



# CITY OF EDGERTON

## DOWNTOWN EXTERIOR IMPROVEMENT GRANT POLICY AND APPLICATION

### **OBJECTIVE**

The purpose of the Downtown Exterior Improvement Grant is to provide financial assistance for a portion of costs associated with *exterior building improvement projects that contribute to the improvement and economic vitality of the Downtown TIF District.*

### **WHAT PROJECTS ARE ELIGIBLE?**

Signs and exterior building maintenance and rehabilitation projects, demolition, site preparation, or similar activities deemed necessary to stimulate development projects and preserve historic structures located within TIF District #10 in which the City's investment is no more than \$5,000 or 40% of the project costs.

### **WHAT PROJECTS ARE PRIORITIES?**

- Improvements to structures that improve that longevity of the structure that are utilized for commercial (including multifamily residential) or mixed used purposes. (Single family properties that are not part of a redevelopment project are not eligible.)
- Improvements to attract a commercial and multi-family land uses to the downtown.
- Improvements that further building code compliance such as building accessibility.
- Improvements to historic buildings.
- Improvements to buildings that are in prominent locations.
- Improvements to attract a land use that will improve the business mix in the downtown.

### **WHEN CAN I APPLY?**

Before the project begins.

## **WHAT DO I NEED TO APPLY?**

- Need to be either the owner or a tenant with a lease on the property.
- A description of the project.
- Bids for all project cost.
- The signature of the owner on the application.

## **WHAT WILL THE CITY CONSIDER WHEN DETERMINING IF A PROJECT QUALIFIES FOR A DOWNTOWN EXTERIOR IMPROVEMENT GRANT?**

- The impact on the downtown.
- The impact on the structure.
- How much of the project costs are for those priority items listed above.
- The overall project costs.
- The increase in assessed value from the improvements.
- The amount of investment the applicant has in the project.
- The extent of the modifications proposed to the façade. Exterior alterations, including painting, require approval of the Historic Commission. Extensive façade modifications may require the applicant meet with the City's architect.
- Number of grants awarded to property in the calendar year. A property may receive up to three grant awards for distinctly different projects in a calendar year. Additional awards require special Committee consideration.

## **HOW LONG DO I HAVE TO COMPLETE THE WORK?**

- One year from the time of the grant award.
- Request for a grant extension from the Redevelopment Authority (RDA) must be made prior to grant expiration.

## **WHEN DO I RECEIVE THE GRANT FUNDS?**

Upon issuance of an occupancy permit, if one is required, or upon completion of the project. Funding will not be released if the applicant has outstanding City charges.

NOTE: The RDA reserves the right to alter these policies at its discretion based on the merits of the project.



# CITY OF EDGERTON

## DOWNTOWN EXTERIOR IMPROVEMENT GRANT POLICY AND APPLICATION

Applicant Name \_\_\_\_\_

Business Name \_\_\_\_\_ Type of Business \_\_\_\_\_

Property Address \_\_\_\_\_

Applicant Address \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

Property Owner \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

1. Please describe the **business, or land use** if the application is not for a business.

---

---

---

2. Please describe the **proposed work** to be completed.

---

---

---

3. Describe why this project is important to the community and the downtown.

---

---

---



# CITY OF EDGERTON

## DOWNTOWN EXTERIOR IMPROVEMENT GRANT POLICY AND APPLICATION

4. What portion of the improvements being made will serve your specific business and what portion of the improvements being made would serve a future building user who has a different business? (For example, plumbing for a kitchen sink in a food establishment is an improvement for the benefit of a specific business. Construction of a better entrance to improve handicapped accessibility will serve a future building user.)

Total Project Cost \$ \_\_\_\_\_

Cost of improvements made to serve my business \$ \_\_\_\_\_

Cost of improvements made to serve a future building user \$ \_\_\_\_\_

### 5. Project costs

Plumbing \$ \_\_\_\_\_

Finishing unfinished space \$ \_\_\_\_\_

(such as new apartment)

Electrical \$ \_\_\_\_\_

Professional Services \$ \_\_\_\_\_

HVAC \$ \_\_\_\_\_

Other \$ \_\_\_\_\_

Restrooms \$ \_\_\_\_\_

Total Estimated Cost \$ \_\_\_\_\_

Maximum Grant Request = Project costs x 0.40 = \_\_\_\_\_

(Maximum grant request cannot exceed \$3,000)

(Please include copies of bids)

By signing below, the applicant certifies that all the information in this application and all information furnished in support of this application is true and complete to the best of the applicant's knowledge and belief. Signing this application also verifies that the improvements proposed by this application will adhere to the approved plans, applicable building codes and the City's *Downtown Design Guidelines*. Modifications to the approved plans must be approved by the RDA prior to work commencing. By signing the application, the applicant agrees to display a grant poster in a location visible to the public for the six months following a grant award.

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_

Owner Signature \_\_\_\_\_

Date \_\_\_\_\_

