

2021 Façade Improvement Program

Summary and Program Description

The Oglesby Building Improvement Grant is part of an overall redevelopment program to improve the quality of life in the city by creating a safe, attractive, and well-maintained downtown area. The program is designed to assist property and business owners in rehabilitating the commercial façades of their properties for the purpose of creating a positive visual impact, stimulating private investment, improving the marketability of space within buildings, and to draw businesses, visitors and residents to the downtown area.

The Building Improvement Grant is a reimbursement program, which requires the building owner/applicant to submit paid bills for the approved expenses. The City will match 50 percent of the cost of approved expenditures, up to \$15,000. (Buildings with more than 75' linear feet of façade may receive up to \$25,000)

Funding for the program is provided by Tax Increment Financing Funds and is administered by the Oglesby City Council. Grants are dependent upon funds being available from Tax Increment Financing District No. 1.

Eligible Businesses

Businesses located in Tax Increment Financing District 1 along the Walnut Street (from Columbia Avenue to the Dry Bridge) and Columbia Avenue (from Second Street to the N. 800 Block) business corridors are eligible, provided they meet the following criteria:

1. Building owner must be party to the agreement if the applicant does not own the property.
2. Property must be located within one of the designated business zones, be zoned for commercial use and be currently used for a commercial purpose or actively marketed for rent or sale for a commercial purpose. Buildings used for storage, warehousing or housing are not included in this grant.
3. Property owner and/or applicant must be current with all utility, fees, fines and taxes.
4. Building owners agree to an inspection by the city Building Inspector, Engineer and Fire Chief, and agree to address any building, life safety, zoning and maintenance code violations before grant monies are released.

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Eligible Improvements

1. Façade improvements must be clearly visible from the public right-of-way, not restrict future use of the building and, if applicable, be approved by the Design Review Board. Examples of potential reimbursable expenses include: stucco, exterior painting, awnings, tuck-pointing, landscaping, permanent planters, masonry work, window and door replacements, decorative lighting, signage, and Americans With Disability Act improvements.
2. Permanent improvements include by way of example: life safety and accessibility code requirements, repair/replacement of roof, floors, structural walls or windows, repair/replacement of electrical and plumbing services. The grant reimbursement for permanent improvements may not exceed 50% of the amount approved for the façade grant. No grant funds will be available for permanent improvements, unless the permanent improvements are completed as part of a façade improvement project.
3. The maximum grant awarded by the City of Oglesby pursuant to the Oglesby Building Improvement Grant program cannot exceed \$15,000 for buildings with less than 75 linear feet of façade and the maximum grant cannot exceed \$25,000 for buildings with more than 75 linear feet of façade. Subject to these maximum grant amounts, the actual grant awarded to any applicant shall be calculated as follows:

The City of Oglesby will award an applicant a façade grant equal to 50% of the cost incurred by the applicant for façade improvements, subject to the maximum grant award of \$15,000 or \$25,000.

The City of Oglesby will award an applicant a grant for permanent improvements, equal to 50% cost of the applicant's permanent improvements, subject to the requirement that the grant for permanent improvements cannot exceed the total value of the façade improvements.

Professional fees (architectural, engineering, etc.) will be reimbursed up to \$1,000.

4. Examples of how the façade program will work assuming a \$15,000 maximum grant for a façade of 75 or fewer linear feet:

Example No. 1: *façade improvements total \$15,000; permanent improvements total \$10,000 (in addition to the \$15,000 façade repair); architectural and engineering fees total \$2,000.*

Total grant awarded \$13,500 consisting of façade \$7,500 (\$15,000 x 50%), permanent improvements \$5,000 (\$10,000 x 50%) and architectural and engineering fees \$1,000 (\$2,000 x 50%).

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Example No. 2: facade improvements total \$11,000; permanent improvements total \$15,000 (in addition to the \$10,000 facade improvements); architectural and engineering fees total \$2,000.

Total grant awarded: \$10,000 consisting of facade \$5,000 ($\$10,000 \times 50\%$), permanent improvements \$5,000 ($\$15,000 \times 50\%$; however permanent improvements capped at \$5,000 because total grant cannot exceed amount of facade improvements); architectural and engineering fees \$1,000.

Example No. 3: Building owner with a façade of more than 75' purchases new awning, paints exterior and replaces door for \$30,000 and repairs structural issue inside building for \$25,000 and incurs engineering costs of \$2,300.

Total grant awarded: \$25,000 consisting of façade \$15,000 ($\$30,000 \times 50\%$), permanent improvements \$10,000 ($\$25,000 \times 50\%$; however permanent improvements capped at \$10,000 because total grant cannot exceed maximum grant of \$25,000); engineering fees not eligible for reimbursement because grant total cannot exceed maximum grant of \$25,000.

