 125,000.00
Permits/Licenses and Architectural Fees	\$47,000.00
Construction Costs	\$ 430,000.00* see attached bid
Working Capital	\$ 15,000.00* final May expenses
Other	\$ 10,000* purchase of new furniture
Total Uses:	\$ 627,000.00

8. Who prepared your cost estimates: B & W Builders LLC, NW Architecture, and Kaymarie Novak

9. Explain Why CARA funding is necessary to insure project completion.

Our parents literally walked out of Hungary in the midst of January snow to flee arrest from the communists during the Hungarian Revolution of 1956. They had but one goal – to make it to freedom in the United States. In 1984 following Papa's layoff from Wa Chang, we opened the original Novak's Hungarian Paprikas in an old Hobby shop building leased from the Assembly of God Church. Thus giving Albany the honor of being one of a handful towns in the entire country to have an authentic Hungarian Restaurant. There are only 3 on the west coast and 19 Hungarian Restaurants in the entire county. The unique aspects of our restaurant has allowed us to become a destination spot included in many of the tour groups visiting the Albany area.

The prospect of owning a business was a realization of the American Dream. Papa has always believed that with freedom comes responsibility. Part of that responsibility has been in serving the local community. The restaurant has allowed us the opportunity to serve the city of Albany in many ways including donations to our local schools and churches, as well as our Annual Free Thanksgiving Dinner. This service was nationally recognized in 2010 by the National Restaurant Association. Mama and Papa were the recipients of the American Dream Award in a Ceremony in Washington D.C.

This recognition however has not shielded us from the economic challenges of the last 7 years. Like many individuals and businesses today we are struggling to adjust to the increased costs of doing business, as well as, our customers decreasing personal budgets. We are also struggling to deal with repair and maintenance costs of a damaged building. These economic restraints have encouraged us to return to our roots and open a smaller more intimate restaurant.

The CARA funds are needed because the costs of moving ,and historic renovation are greater than that of a traditional reconstruction project. We are striving for authenticity both in our menu and in our building, and as our funding is limited we truly need CARA assistance to complete the project.

10. Where else have you looked for funding?

Umpqua Bank, Central Willamette Credit Union and currently working with Willamette Community Bank.

11. Considering the project goals outlined in this application, please identify the VALUE your project brings to CARA.

This project would redeem a severely blighted building and replace it with a unique restaurant experience that would allow us to stay a relevant contributor to the business community in Albany.

The new facade with its rediscovered charm would provide one of the many photographic opportunities inside the downtown historic district and encourage more pedestrian traffic. The turn of the century awning, outdoor seating and bright red geraniums will bring an old world charm to the neighborhood. The new locations proximity to the carousel will only enhance the Albany experience and encourage a walking tour of downtown from the carousel to the restaurant location on Second Avenue. As we are often paired in travel itineraries with the carousel the walking access to the new location can only improve opportunities to other area businesses and provide another reason for tour buses to choose to stay in the historic district.

12. Other Virtues or benefits your project provides.

The remodel and construction will employ many local businesses, equipment and supplies. These businesses include BEST heating and air, Gene's Electric, B & W Builders, Parr Lumber and many more. The services will continue to be used for maintenance, service calls and additional modifications as business and finances allow.

We are also developing our online business with the hopes of expanding our base and the establishment of an internet market for Novak's unique products. The possibilities for success in this new emerging market are great and hold limitless potential. We have already been approached by a representative for Amazon.

Environmental considerations are also a priority as the construction will include an energy efficient "cool" roof, and other building features that will allow us to continue our recycling and composting efforts, as well as our redistribution of fry oil into bio-diesel.

13. We have not received CARA funding in the Past

14. Assistance Requested:

Project Costs	\$ 627,000.00
Total Contribution	\$ 481,000.00
Requested from CARA	\$ 126,000.00

15. Breakdown of CARA funds

Item	Amount
Insulation	\$ 6,000.00
Roofing	\$ 15,600.00
Facade	\$ 20,000.00
Fire sprinklers	\$ 11,400.00
Plumbing	\$ 29,880.00
Finish Work	\$ 10,500.00
Drywall	\$ 11,400.00
Electrical	\$ 21,220.00

Certification

The Applicant understands and agrees to the following conditions:

1. Any physical improvements proposed must be approved by the Albany Revitalization Area Agency (ARA) and may require approval by the City of Albany Landmarks Advisory Commission or other entities. These entities may require certain changes or modifications before final approval and Commitment of Funds.
2. Commitment of Funds will not be processed until the Applicant satisfies all conditions.
3. **Any work begun before receipt of a Commitment of Funds notice is ineligible for reimbursement.**
4. Any work deviating from that detailed in the Commitment of Funds must be preapproved in writing to be eligible for reimbursement.
5. While only proprietary information may be held in confidence outside of the public record, CARA will attempt to maintain all information provided in a confidential manner.
6. Originals of all materials prepared with CARA assistance belong to CARA and will be maintained in the public record.
7. Application must be completed in its entirety before being considered; if not, it will be returned for completion.
8. Staff is authorized to independently verify any and all information contained in this application.
9. If CARA's total assistance to the project is greater than \$750,000, prevailing wage for the project may apply.
10. CARA may withhold approval of this application until information satisfactory to CARA is provided.

If the Applicant is not the owner of the property to be assisted or if the Applicant is an organization rather than an individual, the Applicant is required to certify that s/he has the authority to sign and enter into an agreement to receive the assistance requested and to perform the work proposed. Evidence of this authority is attached and included as a part of this application by reference.

The Applicant certifies that all information in this application and all information furnished in support of this application is given for the purpose of obtaining CARA assistance and is true and complete to the best of the Applicant's knowledge.

