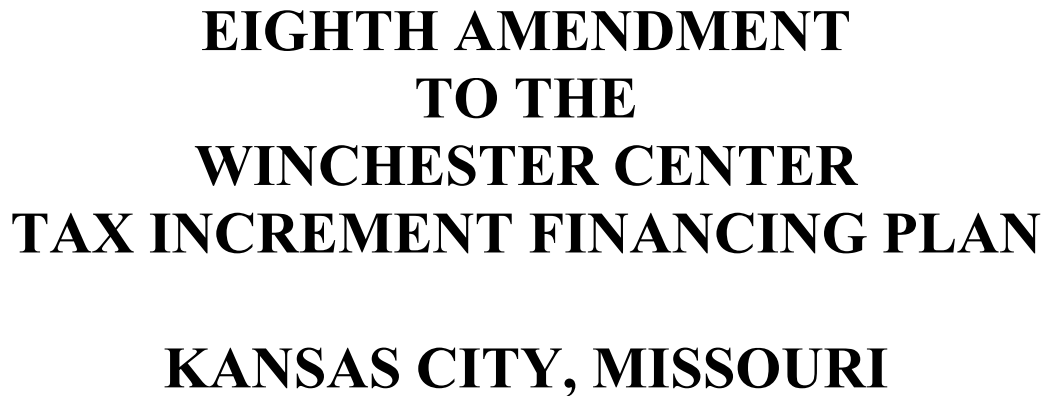




**Eighth Amendment to the
Winchester Center
Tax Increment Financing Plan**

The Winchester Center Tax Increment Financing Plan shall be amended as follows:

- A. Delete Section I, INTENT AND NATURE OF THE AMENDMENT, in its entirety and in lieu thereof insert the following:

I. INTENT AND NATURE OF THE AMENDMENT

The Winchester Center Tax Increment Financing Plan (the “Plan”) has been amended seven (7) times since its initial approval by Ordinance No. 911435. The First Amendment to the Plan, as approved by Ordinance No. 931165 (the “First Amendment”) provides for the expansion of the Redevelopment Area, as originally described by the Plan, to include property located on the southwest corner of 63rd Street Trafficway and Manchester Avenue. The Redevelopment Area, as expanded by the First Amendment, is generally bound by 63rd Street Trafficway on the north, Interstate 435 and Manchester Avenue on the east, 64th and 67th Streets on the south, and the Kansas City Southern Railroad tracks on the west. The expanded area included Redevelopment Project Area 13. The First Amendment provides for the construction of approximately 33,600 square feet of office commercial space together with all necessary appurtenances, utilities and street improvements within Redevelopment Project Area 13.

The Second Amendment to the Plan, as approved by Ordinance No. 941181 (the “Second Amendment”) provides for additional property to be included within the Redevelopment Area. The addition of the property creates Redevelopment Project Area 14. Redevelopment Project Area 14 will consist of the construction of approximately 80,000 square feet of office space at an estimated cost of \$20,000,000.

The Second Amendment further provides for the subdivision of Redevelopment Project Area 5 into three sub-projects to allow greater development flexibility. The Second Amendment additionally permits the use of tax abatement as provided for under the Enterprise Zone designation. The categories of eligible reimbursable project costs are proposed to be expanded to include reimbursement for rock excavation, deck parking and other excessive building costs directly related to site issues, and underground utility work.

Each of the Third Amendment to the Plan, as approved by Ordinance No. 031366 (the “Third Amendment”), the Fourth Amendment to the Plan, as approved by Ordinance No. 050617 (the “Fourth Amendment”) and the Fifth Amendment to the Plan, as approved by Ordinance No. 051235 (the “Fifth Amendment”),

provide for modifications and updates to the Budget of Redevelopment Project Costs.

The Sixth Amendment (the “Sixth Amendment”) to the Plan provided, inter alia, additional funding for (i) a neighborhood improvement program and (ii) Bennington Road between Beacon and 67th Street.

The Seventh Amendment (the “Seventh Amendment”) provided for modifications to the neighborhood improvement program and modifications to the Development Schedule.

The Eighth Amendment (the “Eighth Amendment”) provides for modifications to the neighborhood improvement program.

