

City of Edwardsville's Commercial Building Façade Program

Program Description

Summary:

The City of Edwardsville's Commercial Building Façade Program provides matching grants to commercial building owners in designated areas within the City. The purpose of the program is to provide a financial incentive to the property owners to improve the visible exteriors (façades) of their buildings.

Eligibility Requirements:

The program is available to any commercial property owner whose building is in or on:

- a. TIF 2 districts of the City of Edwardsville
- b. The 1/19/99 Downtown Edwardsville Streetscape Plan boundaries, Phase 1 and 2,
- c. Vandalia Street between the TIF 2 boundary and Burton Place
- d. Hillsboro Avenue between the TIF 2 boundary and North Kansas Street, and
- e. North Main Street Redevelopment Area Tax Increment Financing District of the City of Edwardsville
- f. St Louis Street and former TIF boundary to West Street

In addition, any applicant must be current on property taxes, utility bills and/or any other form of indebtedness to the City. Elected officials from the City of Edwardsville, the City Administrator, the Public Works Director, City Planner and the Economic/Community Development Director, are ineligible from participating in this program.

Priority will be given to structures, which are determined to be of primary significance to the historical nature of the city and those projects, which will render a high impact in improving the appearance of the business.

Funds may only be used for exterior repairs and improvements to commercial buildings. Fronts, side and the rear of buildings are all eligible but priority is given to fronts and other portions of buildings that are directly exposed to a street. (Roof work and residential structures will not be funded under this program.) Maintenance and upkeep to building are generally not appropriate for façade program funding. Items determined to be maintenance/upkeep may be determined to be ineligible at the discretion of the Façade Committee or Council.

Design Guidelines:

In addition to the improvements meeting all applicable City codes, all improvements to be financed in part through this program should comply with the "Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings" as summarized in Attachment C. Deviations from these standards may be considered on an individual basis.

Grant Terms:

This is a matching grant program in which commercial building owners in designated areas are eligible to receive a grant of up to 25 percent of the documented cost of improving the exterior of their buildings. The program operates on a reimbursement basis with funds disbursed by the City after all authorized work is completed, inspected and approved by the City. For a building with one façade, reimbursement will be limited to 25 percent of the documented cost of the

façade improvements, not to exceed \$10,000 on any one project. For buildings with two or more facades visible, the amount rebated will not exceed \$15,000 or 25 percent of the documented project costs, whichever is less. All work is subject to Prevailing wage requirements. Applicant must demonstrate that this requirement will be adhered.

Eligible Project Costs/Uses:

This program defines total project cost as those costs associated with the program's Design Guidelines and incurred by third-party independent contractors to make improvements and repairs to the exterior facades of the commercial building.

Eligible costs may include, but are not limited to:

1. Window/door repair or appropriate replacement work,
2. Storefront rehabilitation, including removal of non-original siding,
3. Cleaning or painting of exterior surfaces (sandblasting or abrasive cleaning methods are strongly discouraged and in some cases may be prohibited),
4. Repair or restoration of architectural detailing,
5. Cornices, and awnings over a rigid framework (awnings with advertisements are not eligible),
6. Building permits and architectural fees,
7. Materials used to rehabilitate the façade, or,
8. Removal of non-original or inappropriate finish materials.

Other Grant Conditions:

All work to be performed under this program must be in compliance with all applicable City codes and ordinances. Any changes in materials or design once authorization has been given to proceed must be re-approved or may result in loss of funding. This program is contingent on adequate funds being available in the downtown TIF district funds for projects located in, TIF 2 or North Main Street Redevelopment Area Tax Increment Financing District; and adequate funds being available in the General Fund as approved by the City Council for projects located outside of the TIF areas and within the Façade Program boundaries. Applications are accepted at any time. City reserves the right to give preference to facades with front or side street exposure.

THE ATTACHED CHECKLIST MUST BE FOLLOWED. DO NOT ORDER MATERIAL OR BEGIN WORK UNTIL AFTER RECEIVING APPROVAL FROM THE CITY. DOING SO MAY MAKE YOUR PROJECT INELIGIBLE FOR REIMBURSEMENT.

Where to Apply:

Applications are available in the City Clerk's Office at City Hall, 118 Hillsboro Avenue, Edwardsville, IL 62025.

Questions should be directed to the Economic/Community Development Director at 692-7530. Completed applications should be sent to the attention of the Economic/Community Development Director at the 118 Hillsboro Ave., Edwardsville, IL, 62025. The Economic/Community Development Director will review applications for completeness and

program eligibility, and then forward applications and a summary of comments to the Façade Review Committee and Finance Committee. The Finance Committee will consider such requests for funding at the Finance Committee meetings and will make funding recommendations to the City Council. The City Council will make final funding decision.

