



Downtown Façade Grant Application

Contact: Ted Haeder • Greater Huron Develop Corporation
 1705 Dakota Avenue S, Huron SD 57350 • 605.352.0363

APPLICANT CONTACT PERSON

Name:
Phone:
Referred by:

FOR OFFICE USE ONLY

Application Date:
Review Date: Amount:
Notification:

PROPERTY OWNER INFORMATION

Name:	Years Owned:
Address:	Phone:
City: State:	Zip:
Type of Ownership:	Owner's Signature if Tenant Application:

PROPERTY APPLICANT INFORMATION IF DIFFERENT THAN OWNER

Name:	Years Open:
Address:	Phone:
City: State:	Zip:
Type of Ownership:	Partners:

BUSINESS AND / OR PROJECT INFORMATION

Name of Business:	Business / Project Owner's Name:
Address:	Phone:
City: State:	Zip:
Type of Business:	Upper floor use:

PROPOSED IMPROVEMENTS

Storefront Improvements:
Upper Façade Improvements:
Other Improvements:
Estimated Cost of Eligible Improvements: Grant Amount Requested:

Estimate Start Date of Project: _____

Estimated Date of Project Completion: _____



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Additional Description of Work (*attach design plans if applicable*):

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Check appropriate box:

- I own the property in consideration I lease or rent the property in consideration

I have read the Downtown Façade Grant Program and Guidelines. I understand that if the proposal is approved, I will make the above improvements to the property within the specified time allowed.

APPLICANT'S SIGNATURE:

DATE:



.....

This Section for Office Use Only: _____

Submittals:

- | | |
|----------------------------------------------------------------|-------------------------------------------------|
| <input type="checkbox"/> Photos | <input type="checkbox"/> Color samples |
| <input type="checkbox"/> Cost Estimates | <input type="checkbox"/> Material samples |
| <input type="checkbox"/> Design Plans (<i>if applicable</i>) | <input type="checkbox"/> Additional Information |
| <input type="checkbox"/> Quotes for completion | |

General Criteria of the Program

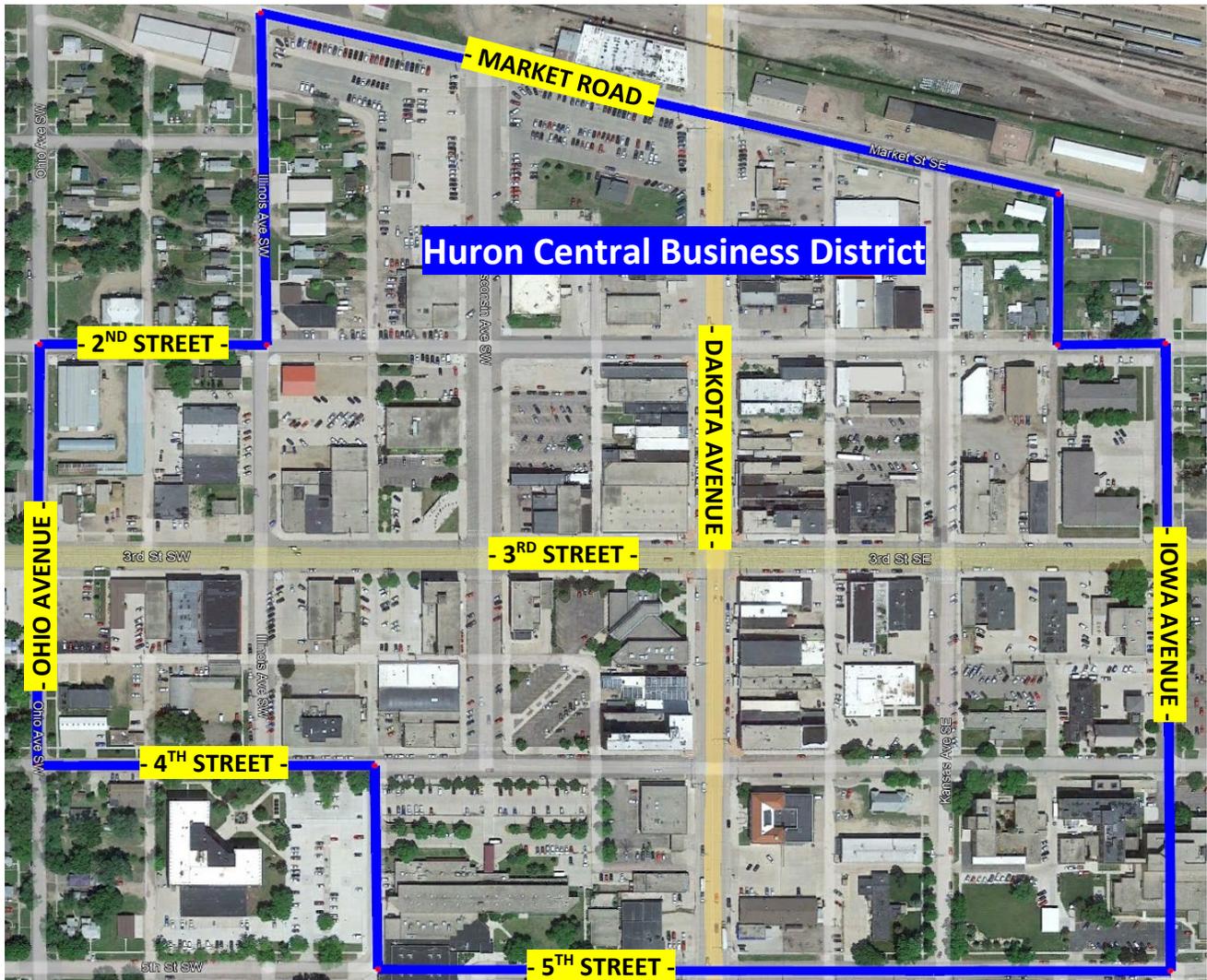
Façade improvement grants will be available for properties located within the established Central Business District, subject to the availability of funding. Governmental agencies, religious organizations, and tax-exempt properties are not eligible for grant funding.