- B.** Delete Exhibit 15, “Neighborhood Housing Program Project” and insert the revised Exhibit 15, as attached hereto.

EXHIBIT 15

NEIGHBORHOOD HOUSING PROGRAM PROJECT

Winchester Housing Program Summary

The Winchester Housing funds will be targeted to a Benefit Area (Exhibit A, Benefit Area Map) with a priority for:

- Rehabilitation of Owner Occupied Single-Family housing.
- Rehabilitation for Rental Single Family housing.
- Replace or repair sanitation / septic tanks systems to comply with Health and Safety Standards of Kansas City Code requirements.
- No TIF housing funds shall be used for rehabilitation of multifamily.

Primary recommendations about the administration of the Winchester Housing Program include:

- The TIF Commission will retain overall administrative responsibility. It may establish partnerships with existing organizations and institutions to carry out program delivery functions.
- Develop an evaluation mechanism for the Program.
- Program operations/implementation with availability of housing funds will have a five-year term with the starting date that is reflective of the date the City passes an ordinance, which approves an amendment to the Winchester TIF Plan, which incorporates the Winchester Housing Program. At the end of the five-year term, any remaining funds not obligated for home repairs will be used to reimburse eligible Redevelopment Project Costs identified by the Winchester Plan.

Proposed Guidelines

The Housing Program will award funding to qualified property owners within the targeted Winchester TIF Housing Benefit Area. The Winchester Housing Program will be administered by the TIF Commission, which may include administration through Program Delivery Contractors (“PDCs”) who will solicit and review grant applications, and manage construction and fund disbursements. It is recommended that the PDCs have established ties to the City and Commission and be familiar with housing programs within the City.

A grant program is recommended for the septic system program and a funding program is recommended for the housing rehabilitation and repair program. The TIF staff shall determine, with input from the Commission (including the Neighborhood and Housing Committee), appropriate funding limitations based on funding availability and projected needs of the particular target area within the Redevelopment Area. Factors which should be considered when determining the projected needs and funding limitations for a particular target area include: condition of housing stock, prioritizing exterior improvements and addressing safety / health issues on the exterior and interior of single and rental housing stock, and number of qualified applicants. It is recommended that the funding limits discussed below, under the Section entitled, *The Housing Program*, be adopted as initial guidelines, which may be subject to modification by the TIF Commission, with input from the Winchester Advisory Committee and the Neighborhood and Housing Committee, based on new funding and periodic program evaluation.

The Winchester Housing Program

The Winchester Housing Program will provide funding to qualified participants for the costs of prioritized exterior improvements and septic and sanitation repairs to single family residential and rental properties. Examples of eligible costs include facade, roofing, windows, porches, siding, masonry, painting, driveways, sidewalks, lighting, heating and cooling, electrical, replace or repair of septic systems and sanitation.

As an option, the Winchester Housing Program may engage existing third-party organizations as PDC's for assistance in administering the Winchester Housing Program.

Funding – Each application for grants to repair and/or replace septic tanks will be evaluated and approved by the WHIP Advisory Committee. With respect to the Housing Program, the funding will be applied, on a house by house basis, first to septic system repairs or replacement and then to the housing repairs or rehab.

Septic Tank / Sanitation Inspection

- Maximum grant amount of \$750.00 for septic tank / sanitation system inspection. If applicant participates in Winchester Housing Program, the cost of inspection will become part of the overall grant.
- If applicant does not participate in program the cost of the inspection will be given as a grant with no deed restrictions on property.
- Elimination of \$7,500 cap related to the repair or replacement of septic tanks.

Housing Program

Single Family Owner-Occupied

- There is no maximum grant amount for Single-Family Owner-Occupied residences. However, any home repair/rehab project in the amount of \$30,000 or above, in which the homeowner is not current on property taxes and/or property insurance, shall be reviewed and approved by the Neighborhood and Housing Committee. Owner may be eligible for an additional grant for the Septic Tank program.
- No dollar for dollar match requirement.
- The Executive Director may waive, on a case by case basis, the requirement that the homeowner be current on real property taxes to participate in the program. The homeowner is strongly encouraged to enter in to a payment plan with the county.
- The Executive Director may waive, on a case by case basis, the requirement that the homeowner maintain insurance on the property to be repaired, with the condition that, if the home is uninsurable due to the condition of the home, the homeowner must obtain insurance after repairs are made. If the homeowner does not maintain insurance because of financial issues, or can demonstrate other hardship, the insurance requirement may be waived by the Executive Director.

