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| **MILLS ACT TEN‐YEAR REHABILITATION PLAN** |
| **PURPOSE** | Please use this form to update the preservation and rehabilitation plan and timeline associated with your Mills Act Contract. Include all proposed exterior and relevant interior work (including electrical, plumbing, etc.) associated with the long‐term preservation and maintenance of your historic property that will be completed within the next ten years. |
| **AUTHORITY** | California Government Code sections 50280 through 50290 |
| **NOTES** | 1. Include reasonable cost estimates for proposed work, taking into account inflation over the ten-year term of the plan. The total cost over ten years should approximately equal the amount of tax savings granted by the contract.
2. Preservation, rehabilitation, or restoration of historic interior features may be included, up to 25 percent of the total cost of the plan.
3. If this plan includes work carried over from the initial plan, please note that the description section.
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| **PROPERTY DATA** |  |
| Address: | Click here to enter text. | APN: | 000-00-000 |
| Historic District: | Click here to enter text. |
| **OWNER INFORMATION** |  |
| Owner Name: | Click here to enter text. |
| Mailing Address: | Click here to enter text. | City, State, Zip Code: | Click here to enter text. |
| Phone No.: | Click here to enter text. | Email: | Click here to enter text. |
| Other Authorized Contact: | Click here to enter text. | Email, Phone No.: | Click here to enter text. |
| **CONTRACT** |  |
| Contract Date: | Click here to enter text. | Contract No.: | Click here to enter text. |

*I am (we are) the present owner(s) of the property referenced herein. I (we) hereby acknowledge that the information provided herein for the proposed Mills Act ten‐year preservation plan associated with the referenced property is accurate.*

Owner Signature: Date:

Owner Signature: Date:

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| **For Staff Use Only** | Received by:  | Date:  |
| Status of Current Plan: | [ ]  Completed | [ ]  In Progress | [ ]  No Progress |
| Last Inspection: |  | Next Inspection: |  |
| SOIS/Design Standards Conformance: | [ ]  Conforming | [ ]  Non-Conforming | Comments: |  |
| New Property Owner | [ ]  Yes  | [ ]  No | Date of Sale: |  |
| Updated Plan | [ ]  Approved | [ ]  Approved with modifications (see attached) | [ ]  Denied |
| Comments/Notes: |  |

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| **REHABILITATION/MAINTENANCE PLAN AND TIMELINE** (attach additional sheets, if necessary) |
| Please use this form to outline your rehabilitation, restoration, and maintenance plan and timeline. Include all proposed exterior and interior work (including electrical, plumbing, etc.) to be completed within the next ten years. The work must be in conformance with the *Secretary of the Interior’s Standards for the Treatment of Historic Properties* (*SOI Standards*) and City of Orange design standards for the applicable historic district. The total cost estimate over ten years must approximately equal the tax savings granted by the Mills Act Contract. Use additional sheets if necessary. |

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| Building or Site Feature: Click here to enter text. |
| [ ]  Rehabilitation/Restoration | [ ]  Maintenance | Cost (round to nearest dollar): Click here. |
| [ ]  Completed | [ ]  Proposed | Year of Proposed Work Completion: Click here to enter text. |
| Description of Work: Click here to enter text. |

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| Building or Site Feature: Click here to enter text. |
| [ ]  Rehabilitation/Restoration | [ ]  Maintenance | Cost (round to nearest dollar): Click here. |
| [ ]  Completed | [ ]  Proposed | Year of Proposed Work Completion: Click here to enter text. |
| Description of Work: Click here to enter text. |

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| Building or Site Feature: Click here to enter text. |
| [ ]  Rehabilitation/Restoration | [ ]  Maintenance | Cost (round to nearest dollar): Click here. |
| [ ]  Completed | [ ]  Proposed | Year of Proposed Work Completion: Click here to enter text. |
| Description of Work: Click here to enter text. |

