

HISTORIC LANDMARK COMMISSION

FACADE GRANT PROGRAM

The following highlights are what is outlined in the already approved Facade Improvement Grant which is managed by the **Historic Landmark Commission**.

Introduction

The Historic Mansfield Façade Grant Program seeks to preserve the City's cultural heritage through the restoration, rehabilitation and/or reconstruction of historic buildings. The program offers economic incentives to owners in the City's historic core to maintain and improve their buildings.

The grant program focuses on the visual improvement of the historic downtown through the repair and restoration of commercial storefronts on North Main Street. Grants will be considered for the historic buildings on Blocks 1 and 2 of the Original Town.

The grant is a single payment reimbursement to property owners on an 80/20 matching basis up to \$100,000 from City funds. Grants are available until total funds are depleted.

Eligible Properties and Owners

Applicants for the grant must meet the following criteria:

1. An applicant must be the property owner of a building on Block 1 or 2, Original Town of Mansfield, within the boundary shown on the attached map;
2. Only non-residential, commercial, retail or office buildings are eligible;
3. No application will be accepted for any project from a property owner who is in arrears in the payment of property taxes, special assessments, or other liabilities due the City;
4. Property must have an active/current business status (a business in operation) OR that will be occupied by an owner-operated business within one hundred eighty (180) days of completion of the façade improvement;
5. Property owner must have insurance equal to or greater than the appraised value of the building based upon the Tarrant County Appraisal District most recent tax assessment; and
6. Property owners must have had no reported incidents involving the authority of the Police or Fire Departments in the most recent twelve (12) months prior to application submittal.



Eligible Improvements and Costs

1. Eligible façade improvements include all costs directly attributable to the improvements to the principal façade of a building. Examples of eligible façade improvements include: In order to utilize this program or its parameters for the district, the definition of principal façade will have to be amended to include the facades which front Smith Street.
 - Façade restoration;
 - Window, door or awning replacements;
 - Exterior painting; and
 - Other exterior storefront improvements including incidental improvements associated with achieving a completed project include: exterior cleaning, removal of old signs, awnings and other exterior clutter.
2. Additional improvements may be determined to be eligible on a case-by-case basis for those properties that:

- Have a rear facade which contains a primary entrance for the public;
- Have a non-principal façade which is visible from a major street; and
- Satisfy other determinations approved by the Commission.

3. Ineligible Improvements include, but are not necessarily limited to:

- New construction or additions;
- Interior improvements;
- Improvements completed or started prior to application approval for this program;
- Security systems, fire alarms/systems, structural upgrades, vinyl or aluminum siding;
- Removal of physical or visually architectural features of the building; and
- Paving, sidewalk repair or replacement.

Introduction

1. Minimum Improvement Standards. Applicants receiving a grant must have façade improvements that conform to the Secretary of the Interior's Standards for Rehabilitation, the Design Guidelines for Downtown Mansfield and all applicable city ordinances.
2. Maximum Grant. The grant is a single payment reimbursement on an 80/20 matching basis (80% City funds/20% property owner funds) with a maximum grant of \$100,000 from City funds unless the match is waived by the City Council.
3. City Permit and Approval. The applicant is required to obtain all required City permits and City approvals prior to the commencement of any work.
4. No Prior Obligations. Applicants must have all property (real and personal) taxes, utilities obligations and other obligations to the City paid in full at the time of application submission.
5. Inspection. City staff will inspect the project site for code compliance and will also inspect the work performed by the contractor, as required by State or local building codes and/or ordinances, at the completion of the project. These inspections will ensure compliance with all components of the grant program.
6. Grants per Applicant. A maximum of \$100,000 will be awarded under this program to an applicant each Fiscal Year (October 1 to September 30). Priority will be given to applicants who have not yet received a façade improvement grant.
7. Cost Evaluation. The Historic Preservation Officer ("HPO") and/or the Commission will examine the total cost of any proposed façade improvement to ensure that a grant is warranted.
8. Façade Maintenance. Grant recipients hereby agree to properly maintain the improvements for a period of five years from completion. Grant funds must be

replaced if the terms of the grant are not satisfied.

9. Code Compliance. The applicant, by submitting a grant application, represents that the construction described within the application will be used in a building which is in compliance with all codes and ordinances.

* The application process has the following parameters also included:

2. Documentation. Complete the Façade Improvement Grant Application and submit the following items:

- Scale drawing or photographs of proposed work;
- Final color samples and materials to be used; and
- At least three (3) contractor quotes.

3. Quotes. Quotes must meet the following requirements:

- All quotes must be current and dated no earlier than sixty (60) days prior to the application submission.
- Quotes must be submitted on the contractor's or project architect's letterhead and shall contain the contractor's name, address, and telephone number. • Quotes must be itemized in a manner that will allow the City staff to determine the quote components and authenticity of the quote. Any grant awarded is limited to the amount of the City's participation (80% match) based on the lowest responsible estimator's quote.
- If an applicant selects a contractor that is not the lowest responsible estimator, as determined in the City's sole discretion, the applicant is advised, and, by the submission of an application, hereby agrees that the City's participation shall not exceed 80% of the lowest responsible estimator's amount. All work above the lowest responsible estimator's amount will be assumed by the applicant.
- Self-contracted work may be reimbursed for legitimate expenses, excluding labor and the cost of previously acquired materials/equipment.