- The Executive Director is directed to work with the advisory committee and applicants to make reasonable arrangements to make repair to homes and septic systems, demolish blighted structures and otherwise eliminate blight in the neighborhood.

Single Family Rental Housing.

- Maximum grant amount \$15,000 per Single-Family Rental (in addition to any necessary septic tank repairs or replacement).
- Owner must match Dollar for Dollar.

Residency Requirement:

No pre-existing residency requirement. Post funding-award residency of five (5) years is required. The funding for the Winchester Housing Program will be structured as a five (5) year “forgivable loan”. So long as the recipient of the forgivable loan resides in the single-family house, each year of residency, beginning on the date of the closing of the forgivable loan, twenty percent (20%) of the loan will be forgiven, with the entire loan being forgiven after the fifth year of continued residency. If the single-family house is a rental property, so long as the owner retains title in fee simple to the property, twenty percent (20%) of the forgivable loan will be forgiven each year of ownership, beginning on the date of the closing of the forgivable loan, with the entire loan being forgiven after the fifth year of continued ownership.

Use of grant funds: Winchester Housing Program funding will be primarily limited to exterior improvements and addressing septic and sanitation issues. Exterior improvements may include, but are not limited to, facade, roofing, windows, porches, siding, masonry, painting, driveways, sidewalks and lighting. If health and safety violations are identified by Housing Program inspectors, during a pre-qualification inspection, these violations must be corrected prior to approval and authorization of Winchester Housing Program funding or included in the scope of work.

Repair process: The PDC will inspect the house to assist the homeowner in determining the scope of work to be performed. The PDC will provide the homeowner with a list of qualified contractors and assist the homeowners (as appropriate and needed) in reviewing the scope of work to be performed, perform all necessary construction oversight, and approve contractor draws. All work will be in accordance with Winchester Rehabilitation Standards (Exhibit B).

Rental Conversion Program

Single-Family

1. Property Types: Single-family rental houses.
2. Maximum Funding Amount: \$15,000 per single family house.
3. Ownership Requirements: Rental ownership cannot extend past 18 months of loan/grant closing. If property is not sold to an owner-occupant within that period, the note will become due and payable.
4. Matching-Funding Requirements: All rental-conversion owners must match TIF funding on a dollar for dollar basis.

5. Application Process: All rental-conversion applications must be made to the PDC. All forgivable loans must be made in conjunction with loans and/or owner cash which will be matched on a dollar-for-dollar basis up to the maximum amount.
6. Use of Grant Funds: TIF housing funds will be primarily used for exterior improvements. Exterior improvements may include, but are not limited to: facade, roofing, windows, porches, siding, masonry, painting, driveways, sidewalks and lighting, septic systems and inspections of sanitation systems. Properties containing dangerous and hazardous health and safety code violations that cannot be corrected with funding provided under this program or other financing will be disqualified from participation.

Targeting and Selection Criteria

Targeting Recommendations

- The Winchester Housing funds must be targeted to homes located within the Benefit Area.
- Property located outside the boundaries of the Benefit Area will NOT be eligible for benefits from this Winchester Housing Program.

(Exhibit B)

Winchester Housing Program REHABILITATION GUIDELINES

I. General

For single family home and rental rehabilitation.

The program is designed rehabilitate and, in connection with the rental conversion program, sell residential dwellings.

- A. Work to repair and/or replace items which constitute violation of city codes as well as other work are eligible to receive funding from the Winchester Housing Program.
- B. Rehabilitated property must comply with requirements under the Kansas City Codes Department for any work that requires a City Codes inspection. In some cases, a Certificate of Occupancy may be required depending on the extent of rehab work being performed
- C. Ineligible rehab:

The following listed items include, but are necessarily limited to, improvements that cannot be funded by Winchester Housing Program:
 - 1. Install swimming pools, hot tubs, saunas, Jacuzzi
 - 2. Window air conditioners, washer/dryer, or other freestanding appliance
 - 3. Reimbursement to owners for their own labor.
 - 4. If the PDC has any questions regarding any other work items to be done under this section, staff should be contacted.
- D. All code violations, as well as safety and health violations, including remediation of hazardous materials (lead-based paint, asbestos, etc.) must be addressed and resolved prior to or in connection with extending Winchester Housing Funds for any other aspect of a single-family home.
- E. The Winchester Housing Program requires repair or replacement of specified exterior or interior deficiencies that may cause the property to become uninhabitable. Funding may be withheld if said deficiencies are not addressed.

