

## Attic Fire Separation Program

### *What is the Attic Fire Separation Program?*

Many rowhomes in Downtown Frederick have open connected attic spaces. Without fire blocking at each property line, fire can spread from rowhome to rowhome seriously endangering personal safety as well as threatening our historic fabric. Downtown Frederick Partnership is piloting the Attic Fire Separation Program to begin to address the lack of fire blocking. This Program offers a grant of up to \$1,000 to construct or fill gaps in a fire barrier between adjoining rowhomes. In no case will the grant exceed the cost of installation. The Partnership has a total of \$5,000 in grant funds for this pilot program. Depending on the community's response, the Partnership may seek additional future funding.

### *Who is Downtown Frederick Partnership?*

Downtown Frederick Partnership is a historic preservation based, economic development nonprofit dedicated to enhancing, promoting and preserving the vitality and livability of Downtown Frederick, a national Main Street community.

### *Which properties are eligible for grant funding?*

- Existing rowhomes located in the Frederick Town Historic District that are > 50 years old

### *How does the pilot program work?*

1. The property owner submits a completed application form. Applications are reviewed by the Design Committee on a first-come, first-served basis. Only complete applications will be considered. The Design Committee is composed of business owners, architects, engineers, residents and others who want to improve Downtown Frederick's physical appearance.
2. Once the Design Committee reviews the project, the Partnership will issue a letter of commitment for grant funding. The letter will include the specific dollar amount granted and any conditions of approval. For all projects, receiving all required City approvals, including building permits, is a condition of approval. The amount of the grant award will not increase from the amount stated in the letter of commitment. The grant amount will not exceed actual project costs. **Work completed prior to a letter of commitment is not eligible for funding.**
3. Property owner receives all required City approvals and/or permits within six months of receiving the letter of commitment. The property owner needs to forward copies of the City approvals and/or permits to Partnership staff.
4. Property owner works with a contractor to have the fire barrier improvements constructed within six months of receiving City approvals.
5. Once the project is complete, the property owner(s) submits proof of payment in the form of cancelled checks and/or credit card statements as well as photos of the completed work.
6. The Partnership typically processes a reimbursement check in less than 30 days.

## Attic Fire Separation Program

Property Owner(s): \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Date Rowhome Constructed: \_\_\_\_\_

Total Estimated Project Cost: \_\_\_\_\_

Requested Grant Amount: \_\_\_\_\_

Proposed Start Date: \_\_\_\_\_

Completion Date: \_\_\_\_\_

### Required Submittals:

- Detailed scope of work including pricing
- One color photo showing the entire building façade (sidewalk to roof peak)
- Two color photos showing the open cavity attic

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Date

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## Attic Fire Separation Program

### General Conditions

It is expressly understood and agreed that the applicant is not an agent, employee or subcontractor of Downtown Frederick Partnership, Inc.

It is expressly understood and agreed that the applicant shall be solely responsible for all safety conditions and compliance with all safety regulations, building codes, building permits, HPC requirements, ordinances, and other applicable regulations.

It is expressly understood and agreed that work completed prior to the receipt of a letter of commitment is ineligible for funding.

It is expressly understood and agreed that the applicant will not seek to hold Downtown Frederick Partnership, Inc. and/or its agents, employees, officers and/or directors liable for any property damage, personal injury, or other loss relating in any way to the Attic Fire Separation Program.

The applicant shall be responsible for maintaining valid and sufficient insurance coverage for property damage and personal injury relating to the Attic Fire Separation Program.

The applicant agrees to maintain the property and improvements, including, but not limited to, promptly removing graffiti, sweeping and shoveling in front of the property.

The applicant agrees to return a pro-rated amount of the grant money received if the improvement is removed within two years.

The applicant authorizes Downtown Frederick Partnership, Inc. to promote an approved project, including, but not limited to, displaying Partnership signage at the site, during and after construction, and using photographs and descriptions of the project in Partnership materials and press releases.

Property Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Property Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_