|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Newton, Massachusetts Community Preservation Program**  **FUNDING REQUEST** | | | | |
|  | | | | |
|  | **X** | **PRE-PROPOSAL** |  | **PROPOSAL** |



Last updated October 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:

Mollie Hutchings, Community Preservation Program Manager

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

[mhutchings@newtonma.gov](mailto:mhutchings@newtonma.gov) 617.796.1143

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | You may adjust the space for each question, but the combined answers to all questions on this page must fit on this page. | | | | | | | | | | | | | |
|  | **Project**  **TITLE** | | **West Newton Cinema Rehabilitation Feasibility Plan** | | | | | | | | | | | |
|  | **Project**  **LOCATION** | | 1296 Washington Street, West Newton | | | | | | | | | | | |
|  | **Project**  **CONTACTS** | | Name & title or organization | | | | | Email | | | Phone | | | Mailing address |
|  | **Project Manager** | Elizabeth Heilig, President  West Newton Cinema Foundation | | | | | | elizheilig@gmail.com | | | (781) 956-0096 | | | PO Box 650012, West Newton, MA 02465 |
|  | **Other Contacts** | Kelley Brown, Board Member & Clerk  West Newton Cinema Foundation | | | | | | kbrown@mit.edu | | | (617) 293-6380 | | | 457 Waltham Street, West Newton, MA 02465 |
|  | **Project FUNDING** | | **A. CPA funds requested:**  $53,000 | | | | | | **B.** **Other funds to be used:**  $57,000 | | | **C. Total project cost (A+B):**  $110,000 | | |
|  | **Project**  **SUMMARY** | | 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. | | | | | | | | | | | |
|  | The West Newton Cinema Foundation requests a CPC grant to match a Mass Cultural Council award of Feasibility and Technical Assistance and System Replacement Program grants totaling $43,000. These funds will be spent on the programmatic, architectural and engineering services to plan the rehabilitation of the historic building so that it can support film programming, arts education, and live performance for Newton and the greater Boston community.  The scope of this work will include the development of a physical program (i.e., the necessary types, amounts and dimensions of space), and a comprehensive assessment of the type, extent and cost of necessary physical rehabilitation and restoration for the cinema building. This assessment will provide the foundation for the business, physical, and financial plans necessary to support the purchase, renovation and launch of a cultural facility that can save a key historic Newton asset, support the West Newton commercial village, and benefit the community for years to come.  (See attached Scope document and Sources and Uses table for details.) | | | | | | | | | | | | | |
|  | **Project Title** | | | **West Newton Cinema Rehabilitation Feasibility Plan** | | | | | | | | | | | |
|  | **Proposed Funding Category: Historic Preservation** | | | **Proposed Historic Preservation Funding will be used to:** | **Acquire** |  | | | | | | | | | |
|  | **Create** |  | | | | | | | | | |
|  | **Preserve** | Yes | | | | | | | | | |
|  | **Rehabilitate/ Restore** | Yes | | | | | | | | | |
|  | **Community**  **Needs** | | | From each of at least2 plans linked to the [*Guidelines & Forms*](http://www.newtonma.gov/gov/planning/cpa/program.asp) page of [**www.newtonma.gov/cpa**](http://www.newtonma.gov/cpa), providea 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. | | | | | | | | | | | |
|  | Newton Comprehensive Plan – 2007 – Page 9-12: Financial incentives can range from simpler, faster permitting or approval processes for projects that achieve previously identified community priorities, to tax reductions or phasing, to direct loans or subsidies. Such incentives are critical both for persuading some property owners to preserve or reuse pieces of the City's historic fabric, and for enabling owners or potential purchasers who have already been persuaded of the merits of preservation or reuse, but cannot afford to undertake a particular project without additional financial resources.  Washington Street Vision Plan – 2019 – Page 20: Promote narrow and transparent shopfronts - The Cinema Block in West Newton Square demonstrates several principles with regard to narrow storefronts. The Cinema itself is a large facility with a narrow storefront that primarily occupies space toward the back of the property, thereby mirroring the storefront widths of the district. The Elements Massage center next to the Cinema is also a slightly larger facility and utilizes two storefronts, while the neighboring shops each have just one storefront bay.  Economic Development Strategy – 2019 – Page 1 - The five main goals identified through this planning process include: Goal 1: Take steps to pursue development sectors that make Newton both commercially successful and a great place to live, work, and play; Goal 2: Focus redevelopment efforts on key parcels and corridors in Newton; Goal 3: Support the start-up, growth, stability, and vitality of businesses and entrepreneurs in Newton; Goal 5: Maintain and enhance the special qualities of Newton while improving transportation throughout the City for residents, businesses, and visitors.  Newton’s Heritage Landscapes - 2010 - page 48 - NR-DIS. 1937 West Newton Theatre. Important to community character as a building and as civic institution. | | | | | | | | | | | | | | |