Applicant's Signature

10-31-13
Date

Applicant's Signature

Date

Return application/attachments to: City of Albany c/o Kate Porsche, Economic Development Director
333 Broadalbin Street SW/ P.O. Box 490
Albany, Oregon 97321

FOR CITY USE ONLY

Date Received: 10-31-13 By: Kate P. Application Complete: Yes No

Comments: For 11-20-13 CARA Ad Bd. mtg

Date application returned to applicant for completion: _____

Date application returned to City: _____ By: _____

MEMORANDUM

FILE: Albany CARA #13-02
DATE: October 31, 2013
REPORT BY: Robert Dortignacq
MEETING: October 30th with Karen and Kaymerie Novak, Kate Porsche, Rob
Dortignacq
RE: Meeting to Discuss the Potential Building Storefront Rehabilitation

Background and Description: The Novaks are interested in relocating their restaurant to the historic Broders Meat Market building at 208 2nd Avenue SW. The building was constructed in circa 1898 with subsequent modifications. After use by the meat market it was remodeled for use by Snow Peak Dairy (circa 1946) and recently used for retail. The proposed restaurant would utilize existing historic elements and the owners desire to rehabilitate the building as possible.

It is a single story brick masonry structure with simply sloped wood framed roof. The building is now mostly open except for two cross walls, and measures twenty two feet in outside width. There appears to have been a smoke room at the rear corner. There is a large skylight [reglazed] near the center of the building. At present there is a suspended acoustical ceiling a 9'-0", with a higher wood framed ceiling finished with Firtex tiles at 11'-2". The original ceiling is 1x4 wood boarding on ceiling joists at 14'-0". The brick on the interior has been plastered to the upper ceiling line. There is a basement under the front 2/3's of the space. The front portion (north) is low ceiled and has two coal chutes at the front walk. The back portion has been lowered by underpinning the side masonry walls, to improve head height and has a single concrete stair from the south. The rear of the building accesses the alley and has a large overhead metal section garage door. The rear portion may be an early expansion.

Façade: An early photo illustrates the façade that had a tall storefront (approximately at the ceiling line) divided into thirds by cast iron columns. The three openings may have had large folding doors ("Broder's Open Air Meat Market"). The upper wall had a decorative parapet and cornice over a frieze with tall recesses and an architrave with a band of ornamental recesses. The center bay had an engaged pediment detail with a projecting cow's head. The historic photo shows the side pilasters as plastered, however, a contemporary building across the street has cast iron pilasters as well as cast iron columns at the third points.

Condition: The building is generally in fair to good condition from what was initially able to be observed. There have been electrical and heating improvements. The façade has been revised over the years. There currently is a 1960's storefront with recessed center door. This structure is wood framed with aluminum framed glazing and door and is 8'-8" high. Above the storefront the faced is covered with plywood to the parapet at 22'-0". Further investigation will need to verify any remaining historic material. At the time of the dairy store the lower storefront had been altered and third point columns removed. The upper ornament wall was intact, however. We anticipate that some historic material may still be present, or portions available for reference or molding potential. This is particularly possible for recessed details. Projecting elements, such as the pediment

and cow's head features have been removed except for molding remnants on the east pilaster.

Recommendations: Further investigation is needed to determine the extent of historic material remaining. In any case, there is sufficient information available to develop a quality historic rehabilitation that would preserve the building and greatly contribute to the city's historic core neighborhood. Given the smaller storefront width, much rehabilitation may be feasible.



WORK AUTHORIZATION

The undersigned authorizes Architecture Northwest, P.C. to provide the following services on a time and expense basis in accordance with the listed billing rates:

Visit existing building, photo document and field measure.

Schedule and attend a Pre-Application Conference with City

Officials. Prepare conceptual floor plan sketch for review.

Not to exceed \$1000 plus expenses.

BILLING RATES *

All services and any changes to the scope of work will be billed as follows:

Testimony and Technical Consulting	\$155.00 per hour
Principal	\$125.00 per hour
Project Management	\$90.00 per hour
CAD Designer	\$76.00 per hour
Permit Consulting	\$68.00 per hour
CAD Drafting	\$60.00 per hour
Research/Administration	\$50.00 per hour
Professional Services	Cost plus 15%
Reimbursable Expenses	Cost plus 15%
Mileage	\$ 0.55per mile

ACCEPTANCE

The above terms agreed to by Client:

By: _____

Company: _____

Title: _____

Address: _____

Date: _____

City & Zip: _____

Phone: _____

Fax: _____



October 30, 2013

Ms. Karen Novak
Novak's Hungarian Restaurant
2306 Heritage Way SE
Albany, OR 97322

Re: Tenant Improvement at 208 SW 2nd, Albany, OR

PROPOSAL

Architecture Northwest, P.C. proposes providing the minimum drawings necessary for the tenant improvement and renovation of an existing 2000 square foot historic building, as a family restaurant.

SCOPE OF SERVICES

DESIGN DEVELOPMENT DRAWINGS	\$ 3,000.00
Finalize code research	
Finalize floor plan	
Finalize interior decor	
Finalize front elevation	
Coordinate with owner	
 TENANT IMPROVEMENT DRAWINGS	
Floor plan	\$44,500.00
Exterior elevations	
Building sections	
Framing details	
Equipment and fixture plan	
Interior elevations	
Reflected ceiling plan	
Structural details	
Plumbing plan	
Mechanical plan	
Electrical plan	
Lighting plan	
Energy conservation calculations	

The total estimated fee required to complete the listed scope of services is: **\$47,500.00** plus reimbursable expenses. Should there be significant or excessive changes made to the design, whether required by owner, equipment supplier, contractor or jurisdictional authority, the change(s) will result in an additional charge in accordance with the listed billing rates.

CLARIFICATIONS

The following services, which may be required to make the permit application complete, are not part of this proposal, but will be or have been provided by others.

Structural engineering (We recommend budgeting \$8,000.00)
Site visits and construction coordination will be provided on a time and expense basis.
(We recommend budgeting \$10,000.00)

EXCLUSIONS

This fee proposal does not include any of the following services, however if needed some of these services can be provided on a time and expenses basis in accordance with the listed billing rates:

- Land use applications, variances and appeals
- Instructions to bidders and bid administration
- Pre-bid and Pre-construction meetings
- Site visits and construction observation
- Interior design and decorator services
- Color and material samples and presentation boards
- Structural Engineering and drawings
- Electrical engineering, schematics and wiring diagrams
- Sign and signage details
- Permit processing and coordination
- Permit fees, charges and assessments
- As-built drawings and drawings on electronic media
- Reimbursable expenses

REIMBURSABLE EXPENSES

Expenses incurred during the course of providing services for this project will be billed in addition to the estimated fee of this contract at actual cost plus 15% and include but are not limited to:

- Plotting, printing and reproductions
- Postage, messenger and overnight delivery services
- Professional or subcontracted services

Travel by personal vehicle is billed at \$0.45 per mile. Reimbursable expenses anticipated for this project are between \$1,500.00 and \$2,500.00.