EXAMPLES FROM OTHER PROGRAMS

City of Roanoke

- ☐ Facade grant renovation can be used on an exterior portion of the building that is visible to the public
- ☐ Facade grant money cannot be used for interior renovations or roof repair.
- ☐ Can be used for the following:
 - ☐ Facade facelift: painting/trim work
 - ☐ Front porch addition/enhancement
 - ☐ Window boxes, decorative planters, gazebos, trellises, arches, fountains, landscaping improvements
 - ☐ Appropriate benches, porch swings, gliders, and rocking chairs for public use
 - ☐ Appropriate signage
- ☐ Applications are accepted on a rolling basis, however upon the start of application acceptance an initial three week period to accrue submissions is granted before formal review and approval for top priority applications.
- ☐ Grant application must include a recent price quote from either an architect or licensed contractor. Any costs incurred to obtain the quote will be the sole responsibility of the applicant.
- ☐ The program requires a minimum of 50% match from the applicant, with a grant maximum of \$5,000 per applicant.
- ☐ Payments of grant funds shall be reimbursed after work is satisfactorily completed. Copies of all invoices must be submitted to receive reimbursement.
- ☐ Any improvements shall become permanent fixtures of the building. Non-permanent items may not be removed by the business owner in the event of the closing or sale of the business without the expressed written consent of the City.

Georgetown Main Street Program

- ☐ Facade grants require a minimum of 50% match from the applicant, with a grant maximum of \$20,000 per applicant. Grants focus on:
 - ☐ Exterior work on storefronts,
 - ☐ Roof and foundation work,
 - ☐ Fire sprinklers and suppression systems, and
 - ☐ Removal of barriers to public accessibility on commercial buildings.
- ☐ Sign grants require a minimum of 50% match from the applicant, with a grant maximum of \$500 per applicant. Grants focus on:
 - ☐ Signboards,

- ☐ Projecting signs, and
- ☐ Pedestrian signage (includes signage attached to the building such as a window/door sign, hanging sign, and awning/canopy sign).
- ☐ All grant applications must include a drawing/graphic of the proposed work to be done. Color samples of all final paint selections and/or final fabric or sign color selections with the application to be first approved by the Historic and Architectural Review committee.
- ☐ All work must be completed within one (1) year from the date of grant approval, and the applicant must commence construction within ninety (90) days of approval.
- ☐ When the project has been satisfactorily completed and reviewed, the applicant shall provide copies of all paid invoices, including copies of credit card receipts and/or canceled checks, as well as digital photos of where the work was performed, in order to receive reimbursement.

To help the committee score grant applications they use the following scoring system:

Grant applications are scored based on:

Extended Hours	0-2 points
First Floor Usage	0-5 points
Occupy a vacant/underutilized structure	1-6 points
Sales Subject to Sales Tax	1-2 points
Capital Expenditures	1-5 points
Historic Preservation	1-4 points
Enhance Historic Significance	0-2 points
Location - On or Off the Square	0-4 points

Recommendations based on the score:

0-9 points	=	No funding recommendation
10-19 points	=	Grant recommendation up to \$10,000
20-30 points	=	Grant recommendation up to \$20,000

City of Abilene

- ☐ Facade grants require a minimum of 50% match from the applicant, with a grant maximum of \$10,000 per applicant. Eligible improvements include:
 - ☐ Restoration of architectural details in historically-contributing buildings,
 - ☐ Window replacement and window framing,
 - ☐ New signage, including monument, wall, and awning signage,
 - ☐ Lighting which illuminates signage, storefront window displays, and recessed areas of the building facade,
 - ☐ Awnings or canopies,
 - ☐ Curbing, irrigation, approved landscaping,
 - ☐ Cleaning, painting or re-siding of the building, and
 - ☐ Resurfacing and/or re-striping of parking visible from the street.
- ☐ Ineligible projects include roofing, structural changes, security systems, recreational equipment, interior improvements, furniture, professional fees, asbestos removal, and sweat equity.
- ☐ Eligible costs include Construction Costs, which are defined as the cost of materials and installation labor. All other associated costs are deemed excluded, including (but not exclusively): design, construction document preparation, bidding, sweat equity and construction financing.
- ☐ Matching funds may be in the form of other financial aid (grant or loan) received from other agencies and/or banks, but may not be "in kind."
- ☐ Applicants must be the owners of the property where the project will be performed.
- ☐ No applicant may receive grant funding on the same property within 5 years of being awarded a previous grant.
- ☐ In the event that an application is denied, the applicant may not reapply for the same project for one (1) year.
- ☐ Applicants have thirty (30) to begin work on improvements upon award, and the project must be complete within six (6) months.

City of Garland

The City of Garland uses the following scoring system to evaluate grant applications up to \$10k:

SCORING CRITERIA	SCORE
ECONOMIC IMPACT	0 - 20
a. Investment in major structural work to improve integrity/longevity of the building	
b. Investment to improve basic aesthetics of the building (repair/replacement of peeling paint, aging stucco, damaged signs/awnings, etc.)	
CHARACTER OF HISTORIC DISTRICT	0 - 20
a. Adhered to their design guidelines	
b. Proposed design contributes to existing overall character of Downtown	
HISTORIC INTEGRITY OF THE BUILDING	0 - 20
a. Restores a building to a previous, historically accurate representation; applies to all buildings, whether deemed individually historically significant or not	
b. Maintains Contributing status/historic significance of a structure by adhering to the Secretary of the Interior's Historic Preservation Standards	
VISUAL INTEREST	0 - 15
a. Preserves an existing iconic element of the building/Square	
b. Create a new architectural element or feature that improves the iconic profile of the building and contributes to the overall enhanced marketability of the district	
STRATEGIC CONSIDERATIONS	0 - 15
a. Property is of particular importance to implementing a catalyst area, economic development strategy, master plan, or other strategic initiative	
b. Partners with other businesses	
c. Project is a "target" business	
d. Promotes development of Garland arts and entertainment	
QUALITY OF APPLICATION	0 - 10
a. Overall design is of quality and professionally crafted	
b. Proposal is complete and realistic to accomplish as presented	
TOTAL SCORE	_____/100