| **COMMUNITY CONTACTS** | | | | 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. | | | | | | | | | | | |
| Name & title or organization | | | | | | | Email | | | Phone | | | Mailing address | | |
| Nick Falkoff, Owner, Auburndale Builders | | | | | | | nick@auburndalebuilders.com | | |  | | | 151R Adams Street  Newton, MA 02458 | | |
| John Rice, Executive Director, Hyde Community Center | | | | | | | jrice@tsnn.com | | | (617) 527-4933 | | | P.O. Box 610171, Newton Highlands, MA 02461 | | |
| Glenda Fishman, Treasurer, Newton Cultural Council | | | | | | | Gstarfish@aol.com | | | (617) 964-3042 | | | 29 Fairmont Ave, Newton, MA 02458 | | |
| John Sisson, Director, Economic Development, City of Newton | | | | | | | jsisson@newtonma.gov | | | (617) 796-1122 | | | City of Newton, 1000 Commonwealth Ave, Newton Centre, MA 02459 | | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 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. | | | | | |
| **Project TITLE** | **West Newton Cinema Rehabilitation Feasibility Plan** | | | | |
| **SUMMARY CAPITAL/DEVELOPMENT BUDGET** | | | | | |
| **Uses of Funds** | | | | | |
| Owner’s Representation/Project Management | | | | | $ 14,000 |
| Program consultant | | | | | 25,000 |
| Architect (Incl. MEP/FP engineers), and cost estimator | | | | | 45,000 |
| Other: Existing Conditions Survey, Haz Mat assessment, Cost Estimate, Contingency (10%) | | | | | 26,000 |
| **D. TOTAL** **USES** (should equal **C.** on page 1 and **E.** below) | | | | | **$ 110,000** |
| **Sources of Funds** | | | **Status**  (requested, expected, confirmed) | |  |
| West Newton Cinema Foundation (in kind) | | | confirmed | | $ 14,000 |
| Mass Cultural Council Technical Assistance grants | | | confirmed | | 43,000 |
| Newton Community Preservation Act | | | requested | | 53,000 |
|  | | |  | |  |
| **E. TOTAL SOURCES** (should equal **C.** on page 1 and **D.** above) | | | | | **$ 110,000** |
| **SUMMARY ANNUAL OPERATIONS & MAINTENANCE** **BUDGET** (cannot use CPA funds) | | | | | |
| **Uses of Funds** | | | | | |
| NA | | | | |  |
|  | | | | |  |
|  | | | | |  |
|  | | | | |  |
| **F. TOTAL ANNUAL COST** (should equal **G.** below) | | | | |  |
| **Sources of Funds** | | | | | |
| NA | | | | |  |
|  | | | | |  |
| **G. TOTAL ANNUAL FUNDING** (should equal **F.** above) | | | | |  |
| **Project TIMELINE** | | **Phase or Task** | | **Season & Year** | |
| Existing Conditions Survey and Programming | | | | Assume July 2024 start  July - Aug | |
| Engineering Narratives and Concept Plan | | | | Aug - Sept | |
| Cost Estimate and Phasing | | | | Oct | |
| Finance Plan and Final Report | | | | Nov - Dec | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Project TITLE** | **West Newton Cinema Rehabilitation Feasibility Plan** | | | | |
| **🡫 Check off submitted attachments here.** | | | | | |
| **REQUIRED.** | | √ | **PHOTOS** | of existing site or resource conditions (2-3 photos may be enough) | |
| √ | **MAP** | 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.  **Full proposals: separate,**  **detailed budget attachments REQUIRED.** | | **PROJECT FINANCES** printed and as computer spreadsheets, with both uses & sources of funds | | | |
|  | **Development budget:** 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) | | |
|  | **Operating/maintenance budget, projected separately for each of the next 10 years**  (CPA funds may not be used for operations or maintenance) | | |
|  | **Non-CPA funding:** commitment letters, letters of inquiry to other funders, fundraising plans, etc., including both cash and est. dollar value of in-kind contributions | | |
|  | **Purchasing of goods & services:** briefly summarize sponsor’s understanding of applicable state statutes and City policies | | |
| **REQUIRED**  **for all full proposals.** | | **SPONSOR FINANCES & QUALIFICATIONS, INSTITUTIONAL SUPPORT** | | | |
|  | **For sponsoring department or organization, most recent annual operating budget** (revenue & expenses) **& financial statement** (assets & liabilities); each must include both public (City) and private resources (“friends” organizations, fundraising, etc.) | | |
|  | **For project manager: relevant training & track record** of managing similar projects | | |
| **REQUIRED for**  **all full proposals involving City govt., incl. land acquisition.** | |  | **CAPITAL**  **IMPROVEMENT PLAN** | | current listing/ranking & risk factors for this project |
|  | **COVER**  **LETTER** | from head of City department, board or commission confirming: current custody, or willingness to accept custody, of the resource and commitment of staff time for project management | |
| **ZONING & PERMITTING** | | | |
|  | **Permits required:** including building permits, environmental permitting, parking waivers, demolition, comprehensive permit, or special permits (if applicable) | | |
|  | **Other approvals required**: Newton Conservation Commission, Newton Historical Commission, Newton Commission on Disabilities, Parks and Recreation Commission, Massachusetts Historical Commission, Massachusetts Architectural Access Board, etc. | | |
| **DESIGN & CONSTRUCTION** | | | |
|  | **Professional design & cost estimates**: include site plans, landscape plans, etc. | | |
|  | **Materials & finishes**; highlight “green” or sustainable features & materials | | |
| **OPTIONAL for**  **all proposals.** | | √ | **LETTERS of SUPPORT** | | from Newton residents, organizations, or businesses |