

Historic Preservation Covenant
State of Alaska Office of History and Archaeology
550 West 7th Avenue, Suite 1310
Anchorage, AK 99501

This agreement is made the _____ day of _____, 20____, by **City & Borough of Sitka, 100 Lincoln Street, Sitka, AK 99835** (hereafter the "Owner") and the State of Alaska acting through the State Historic Preservation Office (hereafter the "SHPO"). This agreement is for preservation of a certain Property known as **The Japonski Island Boathouse** at which is owned in fee-simple by the Owner and is listed in the National Register of Historic Places.

The Property is comprised essentially of grounds, improvements, and appurtenances. The Property is described as: **[legal reference, repository, book, and page number(s).]**

In consideration of grant number XXXXX of up to \$XX,XXX received through the SHPO and the Historic Preservation Fund (HPF) from the National Park Service, United States Department of the Interior, the Owner hereby agrees to the following for a period of five years.

1. Responsibility to maintain the Property: The Owner agrees to maintain the Property in a good and sound state of repair and to maintain the Property according to *The Secretary of the Interior's Standards for the Treatment of Historic Properties* so as to prevent deterioration and preserve the architectural, historical, and/or archaeological integrity of the Property in ways that protect and enhance those qualities that made the Property eligible for listing in the National Register of Historic Places.
2. Required review and written approval by SHPO of any proposed alterations: The Owner agrees that no construction, visual or structural alteration shall be undertaken, or permitted to be undertaken, on the Property which would affect historically significant interior spaces and features, exterior construction materials, architectural details, form, fenestration, height, or adversely affect the structural soundness of the property without prior written approval of the SHPO affirming that such work will meet *The Secretary of the Interior's Standards for the Treatment of Historic Properties*.
3. Required review and written approval of SHPO of activities that would affect archaeological resources: The Owner agrees that no ground disturbing activities shall be undertaken or permitted to be undertaken on the Property which may affect significant archeological resources without prior written permission of the SHPO affirming that such work will meet *The Secretary of the Interior's Standards for Archeology and Historic Preservation*. Owner agrees to ensure that any data and materials recovered will be placed in a repository that will care for the data in a manner prescribed in the *Secretary of the Interior's Standards for Archeology and Historic Preservation*.
4. Right to Inspect: The Owner agrees that the SHPO, its agents and designees shall have the right to inspect the property, at all reasonable times, to ascertain whether the conditions of this agreement are being observed.

5. Public Access: Public access to the Property is required under certain circumstances. If required, the Owner agrees the Property will be open to the public for the purpose of viewing the grant-assisted work or grant-assisted Property acquisition no less than 12 days a year on an equitably spaced basis. Nothing in this agreement will prohibit the Owner from charging a reasonable nondiscriminatory admission fee, comparable to fees charged at similar facilities in the area.

Owner: Check one of the following.

___ HPF-assisted rehabilitation/restoration work is clearly visible from a public right-of-way (such as façade, roof or window restoration) or consists of typically non-viewable work (such as interior electrical or plumbing updates). Public access is not required.

___ HPF-assisted rehabilitation/restoration work is not clearly visible from a public right-of-way or includes visible interior work. Public access is is required.

___ HPF-assisted acquisition Property is not clearly visible from a public right-of-way or the Property's interior contains important architectural or historically significant features. Public access is required.

6. Notification of Public Access: If public access is required, the Owner agrees to provide public notification of such through local media that best serves the community: e.g. newspaper, radio, TV, public flyers, or social media. Notification shall provide dates and times when the Property will be open. Documentation of such notice will be furnished annually to the SHPO during the term of this covenant.
7. Anti-discrimination: The Owner agrees to comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000 (d)), the Americans with Disabilities Act (ADA) (42 U.S.C. 12204), and with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794). These laws prohibit discrimination on the basis of race, religion, national origin, or disability.

To implement public access, Owner shall make reasonable accommodations to qualified disabled persons. ADA and Section 504 do not require an owner to make every part of the property accessible to and useable by disabled persons by means of physical alterations. For public access periods, videos, presentations, or other audio-visual material and devices may be used to depict otherwise inaccessible areas or features of the property.

8. Covenant shall run with the Property: This covenant shall run with the Property and be binding on the Owner, its successors and assigns.
9. Enforcement: The SHPO shall have the right to prevent and correct violations of the terms of this covenant. If the SHPO, upon inspection of the property, finds what appears to be a violation, it may exercise its discretion to seek injunctive relief in a court having jurisdiction. Except when an ongoing or imminent violation will irreversibly diminish or impair the cultural, historical, and architectural importance of the Property, the SHPO shall give the Owner written notice of the violation and allow thirty (30) days to correct the violation before taking any formal action, including, but not limited to, legal action. If a court, having jurisdiction, determines that a violation exists or has occurred, the SHPO may obtain an injunction to stop the violation, temporarily or permanently. A court may also issue a mandatory injunction requiring the Owner to restore the Property to the condition existing at the time HPF-assisted work was completed. In any case where a court finds that a violation

10. Effective date; Severability: This covenant shall become effective when the Owner files it in the Office of the Recorder of _____, Alaska, with a copy of the recorded instrument provided to the SHPO for its grant file. HPF funds will not be distributed prior to the recording of this covenant.

Owner Signature: _____ Date: _____

Witnessed by Notary Public

The foregoing was acknowledged before me on this _____ day of _____, 20____.

Witness my hand and seal.

