



STATE OF NEW MEXICO
DEPARTMENT OF CULTURAL AFFAIRS
HISTORIC PRESERVATION DIVISION

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Historic Preservation Loan Fund

CRITERIA GUIDELINES FOR SEPTEMBER 2011 – AUGUST 2012
And Priority Ranking for Loan Applications

The Historic Preservation Loan Act (Section 18-6-22 NMSA 1978) states that the Historic Preservation Division and Cultural Properties Review Committee will cooperatively, and not less often than annually, adopt a system for the Priority Ranking of historic preservation projects applying to the Loan Fund.

In the period September 2011 – August 2012:

Criteria Guidelines: All applications which have been qualified according to the following Criteria Guidelines may be funded by the Preservation Loan Fund in partnership with a bank, credit union, savings and loan, or lending non-profit:

- 1) The property is individually listed on the State Register of Cultural Properties or in the National Register of Historic Places, or is officially designated as contributing to a historic district listed on the State Register or National Register.
- 2) The property, subject of the loan application, has been determined by the Historic Preservation Division to require restoration, rehabilitation, or repair other than ordinary maintenance, and some rehabilitation of the building's facade.
- 3) The Historic Preservation Division has determined that proposed restoration, rehabilitation or repair is consistent with *The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings*, as evidenced in the applicant's Preliminary Loan Application.
- 4) The property owner has agreed to maintain complete and proper financial records regarding the property and to make these available to the SHPO on request.
- 5) Proposed costs are eligible as defined by the Historic Preservation Division.

For the information of the public and participating financial institutions, the Historic Preservation Division (HPD) has established a scoring system to be used in review of Loan Fund applications. This scoring system, on a scale of one to five according to each of the following criteria, will be distributed with the application forms to ensure that applicants fully understand the scoring system. HPD will consider projects in an order or priority in which the highest score is the highest priority. The maximum score is 25.

Priority Ranking

- 1) Location in a county or community not previously served by this program;
- 2) During the SFY 2012 commercial or small business properties in a commercial sector or along a arterial road, as well as New Deal properties, will receive special consideration;
- 3) Severity of deterioration of the property;
- 4) Degree of architectural and construction detail in the Preliminary Loan Application demonstrating the feasibility of the proposed restoration, rehabilitation or repair; and
- 5) Availability of other funding for the project. Applicant demonstrates that a bank, credit union, savings and loan, or lending non-profit is willing to partner with the Preservation Loan Fund;

The overall project may be approved that includes work items ineligible for Preservation Loan Fund assistance. The Historic Preservation Division retains the authority to deny a project if work funded by other parties negatively impacts the work funded by this Loan Fund and is inconsistent with *The Secretary of Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings*.

Activities ineligible for loan assistance are:

- 1) Landscaping, except if such landscaping is significant to the property's historic character and is noted in the State Register of or National Register nomination.
- 2) Relocation of historic structures
- 3) Property acquisition, legal expenses, closing costs or fiscal agent's fees.
- 4) New construction on the eligible property, except as required by applicable codes.
- 5) Security systems, signs, plaques, building maintenance equipment, tools and similar ancillary items, and interior furnishings, unless any such items are significant to the property's historic character and are noted in the State Register or National Register nomination.
- 6) Repairs to additions added to a structure after placement on the State Register or the National Register.
- 7) Routine maintenance, including but not limited to cleaning, painting, and minor repairs or periodic upkeep, unless they are part of an extensive restoration or rehabilitation project.
- 8) Excavation of archaeological sites, except as necessitated by the eligible restoration or rehabilitation project.

The Cultural Properties Review Committee and HPD shall review its priority criteria ranking annually to identify any necessary revisions to the criteria.

NM Historic Preservation Division, DCA
<http://www.nmhistoricpreservation.org>