II. Specific Guidelines for the PDC to Consider

The PDC is responsible for checking the following items and considering addressing deficient items.

A. Exterior

1. Grading and drainage
2. Concrete/asphalt
3. Roofing
4. Windows, doors, soffits, fascia, walls and other surface areas, including porches
5. Gutters and downspouts
6. Paint/tuck pointing

B. Interior

1. Walls, ceilings, windows, doors
2. Floors and floor coverings
3. Paint
4. Basements
 - a) Plumbing (including hot water tanks)
 - b) Electrical
 - c) Heat
 - d) Walls
 - e) Beam, joists, support columns
5. Termite and extermination
 - a) Check wood beams, wood joists, wood support columns, windows and other surfaces
 - b) If there is evidence of active infestation, a termite inspection must be conducted. The cost of inspection as well as treatment is an eligible cost if performed by licensed exterminators. If there is active infestation of roaches, mice or rats, the property must be treated by a licensed pest control company.

The following standards should be used as a guide for property inspections:

A. Exterior

1. Roof

- a) If the roof has five (5) years or more of remaining life, the existing roof can remain.
- b) If, upon inspecting, the roof proves to have 3 or more overlays it must be stripped down to the roof decking and new 30-year shingles installed.
- c) If an inspection by the PDC shows shingles are curling, have lost granules, have missing and broken shingles, or is leaking, the roof must be replaced.
- d) Inspect attic for visible signs of leakage.
- e) If there is only (1) layer and the roof is in fair condition, an overlay is permissible.
- f) When replacing or installing roof shingles, a 30-year laminated shingle is to be used.
- g) Rafters, ridge board and collar ties need to be inspected for warping, splitting, or other defects after shingles are removed, or via attic inspection in case of overlays.
- h) When replacing/repairing roof, installation of a minimum of two (2) roof vents, as per manufacturer's specifications and soffit vent is recommended, if possible.
- i) New galvanized or aluminum metal flashing must be installed for chimneys, vent pipes, dormers, and edges. Asphalt base tar is not acceptable as flashing.
- j) Exterior grade, 7/16 inch OSB (oriented strand board) sheathing and good quality 30-year laminated shingles are to be used.

2. Chimneys

- a) There are three types of chimneys used in properties that will be inspected. They are brick (lined and unlined), rock and metalbestos.
- [b)** The cleanout in basement must be inspected to check if bricks or other material have been dislodged. Chimney cleaning is an allowable expense and will be required if the old chimney will be used. If a wood or gas burning fireplace is left to be operable, a report from a certified chimney company will be required, verifying that the lining in the chimney is in good working condition and poses no fire hazards.

- c) Exterior inspection of chimney should be made to see if it is pulling away from the structure. If the chimney has not moved from the structure, caulking generally will take care of the problem. The inspection fee by a licensed structural engineer is an eligible expense.
- d) Tuck point mortar joints as needed.
- e) Installation of a rain cap with screening is allowed.
- f). In cases where the chimney has excessive height, it can be reduced to approximately 3 linear feet in height above roof.
- (g) If the furnace or hot water heater is vented into the chimney, a licensed heating and cooling firm must inspect the chimney to determine if it needs to be relined. Relining requires an inspection from the City Codes Department and a permit for the installation of the liner, which is an eligible expense.

3. Gutters, downspouts and storm drains

- a) Galvanized or aluminum downspouts that are in good condition and draining property do not need to be replaced.
- b) Gutters and downspouts that are not being replaced should be cleaned and painted, if galvanized, and inspected for proper drainage fall.
- c) Storm drains in good condition and operating properly can remain. Drains not operating properly (letting water enter the basement or drains with broken tile) must be removed and sealed.
- d) Box gutters that indicate no visible signs of damage or leaking can remain.
- e) Box gutters that are damaged or leaking may be repaired, relined, or covered up and replaced with traditional guttering.