Signature: Notary Public

My Commission Expires: _____

State of Alaska Office of History and Archaeology	
Judith E. Bittner, State Historic Preservation Officer	Date

After Recording, Return To: (Owner's complete name and mailing address and copy SHPO)

Amy Ainslie, CBS Planning Director
City & Borough of Sitka
100 Lincoln Street
Sitka, AK 99835

(*Sitka* 03/01/06)

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LEASE AGREEMENT
Between City and Borough of Sitka and Sitka Maritime Heritage Society, Inc.
Regarding Japonski Island Boathouse Property

This Lease Agreement is made between the City and Borough of Sitka, whose address is 100 Lincoln Street, Sitka, Alaska 99835 ("the City and Borough") and Sitka Maritime Heritage Society, Inc. of 1490 Seward Avenue, Sitka, Alaska ("the Society"). The City and Borough and the Society agree that the terms, conditions, and covenants of the Lease Agreement are as follows:

1. The City and Borough leases to the Society a parcel known as the Japonski Island Boathouse whose legal description is Tract A, ASCS 88-62 located in United States Survey 1496 and whose size is 0.493 acres, more or less. This parcel is hereinafter described as "the property."
2. The term of the Lease Agreement is 20 years unless extended as described in the next sentence. By mutual agreement of the City and Borough and the Society, this initial 20-year term may be extended for three 10-year extensions.
3. The rent is one dollar (\$1.00) per year, which shall be paid to the City and Borough no later than 30 days after each anniversary of the effective date of this Lease Agreement. The Society shall pay the first year's rent no later than 30 days after the effective date of this Lease Agreement.
4. The effective date of this Lease Agreement is the date shown for the latest day a signature required to be affixed to this Lease Agreement is so affixed.
5. The Lease Agreement shall terminate if the City and Borough and the Society do not agree by June 1, 2012 that the project the Society has announced that it is planning for the property has become financially self-sufficient.
6. The Society shall clean up the property and remove any safety hazards on the property no later than 120 days after the effective date of the Lease Agreement.
7. The Society shall secure funding for the project it plans for the property without relying on the City and Borough for funds.
8. No later than 60 days after the effective date of the Lease Agreement, the Society shall obtain liability insurance for the property in an amount no less than \$500,000. This liability insurance shall name the City and Borough as an additional insured. The Society shall provide the City and Borough's Finance Director with evidence of this liability insurance.
9. The Society shall comply with all applicable laws while using the property.
10. The Society shall indemnify the City and Borough and its employees, officers, and agents and hold harmless the City and Borough and its employees, officers, and agents from any and all claims, demands, suits, loss, liability and expense for injury to or death of persons or damage to or loss of property arising out of or connected with the exercise of the lease privileges granted to the Society by this Lease

LEASE AGREEMENT

Sitka Maritime Heritage Society

Regarding Japonski Island Boathouse Property

Page 2 of 3

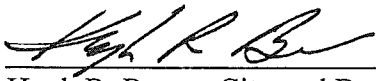
Agreement or arising out of any incident whatsoever which may occur on the property.

11. Upon termination of this Lease Agreement, the Society shall remove all materials, equipment and other personal property from the property and return the property to a satisfactory condition.
12. The Society has no power under this Lease Agreement to assign the Lease Agreement or transfer the property. The Society has no power to sublease the property or any portion of it without written approval of the City and Borough Administrator.
13. None of the covenants, terms, or conditions of this Lease Agreement to be kept or performed by the City and Borough or the Society shall in any manner be waived, modified, changed, or abandoned except by a written instrument duly signed, acknowledged, and delivered by both the City and Borough and the Society.
14. This Lease Agreement shall be construed and enforced in accordance with the laws of the State of Alaska. The forum and venue for any action seeking to interpret, construe, or enforce this Lease Agreement shall only be in the Alaska State Courts in Sitka, Alaska.
15. This Lease Agreement contains the entire agreement between the parties concerning the property.
16. Each person signing this Lease Agreement warrants that he or she has the authority required to bind the party on whose behalf he or she is signing.

LEASE AGREEMENT

Sitka Maritime Heritage Society
Regarding Japonski Island Boathouse Property
Page 3 of 3

CITY AND BOROUGH OF SITKA

By: 
Hugh R. Bevan, City and Borough Administrator

Date: 2-10-05

STATE OF ALASKA)

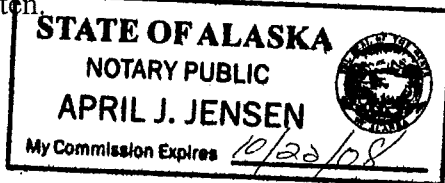
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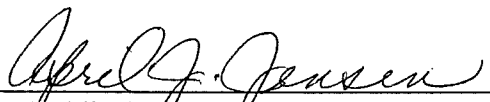
MUNICIPAL ACKNOWLEDGMENT

FIRST JUDICIAL DISTRICT)


THIS CERTIFIES that on this 10th day of February, 2005 before me, a Notary Public in and for the State of Alaska, personally appeared **Hugh R. Bevan** the person whose name is subscribed to the foregoing deed, and after being first duly sworn according to law, he stated to me under oath that he is the Administrator of the City and Borough of Sitka, Alaska, a municipality organized under the laws of the State of Alaska, that he has been authorized by said municipality to execute the foregoing **LEASE AGREEMENT** on its behalf, and that he executed the same freely and voluntarily as the free act and deed of said municipality.

WITNESS my hand and official seal the day and year in this certificate first above written.




Notary Public for Alaska
My Commission Expires: 10/22/08
Residing at Sitka, Alaska

SITKA MARITIME HERITAGE SOCIETY, INC.

By: 
Rebecca Poulson, Board President

Date: 2-14-05

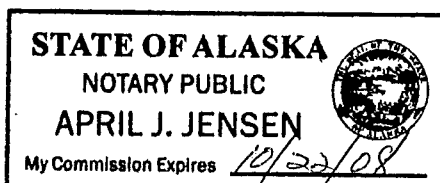
STATE OF ALASKA)

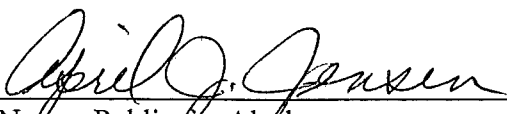
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ACKNOWLEDGMENT

FIRST JUDICIAL DISTRICT)

On this 14th day of February, 2005, **Rebecca Poulson** personally appeared before me, who is personally known to me to be the signer of the above **LEASE AGREEMENT**, and she acknowledged that she executed it.