BILLING RATES*

The estimated fee on this contract will be adjusted due to changes in the scope of work, in accordance with the following billing rate:

Technical Consulting	\$155.00 per hour
Principal	\$125.00 per hour
Project Management	\$ 90.00 per hour
CAD Design	\$ 76.00 per hour
Permit Consulting	\$ 68.00 per hour
CAD Drafting	\$ 60.00 per hour
Research/Administration	\$ 50.00 per hour
Reimbursable expenses	Cost plus 15%
Mileage	\$ 0.45 per mile

B and W Builders, LLC



B and W Builders, LLC
 20 E Airport Rd Ste 207
 Lebanon, OR 97355

(541)570-9332
 david@bandwbuildersllc.com
 http://www.bandwbuildersllc.com

Proposal

Date	Proposal No.
10/30/2013	13-1163
Exp. Date	
	11/30/2013

Address
Karen and KayMarie Novaks Restaurant 208 sw 2nd st Albany, OR 97321

Activity	Amount
• This estimate is based on preliminary plans drawn by Architectural Northwest P.C. and is not a valid contract at this time.	
• Labor and materials cost to demo existing space to remove all unwanted materials and prep for rebuild.	12,500.00
• Disposal cost to remove all garbage and debris from site.	6,600.00
• Labor budget for all wood framing.	9,800.00
• Labor budget for finish work.	10,500.00
• Framing and finish materials budget.	20,200.00
• Labor and materials cost for install of new insulation.	6,000.00
• Labor and materials for all drywall work.	11,400.00
• Labor and materials cost to install all new interior doors.	4,800.00
• Labor and materials cost to install new acoustic tile ceiling.	4,500.00
• Labor and materials for all painting.	12,500.00
• Labor and materials for install of all new floor coverings.	36,000.00
• Labor and materials for install of new plumbing.	29,880.00
• Labor and materials for all electrical work including Pacific Power hook ups. Charges for Pacific Power are estimated and may exceed this number.	96,000.00
Continue to the next page	

Activity	Amount
• Labor and materials cost for all mechanical work.	62,400.00
• Labor and materials for new dumbwaiter.	10,500.00
• Labor and materials for new suppression system in kitchen.	11,400.00
• Labor and materials to remove and frame in skylight opening.	4,500.00
• Labor and materials to remove and replace roofing with new PVC material.	15,600.00
• Rebuild of store front and upgrade to sidewalk for ADA.	14,000.00
• Labor and materials for structural upgrades to building.	20,000.00
• Labor and materials to take down cooler and freezer and relocate to new location.	10,200.00
• Labor and materials cost to remove all equipment from existing location. Transport to new location and install.	18,000.00
• Labor and materials to repair existing building after all equipment and belongings are removed.	6,500.00
• There are a number of unknown conditions in this project and until further investigation my quote is making some allowances for these conditions.	
• Sign installation/ relocation is excluded from this estimate due to unknown location and requirements by city.	
	Total \$483,780.00

By signing this form, you agree that you have the authority to, and are authorizing B and W builders, LLC to furnish all material, equipment, and labor required to complete the work described in the above proposal, for which you agree to pay the amount stated in said proposal, and according to the stated terms.

