

City of Newton



Ruthanne Fuller  
Mayor

## Newton, Massachusetts Community Preservation Program FUNDING REQUEST

☒ PRE-PROPOSAL

☐ PROPOSAL

Last updated February 2020.

Please submit this completed file directly – do not convert to PDF or other formats.

For full instructions, see [www.newtonma.gov/cpa](http://www.newtonma.gov/cpa) or contact:

Lara Kritzer, Community Preservation Program Manager

City of Newton Planning & Development Department, 1000 Commonwealth Ave., Newton, MA 02459

[lkritzer@newtonma.gov](mailto:lkritzer@newtonma.gov)

617.796.1144

(For staff use)  
date rec'd:

You may adjust the space for each question, but the combined answers to all questions on this page must fit on this page.

<b>Project TITLE</b>	<b>The Second Church in Newton – Sharing Space: preservation and accessibility</b>		
<b>Project LOCATION</b>	Full street address (with zip code), or other precise location. 60 Highland Street, West Newton, MA 02465		
<b>Project CONTACTS</b>	Name & title or organization	Email	Phone
<b>Project Manager</b>	Laura Foote, Board Member	footepath7@gmail.com	617 650 0543
<b>Other Contacts</b>	David Torrey, Architect Lisa Howe, Preservation, Building Conservation Associates BCA	<a href="mailto:david@torreyarchitecture.com">david@torreyarchitecture.com</a> <a href="mailto:lhowe@bcausa.com">lhowe@bcausa.com</a>	617 227 1477 ext111 617 916 5661
<b>Project FUNDING</b>	<b>A. CPA funds requested:</b> 600,000	<b>B. Other funds to be used:</b> 600,000	<b>C. Total project cost (A+B):</b> \$1,200,000
<b>Project SUMMARY</b>	Explain how the project will use the requested CPA funds. You may provide more detail in attachments, but your PROJECT SUMMARY MUST FIT IN THE SPACE BELOW. Use a cover letter for general information about the sponsoring organization's accomplishments.		
<p>The Second Church in Newton is a highly visible Gothic Revival stone structure built in 1916 with outstanding natural acoustics, adjoined to a Tudor Revival annex completed in 1938. It serves many diverse members of the community and increasingly has become a music rehearsal and performance space. The aim of the project is to more fully welcome and accommodate community members for a range of events. Overall, the building is well maintained in sound structural condition. We seek CPA support for the proposed investments in preservation and accessibility to achieve this "Sharing Space" goal.</p> <p><b>1. Preservation</b></p> <p>An exterior conditions assessment was completed by Building Conservation Associates in March 2023. Priority masonry and roof repairs to address water infiltration into the stone walls are estimated at \$250k. A matching grant of \$50K from the Massachusetts Preservation Projects Fund was awarded in June. We are prioritizing the issues at the West façade (the main entrance from Highland Street for audiences for music events) and the flanking sides. Scope includes: replacement of copper gallery roof; masonry and flashing; repairs to the stucco walls of the annex.</p> <p><b>2. Accessibility</b></p> <p>The building is on a large sloping site with multiple levels, entrances and stairways. Proposed changes from Torrey Architecture will improve access with particular attention to the historic architectural context.</p> <p><b>North Access – meeting and rehearsal spaces in annex.</b> Build a long gradual walkway from the parking area; pull out and rebuild the concrete staircase with a larger landing; install an interior chair lift to allow visitors to go up a further half flight to reach main floor with community meeting spaces and restrooms.</p> <p><b>South Access – performance space.</b> Re-configure side entrance into the main lobby; replace narrow double doors with a single large oak door; add new pedestrian ramp; regrade and widen the narrow single lane driveway to accommodate handicapped parking and turnaround space at this entrance.</p>			

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<b>Project TITLE</b>		<b>The Second Church in Newton – Sharing Space: Preservation and Accessibility</b>	
<b>USE of CPA FUNDS</b>		<b>HISTORIC RESOURCES</b>	
<b>CHECK ALL THAT APPLY</b>	Preserve	√	
	Rehabilitate/ Restore	√	
<b>COMMUNITY NEEDS</b>	<p>From each of at least 2 plans linked to the <a href="#">Guidelines &amp; Forms</a> page of <a href="http://www.newtonma.gov/cpa">www.newtonma.gov/cpa</a>, provide a brief quote with plan title, year, and page number, showing how this project meets previously recognized community needs. You may also list other community benefits not mentioned in any plan.</p> <p><u>Comprehensive Plan 2007</u> : Coordinate financial and technical support and promote partnerships between public and private organizations for projects that address any combination of housing, open space and hist preservation goals (p. 179). Use incentives and partnerships to encourage preservation and adaptive re-use of city’s historic buildings (p. 190)</p> <p><u>CREATE Newton Comprehensive Arts &amp; Culture Plan 2019</u> Address lack of performance and rehearsal space city wide (pp 42-43)</p> <p><u>Newton Commission on Disability</u>: Foster equal access to community life and activities</p> <p><u>City of Newton Historic Preservation Guidelines on Sustainability</u> (2012): By reusing an existing structure, the investment of natural resources in the original construction can be reclaimed. Historic buildings materials are generally easier to repair when compared with modern materials. The preservation of historic buildings and sites plays a key role in the protection of cultural resources and community character, promoting social sustainability (p. 1)</p>		
<b>COMMUNITY CONTACTS</b>	<p>List at least 3 Newton residents or organizations willing and able to comment on the project and its manager’s qualifications. No more than 1 should be a supervisor, employee or current work colleague of the project manager or sponsor. Consult staff on the community contacts required for your specific proposal.</p>		
<b>Name &amp; title or organization</b>		<b>Email</b>	<b>Phone</b>
Chris Pitts, President, Waban Improvement Society. Co-Chair, Newton Cultural Council		cbpitts@gmail.com	617.515.7579
Sachiko Isihara, Exec Director, Suzuki School of Newton, Inc.		sachiko.isihara@gmail.com	617.964.4522
Yvonne Alberts, Portfolio Manager, US Department of Energy		yvonne.sinalberts@gmail.com	617.678.6997
Frank Neal, Property Manager, Second Church in Newton		frankgNeal@comcast.net	617.244.2690