Notary Public for Alaska
My Commission Expires: 10/22/08
Residing at Sitka, Alaska

Sitka Historic Preservation Commission

~~~~~

City and Borough of Sitka  
100 Lincoln Street  
Sitka, AK 99835

## Commission Members

Roberta Littlefield,  
At Large, Chair

Robert Sam,  
Sitka Tribe of Alaska, Vice Chair

James Poulson,  
Historical Society, Secretary

Ana Dittmar,  
At Large

Scott Saline,  
At Large

Chuck Miller,  
Native Community

Crystal Duncan,  
Assembly Liaison

Ben Mejia,  
Staff Liaison and Secretary

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www.cityofsitka.com

March 31, 2021

Rebecca Poulson, Sitka Maritime Heritage Society
Via Email Only: rebecca_poulson@hotmail.com

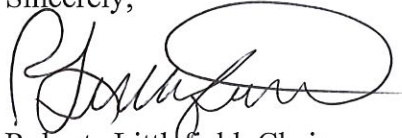
Dear Ms. Poulson,

On March 31, 2021, the Sitka Preservation Commission considered your application for a CLG grant for the Japonski Island Boathouse Timbers, Wall and Addition Interior Project. After discussion, the Commission took the following action:

M- Sam /S- Miller moved to support the application for a Historic Preservation Fund Grant for Certified Local Governments for the Japonski Island Boathouse Timbers, Wall and Addition Interior Project as requested by the Sitka Maritime Heritage Society. Motion passed 6 - 0.

Thank you for your application, and best of luck!

Sincerely,



Roberta Littlefield, Chair
Sitka Historic Preservation Commission

CLG GRANT APPLICATION: FY21

Office of History & Archaeology
Alaska Department of Natural Resources
550 West 7th Avenue, Suite 1310
Anchorage, Alaska 99501

Historic Preservation Fund: Grants for Certified Local Governments

Deadline: Applications are due by 12:00 noon on Thursday, April 2, 2021.

The Certified Local Government (CLG) identified below is applying for a 60-40 Historic Preservation Fund (HPF) matching grant through the State of Alaska, Department of Natural Resources, Office of History and Archaeology.

CLG Name:

City and Borough of Sitka

Federal Tax Identification Number:

92-0041163

DUNS:

063373831

Project Title :

Japonski Island Boathouse Timbers, Wall and Addition Interior

Type of CLG Grant Project: (Check project type below, as applicable)

☐

Survey

☐

Inventory

☐

National Register Nomination

☐

Historic Preservation Planning

☐

Public Preservation Education

☐

Predevelopment

☒

Development

☐

Acquisition

Budget Summary. Federal Award Request (includes State Indirect) : \$ _____

a. Total Project Cost (TPC)	\$	40,000.00
b. Federal Share (60%)	\$	24,000.00
c. Sponsor Share (40%)	\$	16,000.00

Source of applicant (sponsor) share: (Use figures from "Sources" box on budget form)

a. Cash	\$	16,000.00
b. In-kind Goods and Services	\$	0.00
c. Donated Goods and Services	\$	0.00

Name, title and contact information for the following:

Grant Manager:

Amber Swdeen, Grant Accountant City and Borough of Sitka

Mailing Address:

100 Lincoln Street

City, State, Zip:

Sitka, Alaska 99835

Telephone:

907 747 1842

E-mail Address:

amber.swdeen@cityofsitka.org

Preservation Commission Chair: Roberta Littlefield
Mailing Address: 4102 Halibut Point Road
Sitka, Alaska 99835
Telephone: 738-4004 c747-3444 h
E-mail Address: robylittlefield@gci.net

CLG Contact: Ben Mejia, Planner I HPC Staff Liaison
Mailing Address: City and Borough of Sitka
100 Lincoln Street
Sitka, Alaska 99835
Telephone: 907 747-1814
E-mail Address: ben.mejia@cityofsitka.org

Signature: Authorized Local Government Official Date

Name and Title (Print or Type)

Community Name

Notary Seal

Subscribed and sworn before me this _____ day of _____, 20_____.

Notary for the State of Alaska My commission expires _____

Willingness to Comply with Grant Requirements

1. I understand that this is a 60-40 matching grant application through the Historic Preservation Fund (HPF) administered by the State of Alaska Department of Natural Resources, Office of History and Archaeology.
2. Should this project be awarded, I understand that the State levies an indirect cost which may vary throughout the course of the grant period, but will not exceed the amount stated in the executed grant agreement.
3. If awarded an HPF grant, I understand that it is my responsibility to comply with all pertinent State and Federal regulations, the State-Local Grant Agreement, and requirements outlined in the *Historic Preservation Fund: Certified Local Government Grants Manual*.
4. Should this project be awarded, I understand that project records are subject to audit after project completion, and that if such an audit questions expenditures for which I have been reimbursed I will return an amount equal to the questioned expenditures.
5. I understand that no grant exists until the State Historic Preservation Officer (SHPO) signs the State-Local Grant Agreement, even if the Alaska Historical Commission recommends funds for my project. Any funds expended before the performance period specified on the fully executed grant agreement or before obtaining the SHPO's signature may not be reimbursed without specific approval.

Signature: Authorized Local Government Official

Date

Name and Title (Print or Type)

CLG GRANT APPLICATION: FY20

CLG:

City and Borough of Sitka

Project Name:

Japonski Island Boathouse Timbers, Wall and Addition Interior

PROJECT INFORMATION See [Writing a Successful CLG Application](#) for more detail.

1. PROJECT DESCRIPTION – *If needed, use continuation pages provided at the end of this document.*

- a. Provide a brief introduction to your project including the aim, scope, and significance of the project to your community.

The Japonski Island Boathouse was built for the US Navy in 1941 and is part of the Sitka Naval Operating Base and US Coast Defenses National Historic Landmark. The property is owned by the City and Borough of Sitka and under long-term lease to the Sitka Maritime Heritage Society which is rehabilitating the building for public use as a working maritime heritage center.

This project follows full design documents by NorthWind Architects of Juneau. The design is to federal Historic Preservation standards and the Secretary of the Interior's Standards for the Treatment of Historic Properties, under the Standards for Rehabilitation, and were approved by Alaska's State Historic Preservation Office.

This project is first, to repair the timbers at the opening of the marine ways bay, the opening on the water side that allows boats to be pulled in to the repair bay. This opening is about 25 feet wide and the top is about 25 feet from the ground. There is a triangular section of wall under the gable and bracing on the upper corners also have siding on them.

