

Kentucky Housing Corporation

Weatherization Public Guidance

July 28, 2020

KHC Public Notice 02-2020

Subject: Historical Properties Process

Guidance: Kentucky Housing Corporation (KHC), Kentucky Energy Cabinet, the Kentucky Heritage Council, and the U.S. Department of Energy reached an agreement on how to proceed with historical properties. If a property is 50 years old or older, you will need to submit the property for review to KHC. KHC will gather all required documents and in turn submit all the properties for review to the Kentucky Heritage Council once a week. The submission procedures follow:

Process for SHPO Review

1. Community Action Agencies (CAAs) pull property from waiting list.
2. Determine the age of property.
 - a. CAAs may use PVAs to determine an approximate age. However, the PVA dates are just a rough estimate. Follow-up with homeowner to confirm if the PVA is correct.
 - b. Interview homeowner to determine what age of the property and the history of the property. Sample questions – Who built it? Was it a grandfather or a father? Has it had renovations? Has it had additions? If so, when were they built?
 - c. If the age of property cannot be determined by these methods, take a few pictures of the property and send them to wxadmin@kyhousing.org. SHPO will help determine the age for us.
3. Do energy audit on property.
4. If property is over 50 years old, submit the following to KHC. At wxadmin@kyhousing.org.
 - a. Brief description of the history of the property
 - b. Energy audit -and detailed work scope with highlights on how measures will be installed. (For example, if installing insulation, will you blow it? If installing CO detectors/smoke alarms, are the walls plaster or drywall?)
 - c. Maps – include an aerial map with a latitude/longitude map
 - d. Labeled photos of work proposed.
 - e. Description of ground disturbance, if any
5. Approvals will take up to 30 days to return.

While waiting for Kentucky Heritage Council approvals CAAs may pull the next homeowner from your waiting list and begin the weatherization process with that household. Once you receive the historical review approval, you place the approved household next in line for weatherization services.

KHC PN	
Guidance Issued	
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