Accepted By

Accepted Date

208 W 11th St
TAXI LOT # 10A00
ALLEY VIEW



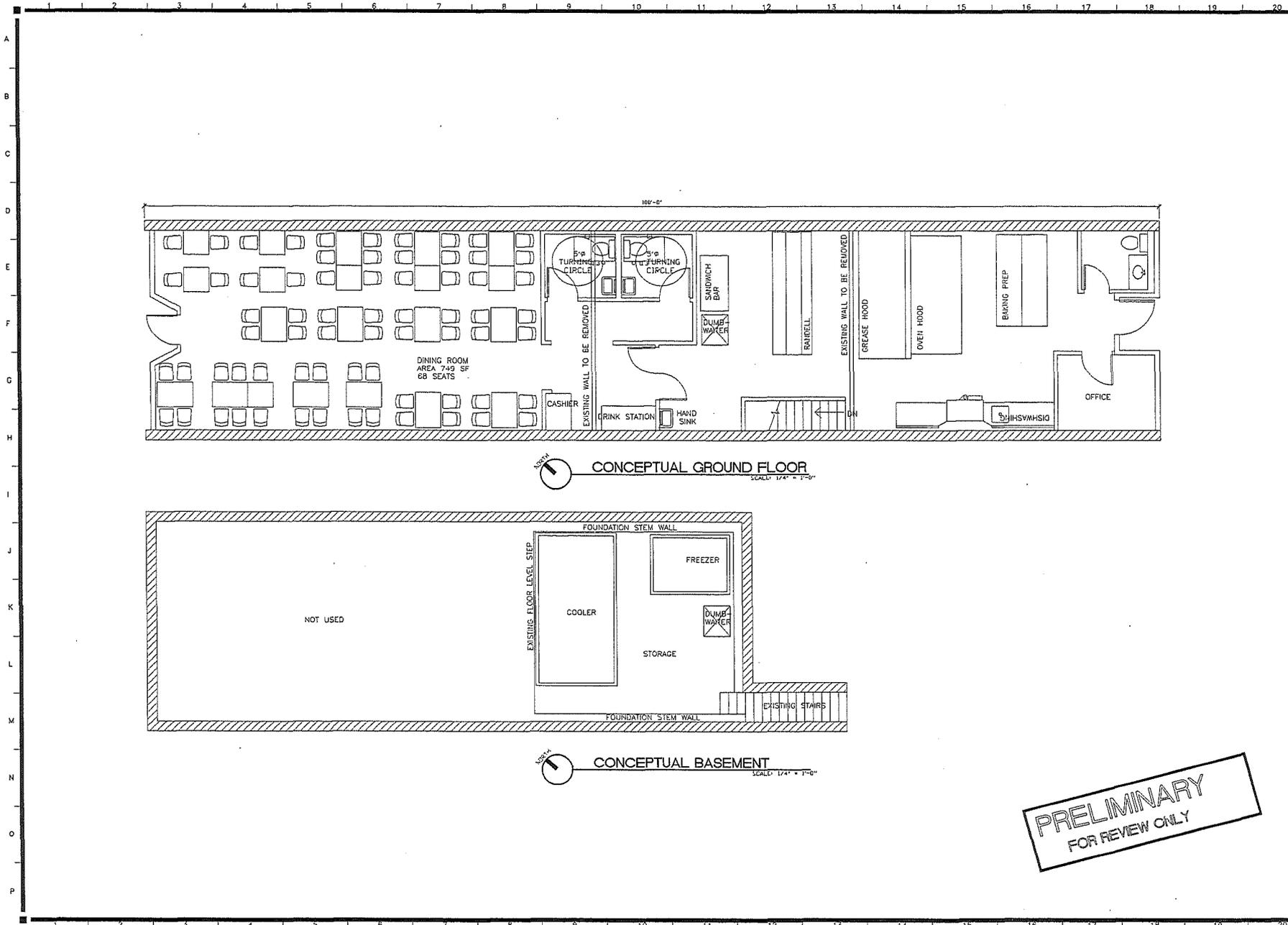


RESTAURANT

H. BRODERS

STETTERS

Restaurant
C



MW
 ARCHITECTURAL FIRM
 1700 SE 27TH AVENUE
 SUITE 100
 ALBANY, OREGON 97322
 TEL. (503) 558-8424
 FAX. (503) 558-1123

COPYRIGHT © 2013
 ALL RIGHTS RESERVED. NO PART OF THIS DOCUMENT MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT PERMISSION IN WRITING FROM MW ARCHITECTURAL FIRM.

**NOVAK'S HUNGARIAN RESTAURANT
 TENANT IMPROVEMENT**
 FOR NOVAK'S HUNGARIAN RESTAURANT
 2306 HERITAGE WAY SE
 ALBANY, OR 97322

PROJECT: NOVAK'S HUNGARIAN RESTAURANT
TENANT IMPROVEMENT
NEW RESTAURANT IMPROVEMENT
 2306 HERITAGE WAY SE
 ALBANY, OREGON

REVISIONS:

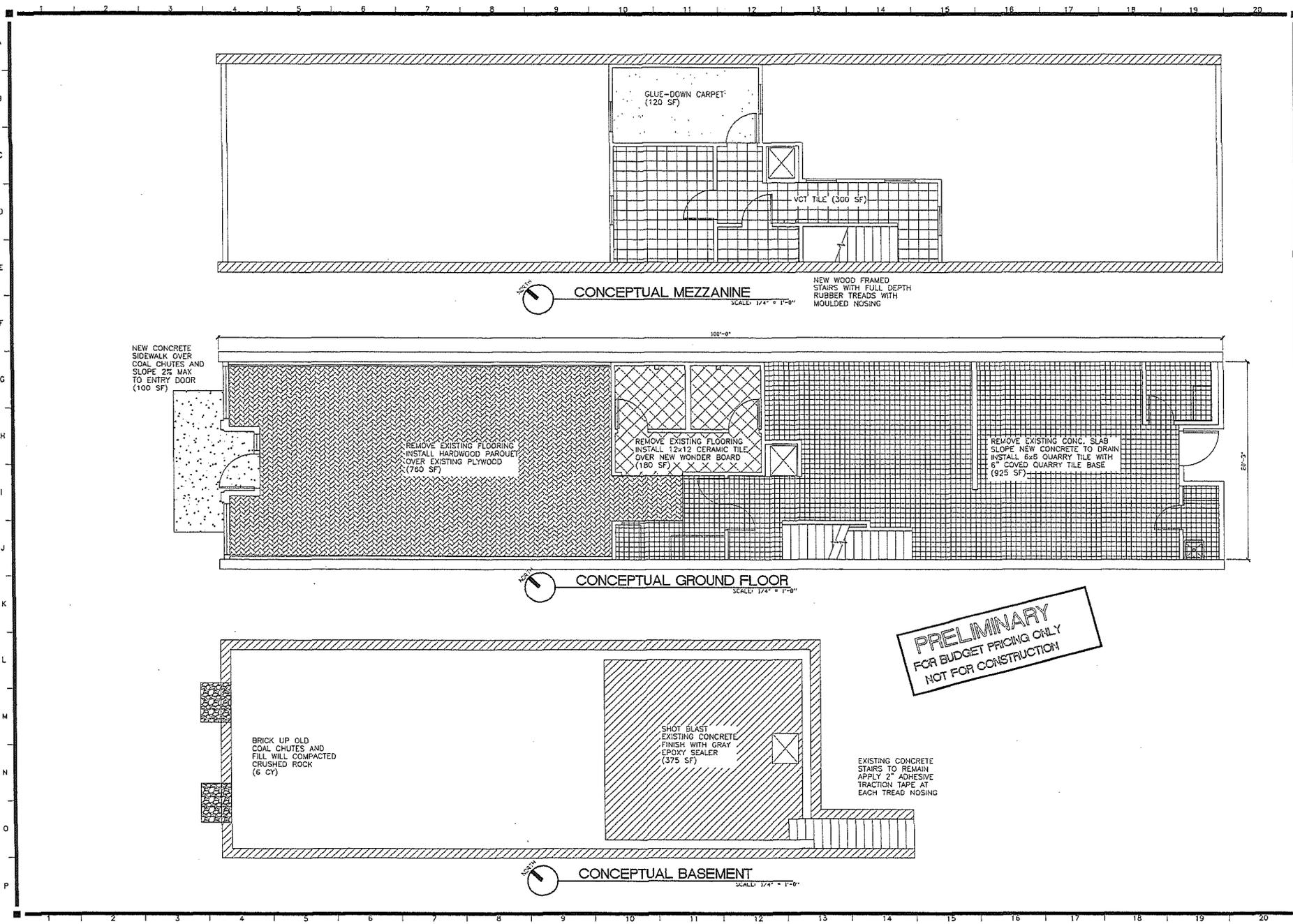
DATE: 10-23-13
SCALE: 1/4" = 1'-0"
DESIGNER: PHK
CHECKER: PHK
JOB NO.: 1491
FILE: 491-XPLAN