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| Building or Site Feature: Click here to enter text. |
| [ ]  Rehabilitation/Restoration | [ ]  Maintenance | Cost (round to nearest dollar): Click here. |
| [ ]  Completed | [ ]  Proposed | Year of Proposed Work Completion: Click here to enter text. |
| Description of Work: Click here to enter text. |

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| Building or Site Feature: Click here to enter text. |
| [ ]  Rehabilitation/Restoration | [ ]  Maintenance | Cost (round to nearest dollar): Click here. |
| [ ]  Completed | [ ]  Proposed | Year of Proposed Work Completion: Click here to enter text. |
| Description of Work: Click here to enter text. |

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| **REHABILITATION/MAINTENANCE PLAN AND TIMELINE** (continued) |

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| Building or Site Feature: Click here to enter text. |
| [ ]  Rehabilitation/Restoration | [ ]  Maintenance | Cost (round to nearest dollar): Click here. |
| [ ]  Completed | [ ]  Proposed | Year of Proposed Work Completion: Click here to enter text. |
| Description of Work: Click here to enter text. |

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| Building or Site Feature: Click here to enter text. |
| [ ]  Rehabilitation/Restoration | [ ]  Maintenance | Cost (round to nearest dollar): Click here. |
| [ ]  Completed | [ ]  Proposed | Year of Proposed Work Completion: Click here to enter text. |
| Description of Work: Click here to enter text. |

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| Building or Site Feature: Click here to enter text. |
| [ ]  Rehabilitation/Restoration | [ ]  Maintenance | Cost (round to nearest dollar): Click here. |
| [ ]  Completed | [ ]  Proposed | Year of Proposed Work Completion: Click here to enter text. |
| Description of Work: Click here to enter text. |

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| Building or Site Feature: Click here to enter text. |
| [ ]  Rehabilitation/Restoration | [ ]  Maintenance | Cost (round to nearest dollar): Click here. |
| [ ]  Completed | [ ]  Proposed | Year of Proposed Work Completion: Click here to enter text. |
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| Building or Site Feature: Click here to enter text. |
| [ ]  Rehabilitation/Restoration | [ ]  Maintenance | Cost (round to nearest dollar): Click here. |
| [ ]  Completed | [ ]  Proposed | Year of Proposed Work Completion: Click here to enter text. |
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| Building or Site Feature: Click here to enter text. |
| [ ]  Rehabilitation/Restoration | [ ]  Maintenance | Cost (round to nearest dollar): Click here. |
| [ ]  Completed | [ ]  Proposed | Year of Proposed Work Completion: Click here to enter text. |
| Description of Work: Click here to enter text. |

Work must meet all City requirements and comply with the *Secretary of the Interior’s Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings* or the *Secretary of the Interior’s Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings* (1995, by Weeks and Grimmer). Also consult the design standards for the applicable historic district at the City of Orange website: <http://www.cityoforange.org/261/Historic-Preservation>.

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| **SOI STANDARDS for REHABILITATION** |
| 1. | A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships. |
| 2. | The historic character of a property will be retained and preserved. The removal of distinctive material or alteration of features, spaces, and spatial relationships that characterize a property will be avoided. |
| 3. | Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other properties, will not be undertaken. |
| 4. | Changes to a property that have acquired historic significance in their own right will be retained and preserved. |
| 5. | Distinctive materials, features, finishes and construction techniques or examples of craftsmanship that characterize a property will be preserved. |
| 6. | Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive historic feature, the new feature will match the old in design, color, texture, and where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence. |
| 7. | Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used. |
| 8. | Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken. |
| 9. | New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment. |
| 10. | New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired. |

**PERIODIC INSPECTIONS**

Periodic inspections are conducted by City staff to monitor properties for compliance with the terms of the Contract. Inspections monitor the progress the ten‐year rehabilitation plan and any updated or revised rehabilitation plan. Inspections are ongoing for the life of the contract and are conducted every five years. Property owners are encouraged update the City regularly as to the progress of their preservation plan.