Examples of façade improvements include, but are not limited to, the following: awnings, paint, windows, doors, and brick/masonry. Ineligible projects include, but are not limited to, the following: roof repairs, signage, and sidewalks.

Only one award will be allowed per property per year. Tenants may qualify for grant funding with the written consent of the owner of the building. Properties which are awarded multiple awards over several years may receive a reduced award based on amount of previous awards, completion and quality of work performed on previous awards.

Plans for rehabilitation of structures should respect the architectural integrity of the entire building and the neighboring streetscape. Façade grants are not intended for buildings in obvious disrepair and neglect. For these properties, the applicant must present a proposal for the entire building's rehabilitation that will bring the property into occupiable condition.

The Façade Grant Review Committee and Greater Huron Development Corporation will not be a party in negotiations between the applicant and contractors employed by the applicant. The applicant agrees to hold the aforementioned harmless of any defects in workmanship, liability, damages, or other costs relative to the project.



Goals of the Program

The goal of the Façade Grant Program is to encourage the revitalization of building facades and to improve the aesthetics of the City's Central Business District with grant assistance through Greater Huron Development Corporation, the City of Huron, and the Huron Community Foundation. In addition to preserving the building facades, the intent of the program is to:

- Provide an incentive to return properties to a state of utility, through repair or alteration, which makes possible an efficient, contemporary use while preserving those portions which are significant to its historic architecture
- Maintain a quality image consistent with the character of the surrounding area
- Encourage the use of historic and architecturally significant commercial buildings in a manner that would continue to draw the public to the downtown
- Increase the investment in downtown and raise property values for tenants and owners
- Eliminate blighting influences and prevent deterioration of commercial properties in the Downtown Business District
- Conserve important existing building stock.

Award Reimbursement

Reimbursement shall be limited to no more than 50% of the total cost of eligible improvements, not to exceed \$7,500 per building. Building permits, and taxes are not eligible items for reimbursement.

Projects involving minor improvements to a single 25' wide storefront are typically awarded a maximum of \$5,000, not to exceed 50% of the project.

Example Façade Grant:

- \$25,000 total project to include new windows, doors, and an awning
- \$7,500 grant approved: \$17,500 paid by the applicant with \$7,500 reimbursed through grant

Micro Façade Grants

Micro Façade Grants may be issued at the discretion of the Façade Grant Committee to applicants that indicate they do not have matching funds available. The Micro Façade Grant guidelines include:

- The maximum amount of a Micro Façade Grant is \$2,500 per building
- Grant funds must be used exclusively for materials only, with all labor provided by the applicant, volunteers, service organizations, or other sources of unpaid labor

Example Façade Micro Grant

- \$3,000 total project includes new \$2,000 door and \$1,000 of exterior paint
- \$2,500 grant approved: \$500 will be paid by the applicant with \$2,500 reimbursed through grant

Quality & Timeliness of Work

The Façade Grant Committee reserves the right to refuse reimbursements in whole or in part for work that:

- **Does not conform to the proposals submitted with an application**
- Is not commensurate with the workmanship and cost customary to the industry
- Is not completed within 180 days
- Grant may be subject to cancellation if not completed or significant progress hasn't been made by the completion date. **Request for extensions will be considered only if made in writing and progress towards completion has been demonstrated.**



Application Materials

Application packages must include enough documentation to delineate the visual impact of the project and its costs. Failure to provide required information will delay the review process. Items submitted should include:

- A completed application form
- Written consent from property owner giving permission to conduct façade improvements (when applicable)
- Color photographs of existing conditions
- Photographs of materials and colors to be used for improvement project
- Any other documentation necessary to illustrate the visual impact of the proposed project
- Submit quotes from licensed contractors for the proposed work. In lieu of quotes, an estimate may be submitted by the applicant when quotes are not readily available. These quotes or estimates must give detailed information about the work to be done, the costs, and the project completion schedule
- Owners or tenants may perform work on their own buildings; however, they will not be reimbursed for their time while acting as contractor and/or installing material. Material costs are reimbursable; however, documentation must be produced for the expense.

Program Guidelines

Staff will determine if the application package that is submitted is sufficiently complete to review, and will forward the application to the Façade Grant Committee.

The Façade Grant Committee meets monthly to review and score the applications. All applications are reviewed on a competitive basis. Applications are due on the last day of the month for consideration in the following month.

The application package will be reviewed by the Façade Grant Committee to determine whether the project should receive a grant and determine the amount of the award. In making the determination, the committee will consider the following factors and will score higher those projects that show additional efforts to meet the following criteria:

- Will the project foster the use of the ground-floor storefront space as retail-dining-service-entertainment space which encourages pedestrians to look inside through windows?
- Will the project preserve any original architectural features which remain?
- Will the project eliminate/correct previous remodeling which has covered up original architectural features?
- Will the improvements employ new materials in ways which don't obscure the building's original character (i.e. vinyl, wood, aluminum or stucco or other treatment placed over unpainted brick.)?
- Will the project improve the entire building frontage on the street?
- Will the materials used in the improvement have lasting durability?
- Will the project substantially leverage more property investments than the required matching amount of the grant?
- Will the grant result in an improvement that would not be made otherwise?
- Does the project comply with the Downtown Façade Grant Program's Design Guidelines?

A maximum grant amount and a maximum percentage of the eligible costs that will be covered by the grant will be determined for successful applicants, with the lesser of the two amounts paid out upon submission of contractor/vendor receipts and photographs of completed work.