4. Soffits, fascia and rafter tails can remain as-is if they are in good conditions. If needed, they can be repaired or replaced. Wrapping is allowable.

5. Siding

The following types of siding are generally used: Wood siding shingles and various types of lap siding, including wood, vinyl, steel and aluminum. Vinyl, aluminum or steel siding can be repaired, installed or replaced in order to make maintenance easier for the owner. (However, if property is located within an historic district, exterior siding must comply with those requirements.)

6. Windows – exterior

- a) Operating windows that have missing ropes, locks, lifts and small glass cracks can remain but must be repaired.

- b) Windows showing excessive damage and missing parts need to be replaced with new window units.
- c) Replacement window units must have an Energy Star Rating.
- d) Replacement of storm windows is an eligible cost. Any broken or missing storm windows must be replaced to conserve energy.

7. Doors

- a) Exterior solid core doors with operable keyed lock set, hinges, in good operating condition are acceptable.
- b) Hollow core doors are not acceptable for exterior use.
- c) Exterior doors should have a proper fitting threshold and weather-stripping to provide a seal against weather.
- d) Screen or aluminum combination storm doors can be installed, repaired or replaced.
- e) Replacements for exterior doors must be pre-hung and insulated.

8. Sidewalks and Driveways

- a) Private sidewalks and driveways shall have an all-weather surface.
- b) Sidewalk surfaces are to be concrete. Driveway surfaces can be asphalt or concrete.
- c) Sidewalks and driveways with an offset displacement exceeding three (3) inches, cracks exceeding one (1) inch, or ponding water for more than 5 days must be repaired or replaced. (Repair/replacement strongly recommended.)

9. Porches

- a) Porches are to be inspected to determine safety and soundness.
- b) Porch decking, headers, joists, support columns, ceiling, and rafters should be solid, secure and safe to use.
- c) Balustrades are to be anchored securely. Balustrades missing or not in usable condition must be replaced.
- d) Wood type porches can be converted to a concrete deck porch, including new steps, balustrade and support columns.

- e) Existing concrete porch decks that are badly cracked, ponding water and presenting a safety hazard must be replaced with either wood or concrete.

10. Foundations

- a) If visual inspection of the foundation cannot determine the problems, an engineering report can be obtained. This may be an allowable expense.
- b) Foundation walls can be tuck-pointed, parged, replaced, repaired, or rebuilt as needed.

11. Lead-Based Paint

Homes built after 1978 shall not require a lead-based paint inspection.

Homes built prior to 1978 shall have a lead-based paint inspection as part of the overall environmental assessment.

12. Painting – Exterior and Interior

Exterior and interior painting by the contractor will be done in a manner which includes cleaning of the exterior surfaces by means of washing, scraping of loose paint, spot priming and application of two (2) coats of 100% latex paint (25 year life).

13. Garages/Outbuildings/Fences

- a) Repair/replacement are eligible expenses.
- b) Garages or outbuildings that will remain, must meet city codes.

B. Interior

1. Plumbing (includes interior and exterior lines)

- a) Galvanized water lines with sufficient pressure and showing no signs of leakage or corrosion do not need to be replaced.
- b) Vertical and horizontal galvanized water lines that are to be replaced will be done with hard copper piping and lead-free solder or pex tubing.
- c) If horizontal galvanized water lines are being replaced, vertical lines above the first floor need to be replaced at the same time.
- d) Existing copper water lines connected to galvanized pipe must have dielectric couplings (see 1 above).
- e) PDCs should be aware of the advisability of repairing/replacing leaking faucets and/or fittings. Replacement of faucets shall include a low flow aerator.