The existing posts and the ends of the plates (the timbers at the bottom of the side walls) exposed to the weather have rot in them and need to be replaced. The deterioration at the bottom of the posts has caused the posts to come off the plate. The rest of this wall also may need some replacement and repair. We will also take this opportunity to bring this wall up to current standards for resisting earthquakes and wind, which is detailed in our design documents, but that will not change the appearance.

We will be replacing it all in kind. We have talked to experts about beefing up this element, but as it has lasted this long, and the fact that even with the posts not functioning the roof is not sagging, shows that the way it is built is adequate.

The work will be done by a contractor. Because of the heights, the sloping beach, and the dimensions of the timbers this is best done by a specialist. Sitka has multiple contractors who are able and even excited by this kind of project.

The second part of this project is for volunteers to rebuild the NW end wall of the shop, in the same way we have now repaired two long walls of the building, according to our historic preservation design documents. This entails taking the siding off, installing insulation and plywood sheathing, infiltration barrier, breather strips and siding. This will include rebuilding the set of double doors so they swing out.

Part three is to begin finishing the interior of the addition, by installing a restroom.

The last part of the project is to hold a public presentation on the history of this Landmark (WWII in Sitka), the other buildings still existing, and the goals and methods of historic preservation, and to have an open house to share the work and methods.

b. List any previous HPF grants this project has received. (*Cite HPF number and grant name*)

FY2019: Japonski Island Boathouse, NE Wall & Entry Addition Exterior Grant #19007

FY2018: Japonski Island Boathouse, Southwest Wall, Grant #ST-18-3

FY2017: Japonski Island Boathouse Wall, Foundation, Utility Rehabilitation, Grant #17004

FY2015: Japonski Island Boathouse Door Rehabilitation, Grant #15015

FY2014: Japonski Island Marine Ways. City and Borough of Sitka, Grant #14607
Restoring all of the building's windows and for electrical wiring by a contractor.

FY2005: Japonski Island Boathouse, Grant #05454.
Foundation repair, artifact inventory and storage

FY2004: Japonski Island Boathouse Rehabilitation, Phase II, Grant #03428
Secure and paint building, clear site, install project sign.

FY2003: Japonski Island Boathouse Design, Grant #03410
Structural survey and hazardous materials survey

c. Briefly describe the relationship of this project to past, present, or future preservation work.

This project is the continuation of an ongoing rehabilitation and adaptive reuse project of the Japonski Island Boathouse. It will utilize the same SHPO-approved design documents used in previous projects and that will be used in future work, and continues the practice of engaging and educating the local community.

The Sitka Maritime Heritage Society has stabilized and painted the Boathouse, restored the foundation, replaced the roof, and inventoried the building's contents. Historic windows have been restored, power, heat, and lighting has been added to the main workshop area (SW Wing). All the historic doors have been repaired, a small outbuilding was moved away from the main structure, the gable wall was repaired, the existing winch shed was documented and removed.

We have brought new utilities to the building and built the addition for the building's new use. This addition will have accessible restroom and entry. The SW wall has been rebuilt, and currently under way, the NE wall is being rebuilt, and the addition is being sided and windows and doors installed.

This proposed project will restore the historic SE wall, the opening to the marine ways bay, because its deterioration needs to be addressed sooner than later. A short wall on the NW side will be rebuilt by volunteers. The interior of the addition will be started. And, this will also continue the ongoing effort to educate the community and bring awareness of the importance of historic preservation.

It also connects to the future work of complete repair and upgrading the building envelope, and the goal of completing the Boathouse for public use. The project is the next step in the overall Japonski Island Boathouse rehabilitation project.

2. PRESERVATION OBJECTIVES

- a. How does the project relate to [annual CLG grant priorities](#) established for this fiscal year? (*Cite relevant grant priorities and explain how each relates to your project.*)

1. *“Projects that increase public awareness of historic preservation . . . and produce educational materials emphasizing historic preservation*

This project has a strong public awareness component, as this side of the building is visible to everyone driving over the O'Connell Bridge to Japonski Island (where our airport, hospital and a harbor are located). We will also have a public presentation about WWII in Sitka and the surviving buildings in the Landmark, a topic with high interest locally, that will include the methods and goals of historic preservation, and the Secretary of the Interior's Standards. At an open house event, the public will be invited to learn about the process and see progress on the overall restoration of the Boathouse firsthand. Also, during and after the project, photographs and progress updates will be posted on the Sitka Maritime Heritage Society's website and social media to bring further public awareness.

“Projects that address the rehabilitation of historic properties and leverage funds and resources. Restoring and preserving defining elements of historic properties and addressing sustainability of them are encouraged.”

This project will preserve defining element of this building, the large opening of the marine railway repair bay. It is also critical to sustainability by repairing deteriorated timbers and upgrading this wall to current earthquake and wind standards. Matching will come from community fundraising by the SMHS.

- b. How does the project relate to the goals and objectives of the [State Historic Preservation Plan](#). (*Cite relevant goals and objectives and how your project would further them.*)

Goal 4. Preserve and protect Alaska's cultural resources.

