



# Spokane Historic Preservation Façade Improvement Grant Application



## Primary Contact Information

Primary Contact Name: <b>Janet Anderson</b>	Primary Contact Phone: <b>509 953 6570</b>	Primary Contact Email: <b>janderson3200@comcast.net</b>	Primary Contact Address: <b>2407 W Pacific Ave Apt E, 99201</b>
Primary Contact is the:			
<input type="checkbox"/> Property Owner	<input type="checkbox"/> Registered Agent	<b>HOA President</b>	

## Checklist

Attachments:

- Copy of conceptual drawing of proposed work if applicable
- Four or more photos of the building and proposed project location
- Copies of estimate or bid from licensed contractor(s)/vendor(s) detailing all work items and costs

## Property Information

Historic Name of Property: <b>Browning Hall Condominium</b>	Commercial or Residential? <b>Residential (Condominium)</b>
Property Address: <b>2407 W Pacific Ave</b>	Date listed on the Spokane Register of Historic Places: <b>-</b>
Year Constructed: <b>1931</b>	Current Use of Property:
Owner's Name: <b>5 owners (six units)</b>	Owner's Phone Number:
Owner's Address:	Owner's Mailing Address:
Owner's Email Address:	Number of Years Property Owned:

## Supplemental Questions

Do the proposed façade improvements meet the eligibility criteria? Is the work consistent with the Secretary's Standards?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See Eligible Types of Façade Rehabilitation in Historic Preservation Façade Improvement Grant Program – Program Information.
Has the property received the Special Valuation Tax Incentive for this property in the past, or is the property currently receiving Special Valuation?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Special Valuation is a historic preservation incentive offered to historic property owners in the city.
This grant program provides reimbursement for eligible expenses. Does the applicant have a plan to finance the full cost of the project?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, please explain: <b>Owners budget for and collect payments prior to project</b>

## Project Information

Please provide a detailed description of the proposed rehabilitation. The description should include the objectives of this proposal and should make the case for . Attach additional pages for continued description if needed. (500 word limit)

**We are in the process of gathering bids for a major roof repair / replacement. The existing roof is leaking and needs immediate attention.**

**Our building has aluminum storm windows which are in poor repair and we would like to replace them with appropriate windows; ~~as well~~ in addition we would like the existing windows repaired/maintained.**

Why this is a project worthy of funding? What would be the impact if the applicant did not receive grant funding for this project? This is a competitive grant so financial impact as well as each applicant's level of need will be considered in the review process.

We have two projects planned: 1) Repair/Replacement of the tile roof  
2) Replace Storm windows and repair/maintain windows

Please provide a tentative schedule for the project. Projects that can be completed within the 2026 construction season will be prioritized.

We are getting bids for the projects now. The roof is a priority and will meet to determine which contractor to hire. Upon selection, owners will meet to approve funding, then schedule work. Windows will hopefully be completed this year also.

Estimated Project Completion Date:

**Funding and Contractor Information**

Grant Amount Requested: \$5,000	Total Estimated Cost of the Project: Range \$25,000 to \$75,000
Contractor Providing Estimates:	Contractor's License Number:
Contractor's Phone Number:	Contractor's Email Address:

Note: Proof of payment (invoices, receipts, etc.) is required after the project is complete in order to receive reimbursement

**Signatures**

Signature of Applicant: Janet Anderson Date: 04-06-2026  
Printed Name of Applicant: Janet Anderson, HOA President  
Signature of Property Owner (Required If Different from Applicant): \_\_\_\_\_ Date: \_\_\_\_\_  
Printed Name of Property Owner: Will provide a list of owners upon request.

Grants will be awarded based on the following criteria: **project description, impact of funding, project objectives, schedule for project completion, and overall quality of the application.** Information on this program can be found in Historic Preservation Façade Improvement Grant Program – Program Information. For questions regarding this program, please contact Logan Camporeale at (509) 625-6634 or [preservation@spokanecity.org](mailto:preservation@spokanecity.org).

**Applications must be submitted by April 6, 2026.**

**Submission Options:**

- #1: Email completed applications along with all materials to: [preservation@spokanecity.org](mailto:preservation@spokanecity.org)
- #2: Mail submission packet to:  
Spokane Historic Preservation Office  
808 W. Spokane Falls Blvd  
Spokane, WA 99201

**For Office Use Only:**

Date Application Received: \_\_\_\_\_  
Time Received: \_\_\_\_\_  
Received By: \_\_\_\_\_

Anderson, Janet  
2407 West Pacific Avenue  
Spokane, WA 99201

Anderson-2407-R  
2407 West Pacific Avenue  
Spokane, WA

Opp/Job ID 1174004

**Section:** Tile Roofing  
**Size:** 2898 Sq Ft

**Serviceman:** Mark Sample  
**Proposal Date:** 04/06/2026



Please check next to the deficiencies you authorize for repair, then total, sign, and date where indicated

**Deficiencies**

1



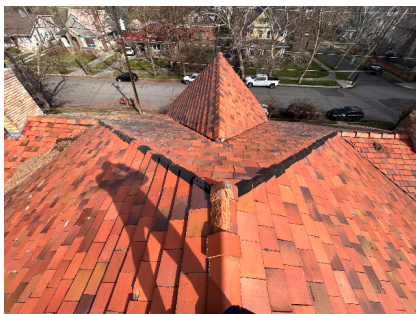
Debris Removal (Emergency) - 04/06/2026  
Quantity: 1 EA

Deficiency: There are a total of six valleys where debris has prevented proper drainage, and now water is backing up beneath the tiles, resulting in several roof leaks. Debris on the roof has caused premature aging of the roofing underlayment material. The Moisture held against the roofing material for long periods of time has accelerated premature failure. By removing debris and clearing the channel in the rooftop valleys and gutters, we believe this will result in fewer roof leaks.