- f) Hot water tanks older than 5 years old may be replaced, however, if not leaking or showing any signs of rust at the base of the tank, replacement is not required. If the tank is to be replaced, install minimum of 40-gallon Energy Star Rated tank complete with new vent pipe and pop off valve with overflow pipe for single family. If the hot water tank is not replaced, inspect vent pipe for rust, holes, leaking pop off valve, and drip leg.
- g) Copper gas lines must be replaced with black iron pipe.
- h) Waste lines going to the kitchen or bath that are leaking or showing extensive corrosion should be replaced or repaired.
- i) Repairs to septic systems are allowed. However, if public sanitary sewer is available, hookup to the system is strongly recommended.

2. Heating and Air Conditioning

- a) Gravity flow furnaces and ducts that appear to be in good condition and showing no deterioration can remain. However, a mechanical inspection is advised. Any wrapping on heat runs or the furnace itself showing deterioration should be checked for asbestos. Asbestos remediation must be performed by company licensed to perform such work.
- b) The mechanical inspection can be waived for forced air furnaces and ducts that have been installed in the past 5 years. Units over 5 years must have a mechanical inspection.
- c) Hot water or steam systems can remain as long as there is no sign of leakage. The system should have a mechanical inspection to verify the condition of the unit. If steam pipes are wrapped, they should be checked for asbestos and abated or sealed by a certified company.
- d) If there is any doubt regarding the condition of the furnace, a mechanical inspection of the furnace is recommended. The cost for inspection is eligible.
- e) Flue pipes that are missing, defective, rusted, and/or have improper fall, should be replaced or repaired. All flue pipes going into the chimney must be sealed.
- f) Free standing gas or oil heating units, e.g., space heaters, must be disconnected. Vented heaters sitting on fire resistant mats are the only units that are approved for heating.
- g) If there is central air conditioning, the same procedure as used to inspect furnaces will be used.

- h) Replacement of a furnace shall be with a new unit that has a minimum of 90% energy efficiency and side vented.
- i) Replacement of a/c unit shall have a minimum of 13 SEER rating. (If a 14 SEER or greater unit is installed, the local electric utility may pay a portion of the cost; and the PPD should check with the utility for an application before purchase of unit.)

3. Electrical

- a) If an existing 30 or 60 amp service is still in place, the panel box shall be up-graded to a minimum 100 amp service. Any additional wiring and the masthead shall be replaced to meet city code requirements.
- b) 100 amp service left in place which are blowing fuses or circuit breakers due to overload shall be checked by a licensed electrician.
- c) Installation of updated service could require a masthead. The location of the service entrance will be determined by the local electric utility.
- d) All exposed knob and tube wiring (basement and attic areas) shall be removed and new electrical conductor with non-metallic sheathing, such as Romex, installed. If the wiring has been tampered with, the wiring and service panel must be replaced to comply with electrical code.
- e) In any room above basement level, when removal of plaster or drywall has resulted in the exposure of knob and tube wiring, replacement with new electrical conductor with non-metallic sheathing, such as Romex, must be done and a permit for city inspection obtained. If done, installation of outlets should be included as required by code.
- f) Electric outlets in rooms where plaster or drywall is not being removed do not have to comply with paragraph e above. One (1) outlet is all that will be required. Appliance outlets may be installed as needed.
- g) Existing two (2) hole outlets do not have to be replaced with grounded units. New outlets must be grounded.
- h) GFCI outlets are not required unless the electric wiring in the home is being updated. However, the GFCI is a safety factor and grounded outlets in kitchen and bath areas are recommended.
- i) Electric switches operating properly do not need to be replaced; however, if electrical work is being done, wall switches must be installed in kitchens and bathrooms to replace pull chain switches, even if they are operating properly.
- j) Electric fixtures that are working properly do not need to be replaced, even though shades are missing. Light fixtures equipped with pull chain

switches and operating properly can remain. The purchaser can select fixtures that are to be replaced.

- k) Ceiling fans equipped with light kit can be installed.
- l) Existing doorbells can be made operable or installed.
- m) Exterior floodlights can be repaired, replaced or installed new.
- n) There must be a smoke detector on each floor, located generally in basements, hallways, and other areas adjacent to bedrooms. Units must be in place prior to final inspection of the property.