4.1. Encourage appropriate treatment of cultural resources.

4.1.a. Encourage the use of the Secretary of the Interior's Standards for the Treatment of Historic Properties.

4.1b. Provide technical information and guidance about maintenance and protection of historic and archaeological resources.

Goal 6. Strengthen local preservation efforts.

6.4.b. Encourage local residents to be stewards for their cultural resources.

This project will publicize and present to the public information about the goals and methods of historic preservation, especially in relation to our community's history, and the use of the *Secretary of the Interior's Standards for the Treatment of Historic Properties*.

- c. Describe how the project meets an identified historic preservation priority of your community. Does the project contribute to the implementation of your local historic preservation plan? If so, how?

Sitka Comprehensive Plan 2030 - Historic, Cultural and Arts Resources Goal: Celebrate Sitka's historic, cultural, and art resources, which are: Ethnically, religiously, and racially diverse, Highly valued and essential to defining Sitka and local quality of life, Integral to the economic base of the community.

The rehabilitation and re-use of the Japonski Island Boathouse is a celebration of Sitka's diverse maritime heritage and our unique local history, which is a defining part of our local culture. The Boathouse is an iconic structure on the Japonski Island shoreline. It has played a role in multiple defining eras of Sitka's history, beginning with the Sitka Naval Operating Base and later as the repair facility for Sitka's fleet of Shore Boats. Its multilayered history reflects the development of contemporary Sitka's population, economy, and culture. This project will contribute to its preservation and eventual re-use for future generations. Moreover, its re-use as a maritime heritage center will contribute to the economic vitality of our community as a visitor facility.

3. PROJECT PERSONNEL- *The Project Manager (PM) must have proven experience working on historic preservation projects. If the project is a survey, inventory, or National Register nomination, the PM must meet the professional qualification standards in 36 CFR 61. If not identified in this application, the Office of History and Archaeology must review selection of Project Manager prior to finalization of the contract with the individual.*

- a. Note who will act as Project Manager (PM). Attach the PM's résumé showing past experience working on preservation projects. List any previous HPF Projects the PM has worked on. (*If planning to contract with PM after grant is awarded, outline the job qualifications that will be required.*)

Project Manager Rebecca Poulson, Vice President of the Board of the Sitka Maritime Heritage Society, has nearly two decades of experience in historic preservation. She is qualified as a Historian under the Professional Qualification Standards, with substantial original research in the the history of the Sheldon Jackson School. Historic Preservation Fund projects include:

HPF Grant #19007 Japonski Island Boathouse, NE Wall & Entry Addition Exterior

HPF Grant #ST-18-3 Japonski Island Boathouse, Southwest Wall,

HPF Grant #17004 Japonski Island Boathouse Wall, Foundation, Utility Rehabilitation

HPF Grant #15015 Japonski Island Boathouse Door Rehabilitation,

HPF Grant #14607 Japonski Island Marine Ways. City and Borough of Sitka,

Restoring all of the building's windows and for electrical wiring by a contractor.

HPF Grant #05454 Japonski Island Boathouse,.Foundation repair, artifact inventory and storage

HPF Grant #03428 Japonski Island Boathouse Rehabilitation, Phase II, Secure and paint building, clear site, install project sign.

HPF Grant #03410 Japonski Island Boathouse Design, Structural survey and hazardous materials survey

HPF Grant # 19018 Fraser Hall Wiring

HPF Grant # 18015 Sheldon Jackson School, Power Plant and Laundry

HPF Grant # 18023 Fraser Hall Classroom Rehabilitation

(continued Continuation Page 1)

- b. Identify the local government personnel who will act as Grants Manager for the project.

The Grants Manager will be Amber Swedeen, Grants Accountant for the City and Borough of Sitka, who will review and submit quarterly reports on behalf of the SMHS.

- c. Describe the local historic preservation commission's role in the project. Attach a resolution from the commission supporting the project.

The Historic Preservation Commission will formally recommend this project to the City and Borough of Sitka. The HPC will be kept updated with reports at its monthly meetings, and will be invited to the WWII history presentation and to the open house.

- d. Identify volunteer personnel and their tasks.

The board and volunteers of the Sitka Maritime Heritage Society will advertise for and select the contractors and plan, order materials and in general facilitate all work by contractors and volunteers. Board and volunteers will also set up and advertise events (WWII and historic preservation presentation, and open house), and publicity of the project on line and on social media.

Volunteers, mostly skilled, will do the carpentry portions of the addition interior, and will rebuild the NW end wall of the shop.

- e. Identify any additional contractors to be used and expected duties. Attach résumés for all qualified historic preservation professionals working on the project.

The bulk of the project will be done by a general construction contractor, chosen on the basis of competitive proposals. This contractor will be responsible for making the repair to the wall according to the design documents, including providing any scaffolding or equipment needed for the job.

We will also have a plumber to hook up the utilities to the addition interior, and an electrician to wire it.

4. **WORK PLAN.** *Thoroughly address all items necessary for your project type. See [Writing a Successful CLG Application](#) for more detail. Use continuation sheets if needed.*

a. Explain how the project will be undertaken.

The Japonski Island Boathouse was built for the US Navy in 1941 and is part of the Sitka Naval Operating Base and US Coast Defenses National Historic Landmark. The property is owned by the City and Borough of Sitka and under long-term lease to the Sitka Maritime Heritage Society which is rehabilitating the building for public use as a working maritime heritage center.