Corrective Action: All debris from the rooftop and gutters will be removed and properly disposed of. Tile replacement is not possible. At this time, we can only repair broken tiles with lead flashing. The lead flashing is soft and moldable, creating a water-tight seal at any tiles we identify as broken or leaking.

**Estimated Repair Cost: \$2,650.00**

2



Open Flashing (Emergency) - 04/06/2026  
Quantity: 4 EA

Deficiency: The seam tape installed along all four hips (the four corners of the tile roof) is beginning to deteriorate. These openings can allow water to enter the roof, leaving it exposed to unexpected leaks.

Corrective Action: Depending on the severity of the flashing deterioration, the tape will be completely removed and new flashing tape installed in accordance with industry standards.

**Estimated Repair Cost: \$2,050.00**

Anderson, Janet  
 2407 West Pacific Avenue  
 Spokane, WA 99201

Anderson-2407-R  
 2407 West Pacific Avenue  
 Spokane, WA

Opp/Job ID 1174004

**Section:** Tile Roofing (continued)

**Size:** 2898 Sq Ft

**Serviceman:** Mark Sample

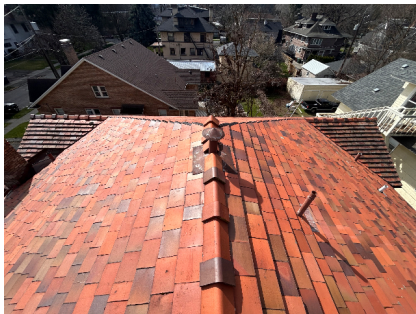
**Proposal Date:** 04/06/2026



Please check next to the deficiencies you authorize for repair, then total, sign, and date where indicated

**Deficiencies**

3



Pipe Flashing (Emergency) - 04/06/2026  
 Quantity: 4 EA

Deficiency: All four of the existing pipes were not flashed properly or are now failing due to age and need to be replaced.

Corrective Action: Four new lead pipe flashings will be installed and sealed according to the manufactures specifications.

**Estimated Repair Cost: \$1,200.00**



Jimmy's Roofing - Spokane  
 11401 E Montgomery Dr #2  
 Spokane Valley, WA 99206  
 p: 509-924-1989 f: 509-928-1989  
 www.jimmysroofing.com  
 License No: WA: JIMMYR\*933LM

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 2407 West Pacific Avenue  
 Spokane, WA 99201

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**Serviceman** Mark Sample  
**Proposal Date:** 04/06/2026

**PAYMENT TERMS**

Payments are due upon receipt of invoice. If a progress or final payment is not received within 15 days of the invoice date, a Finance Charge of 1% per month for residential properties (12% per annum) & 1.5% per month for commercial properties (18% per annum) will be assessed.

Please make all checks payable to:

Jimmy's Roofing  
 Accounts Receivable  
 11401 E. Montgomery Drive, Suite 2  
 Spokane Valley, WA 99206

WA: JIMMYR\*933LM  
 ID: RCE-13036  
 OR: CCB 212983

**AUTHORIZATION TO PROCEED**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ \$ \_\_\_\_\_

Printed Name: \_\_\_\_\_ PO # \_\_\_\_\_

**Terms and Conditions**

By signing above, you as the Customer approve of and accept the above prices, specifications and conditions, you are authorizing Jimmy's Roofing to order materials, which are non-refundable, and commence the work as specified. Payment terms are 50% down and the balance of the contract price plus any additional charges are due at the time of completion. The Project will not be scheduled until the 50% down payment has been received unless otherwise agreed in writing.

Customer acknowledges and agrees that if this is an insurance claim, the Customer is responsible



**Roof Pros Storm Division, Inc. - WI**  
 Roof Pros Storm Division, inc.  
 703 Commercial Ave  
 Unit D  
 Sun Prairie, WI 53590

03/25/2026

MAIL TO:  
 Roof Pros Storm Division, Inc.  
 3501-B N Ponce De Leon Blvd #357  
 St Augustine FL 32084  
 Phone: (608) 286-3121

**Company Representative**  
 Christopher Weeden  
 Phone: (509) 202-8342  
 workweeden@gmail.com

Remove existing tile roof system and replace with same material color and quality of tile as what is pre existing.

**Jessica Reader**  
 2403 West Pacific Avenue  
 Spokane, WA 99201-6421  
 (703) 609-9647

Job: Jessica Reader

**Roofing Section**

	Qty	Unit
Removal of existing roof system	32.00	SQ
Building Permit	1.00	EA
Decking Inspection	32.00	SQ
Underlayment	32.00	SQ
Plywood Decking	10.00	SQ
Safety Kit Full Body Harness	6.00	EA
DMO Dump> 30yd	1.00	EA
Newpoint Saxony 900 Slate Field Tile - Color Blends - Tesoro Blend	60.00	PC
Modified Metal Edge - 6"	40.00	PC
Platinum Warranty	35.00	SQ

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**TOTAL \$65,000.00**

Starting at \$562/month with **Acorn FINANCE** • **APPLY**