FLOOR PLANS
A4
 NOVAK'S

**PRELIMINARY
 FOR REVIEW ONLY**

PRELIMINARY

PRELIMINARY



PRELIMINARY
FOR BUDGET PRICING ONLY
NOT FOR CONSTRUCTION

ARCHITECTURE NORTHWEST P.C.
17700 NE 86TH AVE
DANMARSH, OR 97003
TEL. (503) 538-0424
FAX. (503) 538-1123

COPYRIGHT © 2013
BY ARCHITECTURE NORTHWEST P.C.
ALL RIGHTS RESERVED. NO PART OF THIS REPORT OR INFORMATION HEREIN MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF ARCHITECTURE NORTHWEST P.C.

NOVAK'S HUNGARIAN RESTAURANT
TENANT IMPROVEMENT
P.C. NOVAK'S HUNGARIAN RESTAURANT
2306 HERITAGE WAY SE
ALBANY, OR 97022

PROJECT: NOVAK'S HUNGARIAN RESTAURANT
TENANT IMPROVEMENT
AT: NEW RESTAURANT IMPROVEMENT
208 SW 2nd
ALBANY, OREGON

REVISIONS:

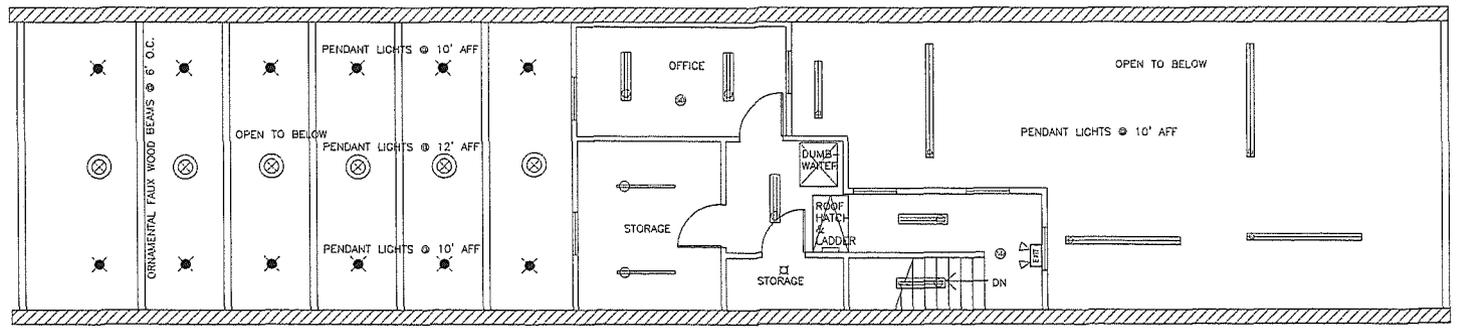
NO.	DATE	DESCRIPTION

DATE: 10-28-13
SCALE: 1/4" = 1'-0"
DRAWN: PHK
CHECKED: PHK
JOB NO. 1491
FILE: 491-XPLAN

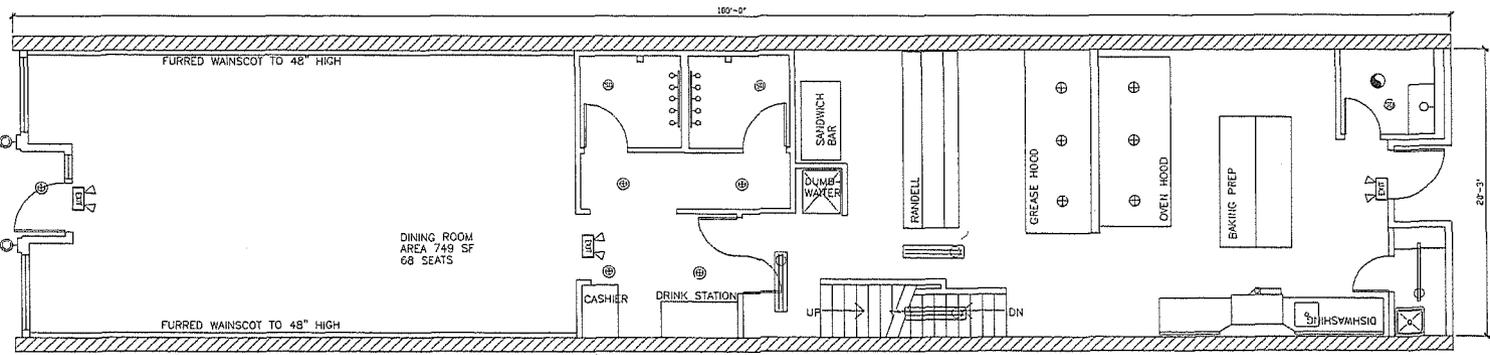
FLOORING
A6
NOVAK'S

PRELIMINARY

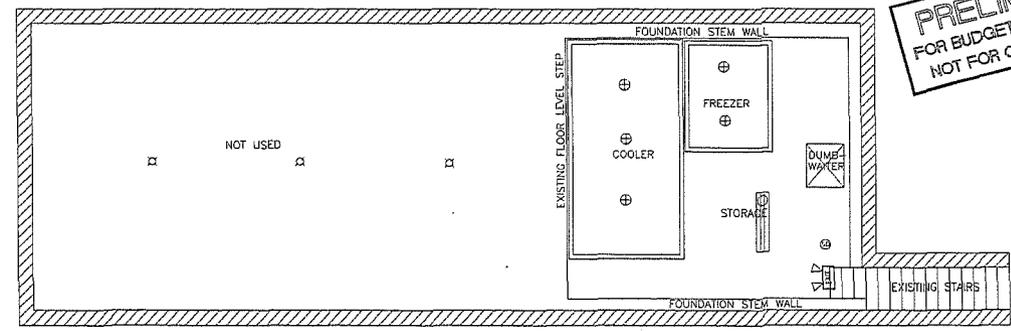
PRELIMINARY



CONCEPTUAL MEZZANINE
SCALE: 1/4" = 1'-0"



