

City of Stevens Point



Façade Improvement Grant Program

Tax Increment Finance (TIF) District VI – Downtown

Façade Improvement Grant Program – TIF District VI (6)

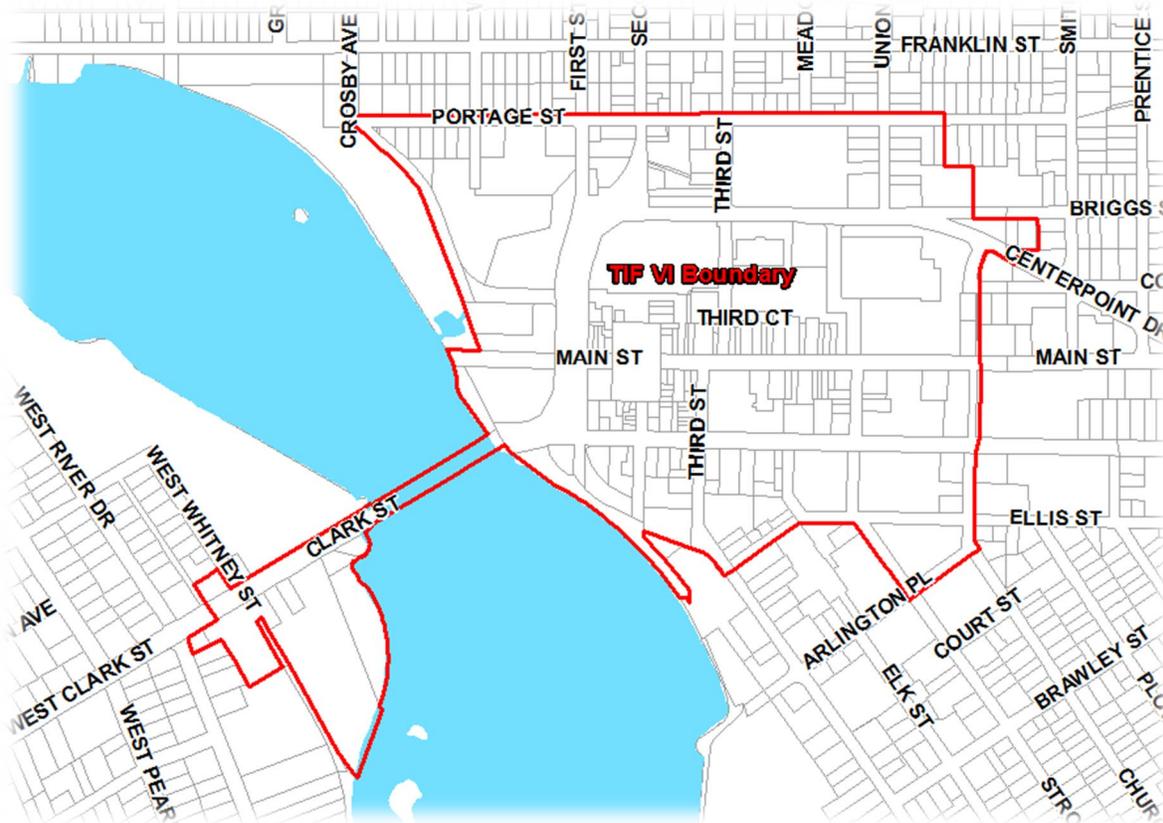
The City of Stevens Point Historical Preservation / Design Review Commission (HP/DRC) is responsible for administering a “Downtown Façade Improvement Grant Program,” intended to stimulate improvements to the exterior of downtown commercial or mixed-use buildings.

Purpose

The Façade Improvement Grant Program is funded to stimulate building improvements while being mindful of the historical significance and uniqueness of the downtown structures.

Eligible Properties

Owners and/or tenants of existing buildings within the downtown Tax Increment Finance District VI, see map below. Tenant applications are required to submit written evidence of building owner approval with the application.



Ineligible Properties

- Any property owned by a unit of government (federal, state, county, local, etc.);
- Property owned by religious groups or by a nonprofit organizations on which real estate taxes are not being paid;
- Properties that have any delinquent payments due to the City, such as bills, charges, or taxes.