This project follows the Secretary of the Interior's Standards for the Treatment of Historic Properties, standards for Rehabilitation, using approved full design documents by NorthWind Architects of Juneau. The design is to federal Historic Preservation standards and the Secretary of the Interior's Standards for the Treatment of Historic Properties, under the Standards for Rehabilitation, and were approved by Alaska's State Historic Preservation Office.

On award of the grant, the SMHS will advertise for proposals for repair of the wall opening, this will be advertised for 30 days.

Also at this time we will submit the project to the State Historic Preservation Officer for review per Section 106 of the NHPA. The property already has a historic covenant, but it will be reviewed and extended if necessary.

The board will select a contractor taking into consideration not just price but the ability to do this project well, in accordance with the Secretary of the Interior's Standards for the Treatment of Historic Properties. The actual repair will depend on the contractor's schedule, but is not expected to take more than a month, probably less.

This contractor will repair the timbers at the opening of the marine ways bay, the opening on the water side that allows boats to be pulled in to the repair bay. This opening is about 25 feet wide and the top is about 25 feet from the ground. There is a triangular section of wall under the gable and bracing on the upper corners also have siding on them.

The Sitka Maritime Heritage Society will supply the new timbers for the repair. The existing posts and the ends of the plates (the timbers at the bottom of the side walls) exposed to the weather have rot in them and need to be replaced. The deterioration at the bottom of the posts has caused the posts to come off the plate. The rest of this wall also may need some replacement and repair. We will also take this opportunity to bring this wall up to current standards for resisting earthquakes and wind, which is detailed in our design documents, but that will not change the appearance.

We will be replacing it all in kind. We have talked to experts about beefing up this element, but as it has lasted this long, and the fact that even with the posts not functioning the roof is not sagging, shows that the way it is built is adequate.

Because of the heights, the sloping beach, and the dimensions of the timbers this is best done by a specialist.

During construction, the SMHS will share project images on the website and social media. This first phase of the project will happen this (2021) construction season.

The second part of this project is for volunteers to rebuild the NW end wall of the shop, in the same way we have now repaired two long walls of the building, according to our historic preservation design documents. This wall is approximately 15 feet with an angled roof, about 12 feet tall to 9. This entails taking the siding off, installing insulation and plywood sheathing, infiltration barrier, breather strips and siding. This will also entail rebuilding the set of double doors so they swing out.

The repair of the section of the NW wall will add shear resistance, flashing and weatherization, and change doors to bring them up to current code, but will retain the original interior surfaces, and the exterior will look the same. Siding will be reused if possible and replaced in kind if not.

Actual work would take place in the spring of 2022. Volunteers will get training in how the Secretary of the Interior's Standards for the Treatment of Historic Properties are applied in practice, along with our handout with a summary.

Part three is to begin finishing the interior of the addition, by installing a restroom. The addition is new construction, but is designed to be compatible with the historic structure. This will be done by volunteers as well, with plumbing and wiring done by specialist contractors.

This interior work would start in early 2022. This will start with getting proposals for the electrical and plumbing contractors, getting a building permit, and ordering fixtures, flooring and lights. Because this work is interior it can start in the winter, and ideally will be complete before we start on the wall rebuild.

On completion, the SMHS will hold a public presentation on the history of WWII in Sitka and this National Historic Landmark, highlighting surviving structures, the goals and methods of historic preservation and the Standards.

Continued on continuation page 1

- b. Describe the geographic area encompassed by the proposed project. For survey, inventory, and National Register nomination projects, attach maps of the project area. Include the estimated number of buildings, structures, sites, square miles, etc., to be addressed.

This proposed project will take place at the Japonski Island Marine Ways, 1490 Seward Street, Sitka, Alaska. All work will take place on the building. (Map and photos attached)

- c. Cite any planning studies, condition assessments, design drawings, research reports, publications, or other sources of relevant information you plan to use for this project.

This project will utilize design documents by NorthWind Architects of Juneau. The design is to federal Historic Preservation standards and the *Secretary of the Interior's Standards for the Treatment of Historic Properties*, under the Standards for Rehabilitation, reviewed by the National Park Service, and were approved by Alaska's State Historic Preservation Office.

d. Provide a work schedule showing months, expected activities, and benchmarks to achieve throughout the grant period of performance.

Month 1 (June 2021) Upon award of the grant, we will do the Section 106 request, and extend the property covenant if needed.

June 2021: Request proposals for contractors to repair the wall opening.

July 2021: Select Contractor and schedule work.

July 2021 - October 2021: Construction should not take more than a few weeks, but will depend on the contractor's schedule, and weather.

January 2022: Plan volunteer work on wall rebuild, solicit quotes for plumbing and electrical, order materials.

January-March 2022: Contract with electrician and plumber, do interior work in addition

April - August 2022: Work parties to rebuild NW end wall of shop. This should take approximately two months, ideally April and May, but could take longer.

On completion of work: Public presentation on WWII and surviving structures in Sitka and about historic preservation, and an open house at the Boathouse to show what has been accomplished and how historic preservation principles were applied.