CONCEPTUAL GROUND FLOOR
SCALE: 1/4" = 1'-0"



CONCEPTUAL BASEMENT
SCALE: 1/4" = 1'-0"

PRELIMINARY
FOR BUDGET PRICING ONLY
NOT FOR CONSTRUCTION

ID	SYMBOL	QUANTITY	TYPE
A	⊕	11	RE-INSTALL EXISTING VAPOR PROOF LIGHTS IN POSSES, COB.CP & P/CELEP
B	⊕	9	SURFACE MOUNTED FLUORESCENT 2'x4' 4' W/MP W/SHIELD LITE
C	⊕	3	SURFACE MOUNTED FLUORESCENT 2'x4' 4' LING. CO. 40W LAMP W/ TUBE GUARD
D	⊕	10	CHANDLER - MELLERIAN LIGHTING #1003 WITH 3 DIMMABLE 150W OF LAMP
E	⊕	6	CHANDLER - MELLERIAN LIGHTING #1007 WITH 3 DIMMABLE 150W OF LAMP
F	⊕	2	VARIETY LIGHT MELLERIAN LIGHTING #1004 WITH 3-150W OF LAMP
G	EXIT	3	EMERGENCY EXIT SIGN WITH BATTERY BACKUP AND TUBELESS SPOT LIGHTS
H	⊕	6	SMDC DETECTOR
I	⊕	3	24W OF RECESSED CAN DOWN LIGHT
J	⊕	4	4' FLUORESCENT PENDANT MOUNTED 2' LAMP WITH TUBE GUARD
K	⊕	1	4' FLUORESCENT PENDANT MOUNTED 2' LAMP WITH TUBE GUARD
L	⊕	1	WALL MOUNTED VARIETY LIGHT WITH TWO 150W OF LAMP
M	⊕	10	CEILING LIGHT GRABNG BASE WITH TWO 150W OF LAMP
N	⊕	2	OUTDOOR WALL LIGHT MURRAY PEASE POLYWOOD WITH THREE 14 V CANGLABRA 150W/200 LAMP

ARCHITECTURE NORTHWEST P.C.
1100 23rd STREET
BIRMINGHAM, AL 35203
TEL. (503) 558-8424
FAX. (503) 558-7123

COPYRIGHT © 2013
BY ARCHITECTURE NORTHWEST P.C.
ALL RIGHTS RESERVED. NO PART OF
THIS DOCUMENT IS TO BE REPRODUCED
OR TRANSMITTED IN ANY FORM OR BY
ANY MEANS, ELECTRONIC OR
MECHANICAL, INCLUDING PHOTOCOPYING,
RECORDING, OR BY ANY INFORMATION
SYSTEMS WITHOUT PERMISSION IN
WRITING BY ARCHITECTURE NORTHWEST
P.C. THIS DRAWING IS THE PROPERTY OF
ARCHITECTURE NORTHWEST P.C. AND
SHALL REMAIN THE PROPERTY OF
ARCHITECTURE NORTHWEST P.C. UNLESS
OTHERWISE SPECIFIED. NO PART OF
THIS DOCUMENT IS TO BE REPRODUCED
OR TRANSMITTED IN ANY FORM OR BY
ANY MEANS, ELECTRONIC OR MECHANICAL,
INCLUDING PHOTOCOPYING, RECORDING,
OR BY ANY INFORMATION SYSTEMS
WITHOUT PERMISSION IN WRITING BY
ARCHITECTURE NORTHWEST P.C.

**NOVAK'S HUNGARIAN RESTAURANT
TENANT IMPROVEMENT**
PROJECT:
FOR: NOVAK'S HUNGARIAN RESTAURANT
2306 HERITAGE WAY SE
ALBANY, OR 97322
4E: NEW RESTAURANT IMPROVEMENT
208 SW 2nd
ALBANY, OREGON

REVIEWS:

DATE: 10-27-13
SCALE: 1/4" = 1'-0"
DRAWN: PHK
CHECKED: PHK
JOB NO. 1491
FILE: 491-XPLAN
LIGHTING
A6
NOVAK'S

PRELIMINARY

PRELIMINARY

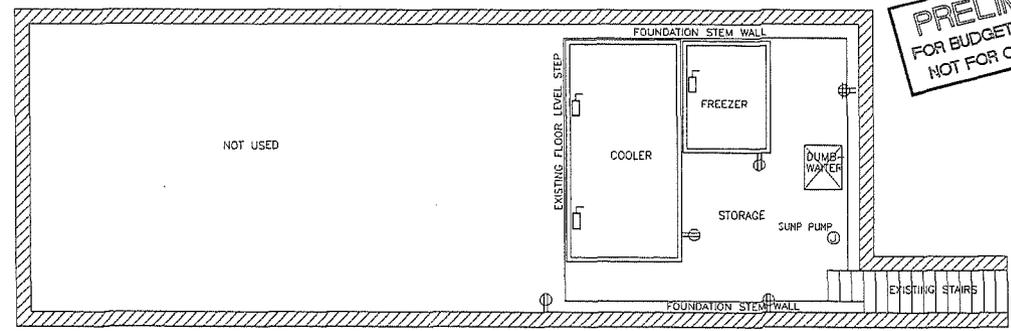
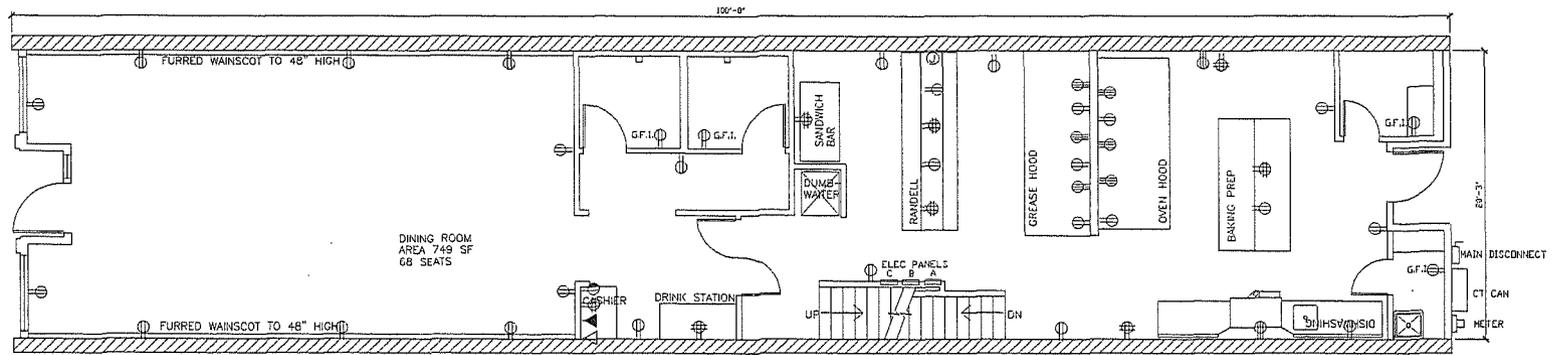
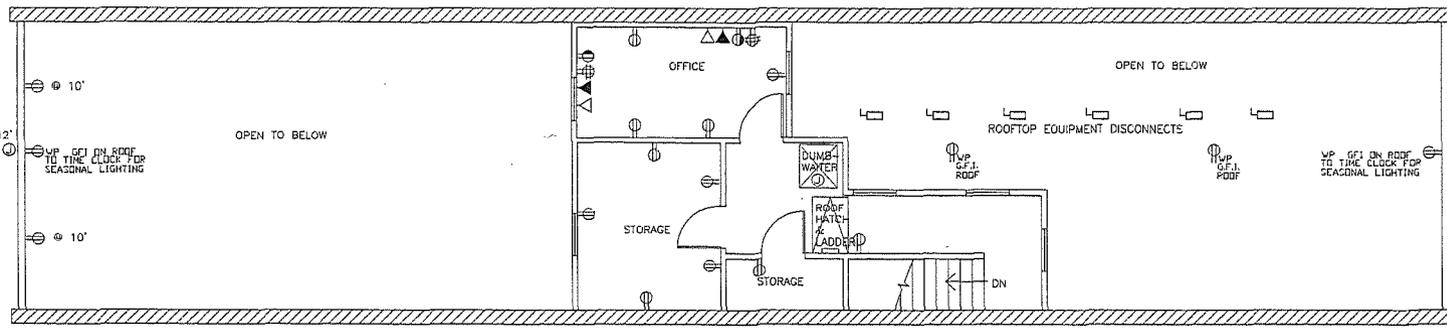
ARCHITECTURE NORTHWEST P.C.
1036 EXETER BUILDING
DANMACK, OR 97139
TEL. (503) 558-8424
FAX. (503) 558-1123

COPYRIGHT © 2013
BY ARCHITECTURE NORTHWEST P.C.
ALL RIGHTS RESERVED. NO PART OF
THIS WORK MAY BE REPRODUCED OR
TRANSMITTED IN ANY FORM OR BY
ANY MEANS, ELECTRONIC OR
MECHANICAL, INCLUDING PHOTOCOPYING,
RECORDING, OR BY ANY INFORMATION
SYSTEMS WITHOUT PERMISSION IN
WRITING FROM ARCHITECTURE
NORTHWEST P.C. THIS WORK IS
OFFERED TO YOU WITHOUT WARRANTY
OF ANY KIND, EXPRESS OR IMPLIED,
INCLUDING, WITHOUT LIMITATION,
WARRANTY OF MERCHANTABILITY OR
FITNESS FOR A PARTICULAR PURPOSE.

PROJECT: **NOVAK'S HUNGARIAN RESTAURANT
TENANT IMPROVEMENT**
FOR: **NOVAK'S HUNGARIAN RESTAURANT**
2006 HERITAGE WAY SE
ALBANY, OR 97322
AT: **NEW RESTAURANT IMPROVEMENT**
208 SW 2nd
ALBANY, OREGON

REVISIONS:	
DATE:	10-27-13
SCALE:	1/4" = 1'-0"
DRAWN:	PHK
CHECKED:	PHK
JOB NO.:	1491
FILE:	491-XPLAN

POWER
A6
NOVAK'S



**PRELIMINARY
FOR BUDGET PRICING ONLY
NOT FOR CONSTRUCTION**

SYMBOLS

- ⊕ STANDARD DUPLEX RECEPTACLE
- ▲ COMMUNICATION JACK
- ⊕ DEDICATED RECEPTACLE
- ⊕ 220 VOLT RECEPTACLE
- ⊕ JUNCTION BOX
- △ TELEPHONE JACK
- ⊕ QUADRUPLX RECEPTACLE
- ⊕ MECHANICAL EQUIPMENT DISCONNECT
- VP WATER PROOF
- G.F.I. GROUND FAULT INTERRUPTER

OREGON INVENTORY OF HISTORIC PROPERTIES
HISTORIC RESOURCE SURVEY - ALBANY
HISTORIC DISTRICT

COUNTY: Linn

HISTORIC NAME: Broder's Meat Market

ORIGINAL USE: Office

COMMON NAME: Ex Per Tees

CURRENT USE: Retail

ADDRESS: 208 2nd Ave SW

CONDITION: Good

ADDITIONAL ADDRESS: None

INTEGRITY: Fair

MOVED? N N/A

CITY: Albany

DATE OF CONSTRUCTION: c.1898

OWNER: Casida, Donald J.

THEME Commercial

CATAGORY: Building

STYLE: Italianate

LOCATION Downtown Historic District

ARCHITECT UNKNOWN

MAP NO: 11S03W06CC

TAX LOT: 10400

BUILDER: UNKNOWN

BLOCK: 17

LOT 4

QUADRANGLE Albany

ASSESSMENT: N N/A

ADDITION NAME: None

ORIGINAL RATING: Primary

PIN NO: 11S03W06CC10400

ZONING HD

CURRENT RATING: Historic Contributing

PLAN TYPE/SHAPE: Rectangle

NO. OF STORIES: 1

FOUNDATION MAT.: Brick

BASEMENT Y

ROOF FORM/MAT.: Flat

PORCH: N

STRUCTURAL FRAMING: Brick

PRIMARY WINDOW TYPE: Storefront plate glass

EXTERIOR SURFACING MATERIALS: T1 11 over brick.