You may adjust the space for each question, but the combined answers to all questions on this page must fit on this page.  
**Full proposals must include separate, detailed budgets in addition to this page.**

<b>Project TITLE</b>		
<b>SUMMARY CAPITAL/DEVELOPMENT BUDGET</b>		
<b>Uses of Funds</b>		
Preservation: see Att. 3. Includes granite repointing, roof, flashing and also fees for preservation consultant's supervision		192,650
Access: South entry – see Att. 3 and drawings		553,861
Access: North entry - see Att. 3 and drawings		313,489
Access: professional fees – architect, surveyor, civil engineer, landscape design		140,000
<b>D. TOTAL USES (should equal C. on page 1 and E. below)</b>		<b>1,200,000</b>
<b>Sources of Funds</b>	<b>Status</b> (requested, expected, confirmed)	
CPA funding	Requested	\$600,000
Massachusetts Preservation Projects Fund	Confirmed June 2023	\$50,000
Other fund-raising; endowment	Expected	\$550,000
<b>E. TOTAL SOURCES (should equal C. on page 1 and D. above)</b>		<b>\$1,200,000</b>
<b>SUMMARY ANNUAL OPERATIONS &amp; MAINTENANCE BUDGET (cannot use CPA funds)</b>		
<b>Uses of Funds</b>		
Personnel		\$350,000
Building maintenance, heating, electricity, snow plow, insurance, etc		\$283,000
Administrative and other operating costs		\$31,000
<b>F. TOTAL ANNUAL COST (should equal G. below)</b>		<b>\$664,000</b>
<b>Sources of Funds</b>		
Rental income		\$150,000
Donations; draw from endowment		\$514,000
<b>G. TOTAL ANNUAL FUNDING (should equal F. above)</b>		<b>\$664,000</b>
<b>Project TIMELINE</b>	<b>Phase or Task</b>	<b>Season &amp; Year</b>
PRESERVATION COMPONENT	ACCESS COMPONENT	
Complete construction docs; Bidding; award contracts	Survey; finalize drawings and construc docs; Fundraising	Fall 2023/Winter 2024
Implement all exterior roof and masonry repairs	Bidding; award contracts	Spring 2024
Complete preservation project MHC deadline: June 2024	Start work	Summer 2024
	>>>>>>>>	Fall/Winter 2024/2025
	Complete access upgrades	Spring/Summer 2025

<b>Project TITLE</b>			
↓ Check off submitted attachments here.			
<b>REQUIRED</b>	✓	<b>PHOTOS</b>	of existing site or resource conditions (2-3 photos may be enough)
	✓	<b>MAP</b>	of site in relation to nearest major roads (omit if project has no site)
Pre-proposals: separate attachments not required, just use page 3 of form.  <b>Full proposals: separate, detailed budget attachments REQUIRED.</b>	<b>PROJECT FINANCES</b> printed and as computer spreadsheets, with both uses & sources of funds		
		<b>Development pro forma/capital budget:</b> include total cost, hard vs. soft costs and contingencies, and project management – amount and cost of time from contractors or staff (in-kind contributions by existing staff must also be costed)	
		<b>Maintenance budget, projected separately for each of the next 10 years</b> (CPA funds may not be used for operations or maintenance)	
		<b>Non-CPA funding:</b> commitment letters, letters of inquiry to other funders, fundraising plans, etc., including both cash and est. dollar value of in-kind contributions	
		<b>Purchasing of goods &amp; services:</b> briefly summarize sponsor's understanding of applicable state statutes and City policies	
Pre-proposals: recommended. <b>Full proposals: REQUIRED.</b>	✓	<b>HISTORIC SIGNIFICANCE</b>	<b>ATTACHMENT 1:</b> Analysis of Historical Significance (narrative; maximum 1 page)
			<b>ATTACHMENT 2:</b> Description of Historically Significant Features (maximum 1 page)
			<b>ATTACHMENT 3.</b> Summary & Justification of Proposed Treatment (maximum 1 page)
			<b>ATTACHMENT 4.</b> Newton Historical Commission Review (based on attachments 1-3 above)
<b>REQUIRED for all full proposals.</b>	<b>SPONSOR FINANCES &amp; QUALIFICATIONS, INSTITUTIONAL SUPPORT</b>		
		<b>For sponsoring organization, most recent annual operating budget</b> (revenue & expenses) <b>&amp; financial statement</b> (assets & liabilities); each must include both public (City) and private resources ("friends" organizations, fundraising, etc.)	
		<b>For project manager: relevant training &amp; track record</b> of managing similar projects	
<b>REQUIRED for all full proposals involving real estate acquisition, construction or other building/ landscape improvements.</b>	<b>DESIGN &amp; CONSTRUCTION</b>		
		<b>Professional design &amp; cost estimates:</b> include site plan, floor plans & elevations	
		<b>Materials &amp; finishes:</b> highlight "green" or sustainable features & materials	
		<b>Environmental mitigation plans (if applicable):</b> incl. lead paint, asbestos, etc. (including disposal of existing fence elements that cannot be repaired or restored)	
<b>OPTIONAL for all proposals.</b>		<b>LETTERS of SUPPORT</b>	from Newton residents, organizations, or businesses