Minimum Requirements

- Any outstanding utility, fees, fines and taxes owed to the city by the applicant or building owner are paid in full.
- Any code violations noted on the property have been corrected or will be corrected in the scope of work
- The project is consistent with the City's Comprehensive Plan and Zoning Ordinance
- The project has been approved by the Design Review Board
- The property owner agrees not to protest the Assessor's determination of property value for the properties for which the grant is requested
- If the applicant is not the owner, the owner agrees to be party to the agreement
- The applicant has applied for a building permit
- No improvements made prior to the approval of this application are eligible for reimbursement
- Reimbursable labor costs must be performed by a licensed contractor and done in compliance with the Illinois Prevailing Wage Act. The building owner agrees to indemnify and hold harmless the City from and violations of the Prevailing Wage Act or any and all other laws regarding such
- The city recommends that projects be completed using local (Illinois Valley area) contractors when possible. All contractors must be registered and in good standing with the City of Oglesby.
- The owner agrees to maintain the façade and not use the space for storage of materials or supplies unless such is not in the public view.
- The property must be actively marketed for rent or sale. The owner must provide information to the city's EDC for inclusion on a directory of available buildings and a for sale or for lease sign posted in the window with contact information. Owners agree to

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respond to inquiries from potential tenants and make the building available for showings.

- The building owner must provide proof of insurance on the building.

The Process

Application:

1. Complete the application and submit it, along with photos (5 x 7s or larger), plans or specifications and the application fee of \$200 to the Economic Development Coordinator, 110 E. Walnut St., Oglesby, IL. The fee is refundable if the project is not approved. The first round of applications will be due on December 1, 2019. Thereafter, applications can be submitted at any time provided funding is available.
2. Meet with the Economic Development Coordinator and/or Mayor to discuss the planned improvements.
3. Schedule Pre-application inspection by the City inspectors and/or Engineer and Fire Chief to note any Code deficiencies.
4. File for a Building Permit and review by the Design Review Board, if necessary. Design must be approved by the Design Review Board (if applicable) before construction bids are obtained.

Bids:

1. Participant must submit at least 2 bids to the EDC for the required work.
2. Prevailing Wages will apply, a signed affidavit is required.
3. Contractors must be approved by, and licensed with, the City of Oglesby.
4. The lowest bid will be the amount the grant will be based on. The applicant may choose to use the contractor with the higher bid, but the amount awarded will be based on the lowest bid.

Review:

1. Once all the paperwork is submitted, the project will be reviewed by the Oglesby Building Improvement Grant committee. The committee consists of 5 persons: the mayor; City Clerk/Economic Development Coordinator, the chairman of the Plan Commission, and two persons appointed by the Mayor. The committee will review the application and, if it meets the objectives of the grant, recommend the project for approval by the Council. In the event that more applications are received than funding allows, the committee will be charged with ranking the projects based on criteria established by the committee.

Agreement:

1. The City and applicant and building owner will enter into a written agreement before construction begins. The agreement will specify the conditions of the grant. The agreement will then go to the City Council for approval.

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Construction:

1. Construction can begin when a Building Permit has been issued and a written agreement has been signed by all parties. Periodic inspections will be made by the City Building Inspector during construction.
2. Improvements must be completed within six (6) months from the date of approval.

Payment:

1. Applicant must submit copies of contractor's bills and proof of payment.
2. Schedule a tour of the completed project with the City inspectors to ensure all work is complete and addresses all code deficiencies, including those noted in previous inspection.
3. Once these steps have been completed, payment will be placed on the next City Council Agenda for payment.

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APPLICATION

APPLICANT

Name of owner/tenant

Phone Number

Street Address

Email address

City, State, Zip

PROPERTY TO BE IMPROVED

Name of owner

Phone Number

Street Address

Email address

PROPOSED USE(S) OF THE BUILDING

Ground Floor _____ Upper Floors _____

Other Relevant Information About the Building _____

PROJECT AMOUNT/ GRANT FUNDS REQUESTED

Total Project Amount _____

Eligible Expenses _____

Amount Requested _____

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ADDITIONAL INFORMATION/DOCUMENTS REQUIRED:

1. Photos of façade and other exposed sides (5 x 7 or larger preferred)
2. Plans, drawings or specifications to determine scope of project
3. If applicant is not the owner, a signed statement making owner a party to this agreement.
4. Check for \$200 for application fee

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Written Agreement Between Parties:

Business Owner

I agree to the all requirements in the Oglesby Building improvement Grant.

City of Oglesby Representative