DECORATIVE FEATURES:

Recessed entry.

None

EXTERIOR ALTERATIONS/ADDITIONS:

Entire front facade has been altered.

NOTEWORTHY LANDSCAPE FEATURES:

1 street tree on 2nd Ave

ADDITIONAL INFO:

The original brick has been removed behind the wood facade

INTERIOR FEATURES:

None



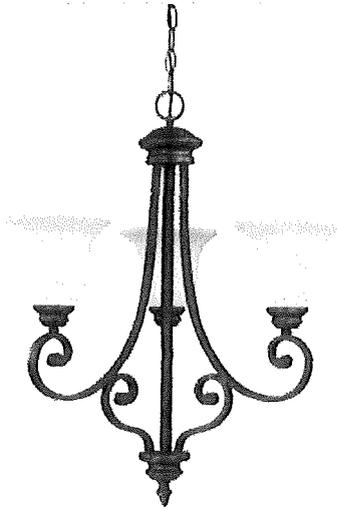
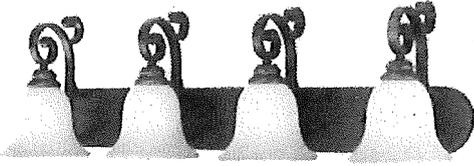
LOCAL INVENTORY NO.: 45

SHPO INVENTORY NO.: None

33

CASE FILE NUMBER: None









TO: CARA Advisory Board

FROM: Kate Porsche, Economic Development & Urban Renewal Director *Kate (edh)*

DATE: November 14, 2013, for November 20, 2013, CARA Advisory Board Meeting

SUBJECT: Staff Report – Historic Homebuyer Program

Background

Staff has been working with the Landmarks Advisory Commission (LAC) on the outline and details for a new CARA Program focused at Historic Homebuyers. Over the course of a handful of meetings, we have discussed and refined the program.

LAC member Bill Ryals will be coming before you, along with staff, to discuss the program. Please see the attached program information sheet for details on the proposed program.

Request

Approval of or feedback on the proposed Historic Homebuyer Program.

Budget Impact

Funding for this item has been tentatively set aside as part of the CARA planning over the last year. Seventy thousand dollars (\$70,000) was earmarked for this purpose, though LAC is proposing a slight increase to \$80,000.

Staff Review

Staff has worked closely with the LAC on the development of this program and is supportive of the program in its current iteration. Some highlights include:

- Funds can only be used for those projects that would see an increase in tax-assessed value (properties on the historic tax-freeze are not eligible).
- The program is focused in the Hackleman Historic district for those homes built prior to 1946, so the program would have a targeted approach for an area in need of revitalization.
- The program favors severely blighted houses or those being converted from multi-family back to single-family.
- Program is only for owner-occupied properties to ensure our money is not being used on income-generating properties or those that would be fixed up and sold for a profit.
- Minimum project size is \$40,000, which is over the threshold that will trigger review by the assessor's office.

KCP:ldh
Attachment 1

G:\CARA\CARA Advisory Board\2013\Staff Reports\11.14.13 Staff Report Historic homebuyer program.docx

CENTRAL ALBANY REVITALIZATION AREA

Historic Home-Buyer Loan Program

ABOUT THE PROGRAM

The Historic Home-Buyer Loan program is available for buyers of historic properties (pre-1946) in the Hackleman Historic District (see map on back). The program is intended to incent the rehab of historic properties and continued owner-occupancy.

Activities

CARA funds may be used for exterior alterations approved by Albany LAC, which will have a significant aesthetic improvement. Funded work may also include structural work on the interior; life-safety improvements; or other work to take a multi-family structure back to single-family.

See the General Information sheet for other important CARA program details.

Eligibility Requirements

- Property owners who can show fee title and have purchased the property within 12 months of CARA approval (first application to CARA must be within 12 months, if applying more than once, timing is not to exceed 24 months since purchase of property).
- Home must be located the Hackleman Historic District
- Home must be built prior to 1946
- Qualifying structures include owner-occupied, single-family historic or multi-family historic that will be converted back to single family (may include one accessory apartment)
- Houses on the state tax-freeze are not eligible
- Preference given to properties being converted from multi-family or to rehabilitation of severely blighted houses (including, but not limited to code compliance cases with the City of Albany or unsafe structures)
- Project work must be complete in 18 months
- CARA's loan may only be in first or second position

OVERVIEW

Program Allocation

\$70,000 (80k had been suggested)

Timing

Quarterly competitive program:
January, April, July, October

CARA Funding

\$8,000 - \$20,000
Up to 20% of project costs per project. Reimbursement at 50% of eligible project costs when submitted.

Overall Project Costs

Minimum \$40,000

Minimum Private Match

80% of project costs

Fees

\$500

Rate

10-Year T-note rate + 1.25%

Terms

Interest-only payments so long as property is owner-occupied. Balloon payment at sale or refinance of the property, or non-owner occupancy.

For more information contact

Kate Porsche

Economic Development Director
City of Albany

kate.porsche@cityofalbany.net

(541)497-6228

Process

Advertise/promote CARA program

- Kate to promote via CARA outlets/speaking with realtors, etc
- Monthly check-in with recently listed on WVRMLS and sold properties on Linn County Sale data.
- Anne to promote via LAC/Historic Albany forum, etc.



Ad-hoc, applicants first come to LAC with project description



LAC Approval



LAC recommends slate of loans for approval quarterly, Jan, April, July, Oct. Applicants may resubmit if not approved in the first go around.



CARA Approval - Need scoring criteria: i.e. does project as presented remove blight and solve blighting issues?

- CARA preparation of docs
- Final project review and checkin on project by LC must be complete, including final permits, and final tally of project costs prior to final draw being dispersed.
- Draws approved by CARA staff

Legend

-  CARA Boundary
- Historic District**
-  Hackleman



Historic Home-Buyer Loan Program

**Central Albany
Revitalization Area (CARA)**