4. Walls and Ceilings

- a) Plaster walls and ceilings having few cracks or holes, and wallpaper in good condition, will not require any action.
- b) Large holes and cracks in walls and ceilings may be indicative of other problems, and should be considered for repair.
- c) Depending on the condition of walls and ceilings, overlay with drywall may be acceptable. If overlaying drywall on interior walls that have an exterior side, insulation must be installed prior to drywall installation to reduce energy loss.
- d) Defective ceiling plaster, adjacent to the attic, should generally be repaired (if small) or covered with sheetrock if removed.
- e) Removal of plaster from walls and ceiling will require that the wiring be brought up to electrical code. Therefore, it is recommended that walls/ceilings be laminated with sheetrock if serious cracks/deterioration occurs.

5. Doors and Trim

- a) Missing or non-operable interior doors must be replaced or repaired.
- b) Bathroom doors must be equipped with operable locks.
- c) Interior doors must fit openings, and have working passage sets and hinges.
- d) Door trim that is missing, must be repaired or replaced.

6. Windows and Trim

- a) Windows that are non-operable must be repaired or replaced.
- b) Missing hardware and sash cords must be repaired or replaced.

- c) Sashes with broken or rotted wood must be repaired or replaced.
- d) Window glass that is missing or with large holes and cracks exceeding ¼ inch displacement must be replaced.
- e) Basement windows must be operable or sealed and glass not broken. Small cracks in glass are permissible. Basements must have one operating window for ventilation.
- f) Storm window repair or replacement is an eligible cost. Any broken or non-operating storms must be repaired or replaced.
- g) Windows located in the basement can be replaced with new energy efficient window units.

7. Floors and Floor covering

- a) Hardwood and pine floors needing repair or refinishing should be addressed.
- b) Hardwood floors can be sanded and refinished as needed.
- c) Pine or softwood floors are not to be sanded. They can be refinished/painted only.
- d) Floors can be carpeted instead of being refinished.
- e) Kitchens, dinettes, and adjoining walls may have new vinyl floor replaced. Existing floor covering must be replaced, if there are soft spots or several layers.
- f) Carpet may be repaired based on its condition, or new carpet can be installed. (Carpet stretching is also allowed).

8. Stairs, Steps and Handrails

- a) Stairs, steps, and handrails in good condition can be left as-is.
- b) Repair and/or replacement of basement stairs, steps and handrails that are missing or broken, as well as mill finished stairs, steps and handrail parts that are missing or broken must be repaired or replaced.

9. Insulation

- a) Attic insulation must be inspected.
- b) Attic insulation should be brought up to a minimum (R-38) standard using cellulose or fiberglass. If the insulation value is brought up to R-42

in the attic, R-25 for the floor, and/or R-19 in the crawlspace, the local electric company may contribute towards cost of this upgrade

- c) Sidewall insulation can be blown-in as needed to fill the space to achieve a (R-19) rating.
- d) Insulating outside walls from the interior should be done as follows: Remove plaster/lathe and install vapor barrier battens, then finished with new drywall.
- e) Insulating outside walls from the exterior should be done as follows: Blow-in cellulose or fiberglass insulation through a series of drilled holes. When the cavity is filled, holes must be plugged and repainted.
- f) Install adequate amount of roof venting depending on square footage of attic.
- g) Exterior doors and windows should be weather-stripped to prevent entry of air and moisture.
- h) Caulk all areas around doors, windows, and other adjoining surfaces as necessary.
- i) Basement area between rim joists: Batts should be installed in an acceptable level by current standards and insulation value.

10. Energy Reduction

When making changes to any energy related items, all efforts shall be made to achieve a reduction in use of energy.

- a) When plaster or drywall has been removed from an exterior wall, that wall shall be insulated to an R-19.
- b) Any areas that allow air to infiltrate into the home shall be sealed.
- c) All exterior doors shall be weather tight.
- d) Basement rim joist shall be insulated if accessible.
- e) If light fixtures are to be replaced, they shall be replaced with Energy Star Rated fixtures.
- f) All new appliances shall have a Energy Star Rating.

11. Environmental and Historical regulations must be followed

- a) Lead Based Paint Clearance

- b) Any asbestos wrappings on duct work, heating systems etc. shall be removed by a certified company with a report from that company submitted to TIF staff or PDC.
- c) Any alterations to the exterior of properties designated as an historic landmark or located within an area designated as an historic district shall be approved by the Historic Preservation Commission before any exterior work commences.