5. FINAL PRODUCTS

- a. Describe publications, workshops, audio-visual materials, reports, websites, brochures, survey materials, nominations, interpretive signs, etc., that will be produced as part of the proposed project. Identify the intended audience and where the public will be able to access these materials. Describe how you will inform your community about the project.

The main product will be the repair of the Marine Ways Bay Opening on the Japonski Island Boathouse, the repair of the NW end wall of the workshop wing, and starting the finish of the addition interior. This will be accessible to the public, and the opening wall is prominent in the viewscape from the O'Connell Bridge and from downtown Sitka waterfront.

The work and especially the volunteer work parties will be promoted on the SMHS website, social media and in the newspaper and radio.

The second product is the final presentation on WWII history and preservation, which will be recorded and placed on the SMHS website/YouTube channel. This will be available on the SMHS website.

6. ADDITIONAL INFORMATION

- a. Attach letters of commitment and support, as appropriate, from teachers, historical societies, museums, Native groups, and others. (*Note attachments below.*)
- b. Attach any other relevant information, such as copies of photographs. (*Note attachments below.*)

7. BUDGET: Maximum Federal Request of \$25,000 (includes State indirect cost)

Your budget submittal shall consist of four parts: three tables and one narrative. *See example tables and blank form in Excel, and narrative portion to complete below.*

- a. *Budget Details* table showing how costs were estimated.
- b. *Budget Summary* table identifying planned cost share of 60% and 40%.
- c. *Matching Share* table showing sources of match.
- d. *Budget Narrative* explaining costs in detail.

BUDGET NARRATIVE: Describe activities to be performed under Personal Services, Contractual Services, Supplies/Materials, Travel, and Other cost categories.

- a. **Personal Services:** describe work each position/person will perform for the proposed project.

The board and volunteers of the Sitka Maritime Heritage Society will advertise for and select the contractors and plan, order materials and in general facilitate all work by contractors and volunteers.

Volunteers will do the carpentry portions of the addition interior, and will rebuild the NW end wall of the shop (approximately 15 feet with an angled roof, about 12 feet high to 9 at the lower end). Total volunteer time is estimated at 75 hours at the unskilled volunteer rate of \$27, 200 hours at an average of \$40 and 10 hours at \$50 an hour, to a total of \$10,525.

b. Contractual Services: List contractor name(s), if known. Describe work each will perform.

Project Manager Rebecca Poulson will prepare all reports, Section 106 review request, NEPA review and complete requests for reimbursement, and final reporting, and help organize volunteer work parties as needed. This will be at \$2000.

A general construction contractor will do the actual repair of the wall. They will work with the SMHS to design the repair and order materials, provide necessary scaffolding and equipment, and make the repairs. This is estimated at \$17,000.

An electrical contractor will wire the addition, estimated at \$800, and a plumber will hook up water (the service is in the addition already) to fixtures, estimated at \$1000.

c. Supplies/Materials: Describe types of materials and/or supplies required for this project, how they relate to the project, estimated quantities, etc.

Materials for repair of the marine ways bay opening: timbers to replace the posts; wood siding to replace existing, deteriorated siding; fasteners, such as bolts, nails and screws; and wood to replace framing and rafter of the gable section of the wall, and for the section of roof over the fabric door. For this phase of the project, the fabric door, on a roll above the opening, will be taken off and remade in the future.

Other materials include paint and clear finish to match existing finishes.

Supplies for the repair of the opening are estimated at \$1500, of which the SMHS will provide approximately \$500 in the timbers and siding.

Materials for the interior of the addition includes fixtures, wallboard, flooring, and electrical fixtures, including lights and fan, and wood for framing in the toilet. This is estimated at \$2060, of which we expect to have \$1000 donated.

Materials for the rebuild of the section of wall are estimated at \$1034, of which the SMHS has in hand all siding that might be needed, estimated at \$500.

d. Travel: Identify who will be traveling, how many trips are anticipated, trip purpose, and destination.

None

- e. Other: Identify other costs which do not fall into one of the above categories. Explain purpose and relevance to this proposed project.

8.5% City of Sitka rate for grant management at \$2040

Advertising for contractor for opening rebuild at \$100

CHECKLIST

Applicant, has your entity:

- ☐ maintained current certification under the Certified Local Government program?
- ☐ signed and notarized this application?
- ☐ signed the form titled: *Willingness to Comply with Grant Requirements*?
- ☐ provided the information requested on each page of the application package?
- ☐ included a public outreach component?
- ☐ attached maps showing location of project?
- ☐ attached photographs or clear photocopies showing overall character of properties for survey, inventory, National Register nomination, pre-development and development projects?
- ☐ attached letters of support from the community and, if needed, property owners?
- ☐ attached a resolution from the City or Borough's governing body (or indicate one has been requested prior to the Alaska Historical Commission meeting to recommend awards).
- ☐ explained historic preservation commission involvement in the project, and addressed its role in the review process?
- ☐ checked your budget for accuracy.

Deadline: Applications are due 12:00 noon on Thursday, April 2, 2021.

Only complete, signed, dated, notarized applications will be considered.

Submit applications and questions to the HPF Grants Administrator: jean.ayers@alaska.gov

Continuation Page 1

Project Manager continued:

HPF Grant # 18003 Fraser Hall Exterior Walls and Entry Restoration, Sheldon Jackson School

HPF grant # 16013 Fraser Hall Façade, Sheldon Jackson School

HPF grant # 16003 Whitmore Hall Façade, Sheldon Jackson School