Eligible Activities

- Restoration and rehabilitation of your building’s exterior wall(s) that are viewable from a public street (alleys are not included). Examples include (list is not all inclusive):
 - Storefronts
 - Signage *
 - Doors and windows *
 - Wall treatments (painting, acid washes, etc.)
 - Details (light fixtures, awnings, etc.) *
- Building additions that meet local building codes and zoning requirements and the principles and guidelines of the Program.

* Costs associated with these improvements may only be considered for matching grant funds if they are part of an overall building improvement project or restoration project. For example, replacing your awning, signage, or windows that are not historically relevant does not meet the intent of the program and will not qualify for matching grant funds. The Commission reserves the right to approve these improvements for projects that restore the historical integrity of the building.

Ineligible Activities

- Interior improvements, fixtures and furnishings, or roof repair, not visible from the street;
- Removal of architecturally significant features;
- Purchase of property;
- Inventory or operating capital;
- Any activity completed prior to receiving final approval of grant funds;
- Properties exclusively used as residences.

Historic Buildings

All structural and decorative elements should be repaired or replaced to match or be compatible with the original materials and design of the building to the greatest extent possible. Buildings that are an integral element of a historic streetscape should reflect and complement the character of the surrounding area to the greatest extent possible.

“Buy Local”

Whenever possible, applicants are strongly encouraged to use local contractors to complete all tasks associated with their renovation. This will not only help garner support to continue this program, but more importantly help boost our local economy.

Award Reimbursement

Reimbursement shall be limited to no more than 40% of the total cost of eligible improvements. No single City reimbursement shall exceed thirty thousand dollars (\$30,000), unless it is approved by the Common Council. All

necessary government approvals, building permits, and taxes are not eligible for reimbursement. Projects approved for matching grant assistance will be required to submit a written request to release the funds upon completion of the entire project. Copies of all invoices and receipts related to the façade improvements must accompany the request for release of funding. Invoices and receipts shall clearly explain the related work (i.e. \$ for square feet of brick cleaning).

The Historic Preservation / Design Review Commission (HP/DRC) reserves the right to refuse reimbursement in whole or part for work that:

- Does not conform to the program design guidelines.
- Do not conform to the proposal submitted with your application and authorized by the HP/DRC.
- Are not completed within 1 year from the date the project was approved for funding.

How to Apply

To be considered for matching grant assistance, please complete the attached “Downtown Façade Improvement Program Application” and deliver to the Community Development Department at 1515 Strongs Avenue, Stevens Point, WI 54481. Only applications that contain all required information will be considered for funding.

All complete applications for Façade Improvement Matching Grant assistance will be reviewed by the Historic Preservation / Design Review Commission (HP/DRC) to determine the project’s compliance with the specific standards contained within this Program Description as well as with other components of the Downtown Design Guidelines.

The HP/DRC will review a complete application within approximately 30 days of receipt. The HP/DRC will review the applications to ensure eligibility, and compliance with the Historic Design Guidelines, and Façade Improvement Grant Program requirements. Applicants are invited to attend the public HP/DRC meeting where review will occur. Following their review, the HP/DRC will notify the applicant(s) of their decision to approve or deny the request.

If your request for financial assistance is approved, you will receive a written notice of the HP/DRC’s decision detailing the amount of funding approved, any terms and/or conditions of the approval, as well as how the funds will be released. City staff will draft a façade contract, outlining the grant details that shall be executed between both parties before the project can begin.

Ranking Order of Applicants

Generally, projects having the greatest aesthetic impact will be given first priority. Priority will also be given to the following:

1. Projects that will encourage other restoration or redevelopment within the downtown TIF District area.
2. Buildings where an immediate renovation will stop serious deterioration of the building’s façade.
3. Projects that improve the architectural integrity of the building and restore the historic architecture.
4. Buildings where historic or architecturally significant features contributing to the building’s character are in danger of being lost due to disrepair.

5. Vacant properties where façade improvements would help to improve the overall appearance.
6. Projects that demonstrate collaboration and will help to attract people.
7. Projects that will result in significant new investment and creation of jobs.
8. Projects that incorporate mixed uses or multiple tenants.

Application Deadline

Complete the attached application and return to the Community Development Department. The application period is open until funds are extinguished. Thereafter, review and ranking of applications will occur by the City's Historic Preservation Design Review Commission. See the program description for a list of ranking criteria. You are encourage to contact the Community Development office to ensure eligibility and funding availability before you apply. Only complete applications that contain all required information will be considered.

Contact

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