

Tax Credit Tips

- For City, State and Federal tax credits meet one on one with each department as early as possible to discuss your project. I found it best before I spent time and money.
- Do your research on the features of your building. Historic buildings may have had features changed over time which cannot be duplicated but matching the significant period may be allowable.

Tax Credit Tips

- Hire an architect firm that is experienced and has an architectural historian on staff.
- NSCC has done research on many historically significant properties in Haleiwa. This is a good head start in applying for the register.
- You or your tenant know your building better than anyone. Make a list and take photos to determine items to be repaired, replaced or brought up to code.
- Be patient. It's worth it!

YIM QUON BUILDING

CHINATOWN DISTRICT

Photo A.1 Before



75 N. King Street
Honolulu, Hawaii 96817

View: West – King Street front
façade

Photo Date: April 28, 2015

1. Replace ground floor store front to match historical façade
2. Add King Street front door access to 2nd floor
3. Repair & repaint stucco, remove abandoned pipes
4. Replace 2nd floor windows and repair the brick circumference
5. Repair front awning
6. Install gas meter

Photo A.1 After



PODMORE BUILDING

CAPITAL DISTRICT

Photo A.1 Before



View southeast corner exterior ground floor windows
Photo date: January 31, 2017

Photo A.1 After



1. Remove and replace windows
2. Lower cheek walls and reinforce interior lateral column support
3. Add lateral reinforcement to columns
4. Remove side door and replace with window
5. Repair stucco
6. Paint window trim and stucco

PROPERTY TAX CREDIT

Maintenance Plan

(Items for Preservation and Maintenance)

Building: Yim Quon Building

75 N. King St, Honolulu, HI 96817

Inspection Chart

Feature	Minimum Inspection Frequency	Note
Roof	Annually	Every 5 years by roofer. Also check after heavy rain.
Roof Drainage	6 months; more frequently as needed	Before and after wet season, during heavy rain, clean gutters
Windows	Annually	Inspect after heavy rainfall, check seals. Replace broken or missing glass as soon as possible
Exterior Walls and Patios	Annually	Inspect after heavy rainfall
Foundation and Grade	Annually	Inspect after heavy rainfall
Building Perimeter	Annually	Inspect after heavy rainfall

Entryways	Annually; heavily used entries may merit greater frequency	Spring, prior to summer/fall painting season
Doors	6 months; heavily used entry doors may merit greater frequency	Inspect after heavy rainfall
Building Structure	Annually	Inspect columns and Beams/Trusts. If rusted sand down and repaint.
Exterior Roof Structures	Annually	Check to see if it is secured and fastened properly and free from corrosion.
Foundations and Perimeter Grades	Annually	The maintenance goal is to prevent moisture from entering foundations and damaging materials close to the grade.

Inspection

Inspections at the foundation should be done in conjunction with the inspection of the downspouts to ensure that water is being discharged a sufficient distance from the building perimeter. The goal is to prevent moisture from entering foundations and damaging materials close to the grade.

Look for:

- depressions or grade sloping toward the foundation; standing water after a storm;
- material deterioration at or near the foundation, including loss of mortar in masonry, rotting wood, or settlement cracks in the lower sections of wall;
- evidence of animal or pest infestation;
- evidence of moss or mold from damp conditions or poorly situated downspout splash blocks; and

- blocked downspout drainage.
- Check the foundation walls that penetrate into the ground, the piers that support raised structures, and the ground immediately around a foundation serve important structural functions. To help sustain these functions, it is important that there is good drainage around and away from the building.
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Weekly Maintenance

- Clean ground floor window and door glass, storefronts, using a mild vinegar and water mixture or a non-alkaline commercial window cleaner. Avoid high-pressure washes.
- Clean handles, locks and similar hardware with a soft, damp cloth. Use mineral spirits or commercial cleaners very sparingly, as repeated use may remove original finishes.
- Clean entryways and remove debris daily.

Monthly Maintenance

- Remove debris around roof top HVAC units and ensure that water from units are draining properly
- Clean or replace interior HVAC system filters
- Check the concrete sidewalk around building and report to city and cracking or borken areas which may cause water to seep into building.
- Reputty window glazing where putty is deteriorated or missing. Take care in removing putty so as not to crack or break old glass or damage muntins and sash frames.
- Tighten screws in doorframes and lubricate door hinges and awning hardware using a graphite or silicone type lubricant.
- Check interior railings are secure.
- Check weather stripping on doors and windows and adjust or replace as necessary.

Quarterly Maintenance

- Check and clean roof top and interior HVAC systems
- Check window sills for proper drainage. Fill cracks in wood sills with a wood filler or epoxy.
- Repair, prime, and repaint windows, doors, frames, and sills when needed. Take appropriate additional precautions when removing lead-based paint.
- Adjust wood sash that bind when operated. Apply beeswax, paraffin, or similar material to tracks runs for ease of movement.
- Correct perimeter cracks around windows and doors to prevent water and air infiltration. Use traditional material or modern sealants as appropriate.

Annual Maintenance

- Remove and clean hardware before painting doors and windows; reinstall after the paint has dried.
- Conduct annual termite inspections. Promptly address termite and other insect infestations. Use only licensed company for treatment where needed.
- Paint window and door trim as needed.
- Paint roof top steel structures as needed.