HPF Grant #14608 North Pacific Hall Façade Restoration

HPF Grant #12563 Fenestration: North Pacific Hall, Sheldon Jackson Campus

Work plan continued:

The SMHS will also hold an open house, sharing all the work to date and how it conforms to the Secretary's Standards and why.

How this work meets the Secretary of the Interior's *Standards for the Treatment of Historic Properties*, Standards for Rehabilitation:

1. The building will have a new use that requires minimal to no change to its distinctive materials, features, spaces, and spatial relationships. 2. The historic character will be retained. 3. We won't be adding any conjectural features. 4. Changes over the years that have acquired significance will be retained. 5. Distinctive materials, features, finishes and construction techniques or examples of craftsmanship that characterize the property will be preserved. 6. Deteriorated features will be repaired rather than replaced where possible and if necessary, will be replaced by the exact profile and materials. 7. No surface cleaning or preparation is anticipated. 8. Archaeological resources will not be disturbed in this project, which is all above ground. 9. The addition does not destroy historic materials, it is differentiated through its fenestration but it compatible the massing, size, scale and architectural features. 10. The addition has been designed so that if removed in the future the essential form and integrity of the historic property and its environment would be unimpaired.

Japonski Island Boathouse, Sitka, Alaska Timbers, Wall and Addition Interior



General view, looking West from O'Connell Bridge over Sitka Channel. Downtown Sitka is on the right, on Baranof Island. The Boathouse is left of center on Japonski Island. Behind it are other buildings of the former Sitka Naval Air Station. Also in the picture are two of Sitka's harbors and the public work float (at left). 7/30/16.



Historical view of the Japonski Island Boathouse (right of center) during World War II. View is from the top of a gravel conveyer. The causeway in the foreground is adjacent to the current bridge across the channel. Photo Sitka Historical Society, Johnson Collection.

Japonski Island Boathouse, Sitka, Alaska Timbers, Wall and Addition Interior



Above left, looking SE from the marine ways bay, above right, looking NW at the SE facade.

Center left, looking SW at opening, center right, looking NE at opening.

Bottom left, the SW post, and right, the NE post, showing how deterioration has led them to come off the plate. Photos by Rebecca Poulson

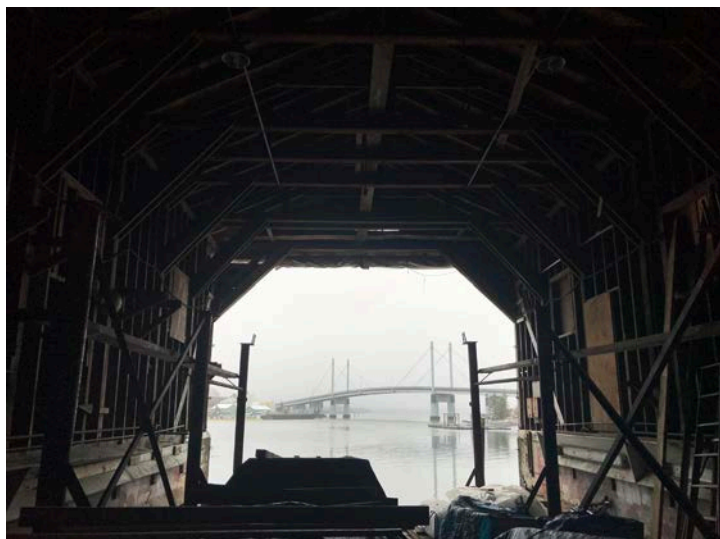
3/27/21



Japonski Island Boathouse, Sitka, Alaska Timbers, Wall and Addition Interior



Top left, the side facing the highway, the SW wall, that was rebuilt in 2019. Top right, the West corner. Above left, the NW side, showing the addition (in tar paper; it will get siding in April) and the section of wall we want to rebuild with this project, just to the right of the addition, with the double doors. Above right, the NE side of the building, with the wall that will be rebuilt this spring. The plywood is over the doorways for which we have rebuilt the jambs and doors for installation when the wall is repaired. Below left, looking SE from the marine railway bay, and below right, the SE facade, showing the deteriorated posts. Photos by Rebecca Poulson 3/27/21



Japonski Island Boathouse, Sitka, Alaska Timbers, Wall and Addition Interior



Aerial photo of Sitka, Alaska, showing Japonski Island at the top. The approximate boundary of the Sitka Naval Operating Base and U.S. Army Coast Defenses National Historic Landmark is marked in red.

The NHL includes Mt. Edgecumbe High School, University of Alaska Sitka Campus, and part of the Southeast Regional Health Corporation campus, as well as the Japonski Island Boathouse, in the former Navy Base.

The Causeway, above, was the Army's Fort Rousseau and is now the Makhnati Island Causeway State Historical Park.

CLG: Sitka

Project: Japonski Boathouse Timbers, Wall, Toilet

Tabular Budget: Example

Historic Preservation Fund

Directions: First, complete the blue *Budget Details* table. If needed, add rows etc, to show calculations of proposed costs for your project.

Second, totals for each cost category in the *Budget Details* table should auto-populate the "Totals" column in the yellow *Budget Summary* table.

However, you will need to enter amounts in the 60% and 40% columns in the yellow *Budget Summary* table to show your planned 60-40 split by cost category. (See example.)

Finally, enter amounts in the pink table: *Source of Sponsor's Matching Share* . The total should at least equal 40% of your Total Project Cost (TPC) as shown in this example, cell E23.

2. Budget Summary			
Cost Category	60% HPF Grant	40% Match	Totals
Personal Services		10,525	10,525
Contractual	18,101	2,699	20,800
Supplies & Materials	2,594	2,000	4,594
Other	2,140	0	2,140
Travel: Airfare	0	0	0
Per Diem: Meals	0	0	0
Per Diem: Lodging			0
Direct Costs	22,835	15,224	38,059

x State Indirect Rate 8.5%	1,941
Total Project Cost (TPC)	40,000
Sponsor Matching Share 40% of TPC	16,000
* HPF Federal Grant Share 60% of TPC	24,000
Subtract pre-determined State Indirect	<u>1,941</u>
Potential Reimbursement to Sponsor	22,059

3. Source of Sponsor's Matching Share	
Cash Expenditures	2,699
In-Kind Contributions	2,000
Donations & Volunteerism	<u>10,525</u>
Total \$ (40% of TPC)	15,224

1. Budget Details by Cost Category													
	Personal Services					Contract	Supplies & Materials	Other	Travel: Airfare	Travel: Meals *			Travel: Lodging
	Base	base unit	Time Spent	Total Base	Fringe	Total Personal Serv	general, PM, plumb,elect	city 8.5%, advertising		Days	Rate	Total Meals	Total Nites Rate Lodging
SMHS	27.00		75	2,025.00		2,025.00	timbers, fasteners	1500	2040				0
SMHS	40.00		200	8,000.00		8,000.00	bathroom	2060	100			0	0
SMHS	50.00		10	500.00		500.00	wall	1034					
						0.00	800.00	0					
						0.00							
						0.00							
						0.00							
						0.00							
Totals				10,525.00	0.00	10,525.00	20,800.00	4,594.00	2,140.00	0.00		0.00	0.00

* (Do Not Exceed \$25,000 for HPF Federal Grant Share.)

Limitations: Per HPF Manual 13-1, compensation for consultants involving HPF grants is limited to no more than 120% of a GS-15 step 10. Currently, that ceiling for Alaska is \$94.42 an hour.

Volunteer time may be valued using the *Independent Sector* rate schedule for Alaska at the following site:

https://www.independentsector.org/volunteer_time