CF # _____

(Applicant)

**CITY OF EDWARDSVILLE
COMMERCIAL BUILDING FACADE PROGRAM
CHECK LIST**

Date Initials

- _____ _____ 1. HPC review and approved Certificate of Appropriateness (if Applicable)

- _____ _____ 2. Submit Application with attachments to the Community/Economic Director,
City Administration building

- _____ _____ 3. City Staff Review of Application. Comments on application are forwarded to the
City Facade Review and Finance Committee.

- _____ _____ 4. Facade Review Committee meeting
(Comprised of Mayor, Chair of Finance Committee & Historic)

- _____ _____ 5. Preservation Commission chair
 - a. Approved
 - b. Denied

- _____ _____ 6. Finance Committee meeting
 - a. Approved
 - b. Denied

- _____ _____ 7. City Council meeting
 - a. Approved
 - b. Denied

- _____ _____ 8. Approval Letter to Applicant

- _____ _____ 9. Project Completed

- _____ _____ 10. Owner request for reimbursement
Submit
 - a. Paid Invoices
 - b. Canceled Checks
 - c. Prevailing Wage Letter

- _____ _____ 11. City Inspection
 - a. Approve
 - b. Denied

- _____ _____ 12. A/P Check Prepared and Mailed
Check # _____

City Of Edwardsville
Commercial Building Façade Program
Application

Part A: General Applicant Information

1. Applicant: _____
2. Address of Applicant: _____
3. Phone Number: _____
4. Applicant is: _____ Property Owner and/or _____ Business Owner
(Check if both apply)
5. Address of Building To be Improved: _____
6. Amount of Reimbursement Requested: \$ _____
7. Total Project Cost: \$ _____

Part B: Description of Proposed Façade Improvement

1. Please provide a description of the scope of work to be done on this project:

Part C: Project Implementation Schedule

1. Please provide the following information for all activities that will occur on your façade improvement

Description of Activity	Cost	Name of Contractor	Starting & Ending Dates
-------------------------	------	--------------------	-------------------------

Part D: Certification by Applicant

The applicant certifies that all information contained in this application, including the documents and attachments, is true to the best of his/her knowledge and belief and is submitted for the purpose of obtaining financial assistance from the City of Edwardsville. I (We) also authorize the City of Edwardsville to obtain any information that may have a bearing on this application.

Name of business and/or Building: _____

Applicant: _____

Signature: _____

Signature of Building Owner
If Different from Applicant: _____

Title: _____

Phone: _____

Date: _____

Part E: Attachments

_____ **Exhibit 1:** Sketch, rendering or photo showing the facade as it presently Appears

_____ **Exhibit 2:** Sketch or rendering of proposed facade improvement

_____ **Exhibit 3:** Detailed contractor bids for proposed facade project

_____ **Exhibit 4:** Proof of ownership of building to be improved

**City of Edwardsville's
Commercial Building Façade Program
Design Guidelines**

Design guidelines provide everyone involved in the rehabilitation and design of building with a clear set of parameters. For property owners, guidelines help ensure that future design changes in the commercial district will enhance the value of existing property. And, for the community, guidelines increase the chances that the local history reflected in commercial building will be maintained for future generations.

The "Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings" have been used most often to determine if a rehabilitation project qualifies for certification as an historic structure and for the federal income tax credits authorized by the Tax Reform Act of 1986.

The Standards for Rehabilitation were devised to ensure that work affecting property would be consistent with the character of the building and the district in which it is located.

The Standards for Rehabilitation include:

1. Every reasonable effort shall be made to provide a compatible use for a property that requires minimal alteration of the building, structure or site.
2. The distinguishing original qualities or character of a building, structure or site should not be destroyed when possible. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible.
3. All buildings, structures and sites shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance shall be discouraged.
4. Changes, which may have taken place in the course of time, are evidence of the history and development of a building, structure or site. These changes may have acquired significance in their own right, and this significance shall be respected.
5. Distinctive stylistic features or examples of skilled craftsmanship that characterized a building, structure or site, should be treated with sensitivity.
6. Deteriorated architectural features should be repaired rather than replaced, wherever possible. In the event replacement is necessary the new material should match the material being replaced in composition, design color, texture and other visual qualities. Repair or replacement of missing architectural features should be based on pictorial evidence.
7. The surface cleaning of structures should be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials should not be undertaken.
8. Every reasonable effort should be made to protect and preserve resources affected by or adjacent to any project.
9. Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historic, architectural or cultural material and such design is compatible with the character of the property and neighborhood.

10. Wherever possible, new additions or alterations to structures should be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.