

# DOWNTOWN RENOVATION GRANT PROGRAM

## CITY OF MACOMB, ILLINOIS

What does the program offer? The Downtown Renovation Grant Program offers financial incentives through a co-investment model for property owners in the designated downtown area to improve their buildings. Through Tax Increment Financing District Funds, the City is willing to support exterior façade improvements as well as major interior renovations. For exterior projects, the City will participate in 2/3 of eligible costs, up to \$20,000, for improving the exterior of downtown commercial buildings. For major interior residential renovations, the City will participate in 1/5 or up to \$20,000 of interior residential renovations that include major electrical and plumbing rehabilitation projects. Only improvements within a designated geographical area known as the Historic Courthouse Square District and also including two lots from Macomb's original TIF District (see map) will be eligible.

What is the definition of a project? For purposes of this grant program, eligible exterior improvements constitute separate projects from eligible interior improvements for the same building. However, a building with condominium ownership, such as ground floor and second floor separately owned, may be considered as separate projects, with each owner having separate eligibility.

Who is eligible? Any owner, or tenant with owner's permission, of any real estate tax paying building within the designated geographical area.

What are Applicants' Obligations? Applicant will need to obtain two or more qualified contractor bids, pay for their share of the project cost prior to City investment and have all work completed in a reasonable time frame. Please refer to grant guidelines for more detailed information regarding these requirements.

Who approves project applications? Completed applications will be reviewed by the Community Development Committee of the Council and, if in compliance with program guidelines, recommended for approval to the full Macomb City Council.

**When are applications due? Applications received between December 1<sup>st</sup> through March 1<sup>st</sup> prior to the commencement of the upcoming fiscal year shall be reviewed pursuant to the criteria as contained on page four of this pamphlet. Applications received on March 2<sup>nd</sup> or later of the next / current fiscal year shall be awarded on a first-come, first-served basis provided any funding remains.**

What steps should be followed to receive funds?

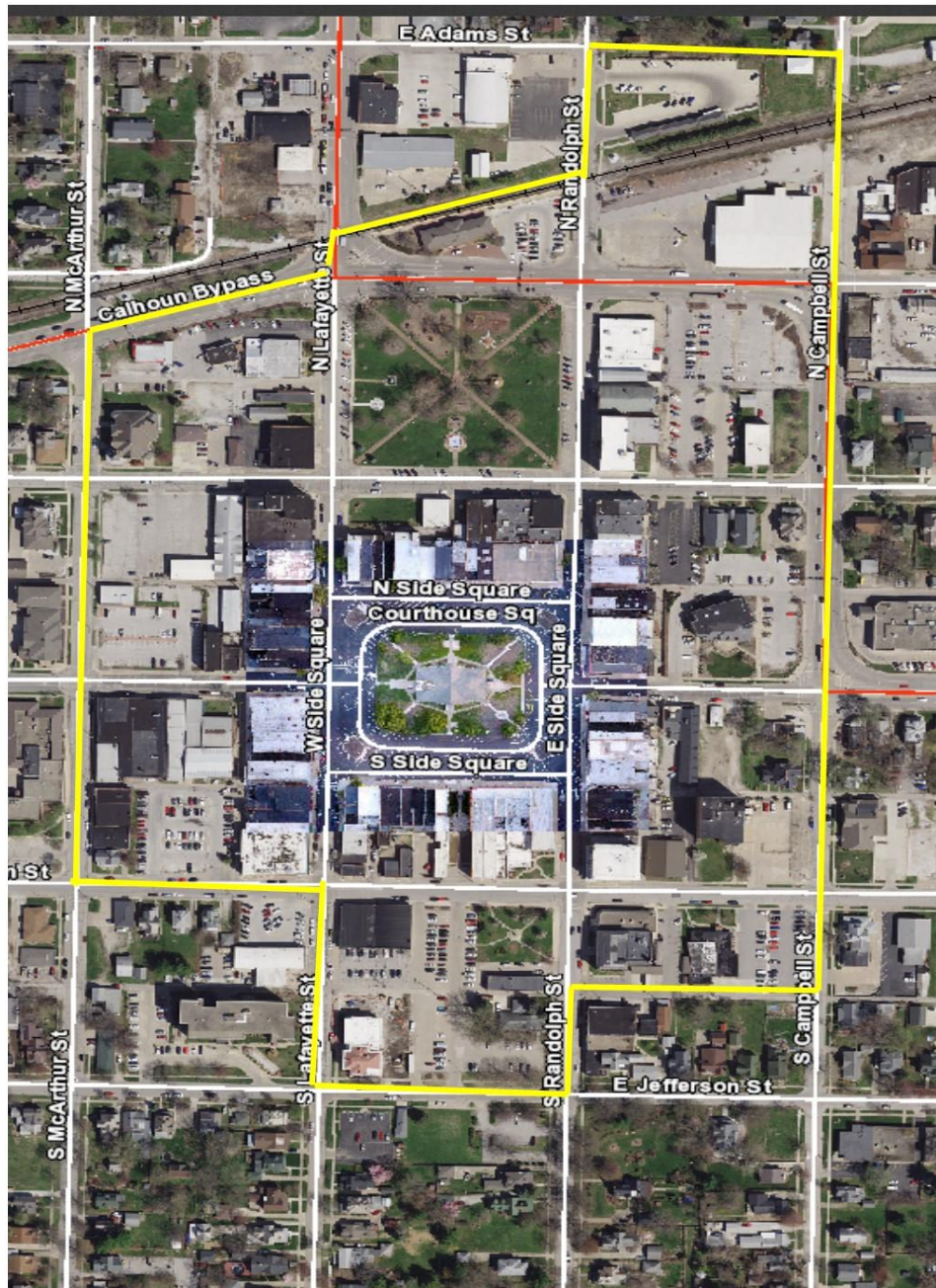
- Obtain program guidelines, and read through all of the requirements for the project to ensure your façade or interior renovation project meets the requirements.
- If after reading the downtown renovation grant program requirements you decide to apply, complete an application form as provided by the Downtown Development Director.
- If applicable, for exterior projects only, you may be required to apply for a Certificate of Appropriateness from the Macomb Historic Preservation Commission (exterior projects only).

How do I get more information? Program guidelines, design standards, and application forms are available at: City of Macomb, Office of Downtown Development, 232 East Jackson Street, Macomb, IL 61445, or by emailing or calling Downtown Development Director Kristin Terry at [kterry@cityofmacomb.com](mailto:kterry@cityofmacomb.com) or 309-575-3015.

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# DOWNTOWN RENOVATION GRANT PROGRAM

## BOUNDARY MAP



# DOWNTOWN RENOVATION GRANT PROGRAM

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## PROGRAM GUIDELINES

### ELIGIBILITY

- Property must be located within the boundaries of the designated area as indicated on the enclosed map.
- For exterior projects, only work performed on building facades or exposed sides or rears that serve as customer entries or are publicly visible will be eligible for funding. Additionally, all exterior projects must be performed in compliance with City of Macomb Downtown Rehabilitation Guidelines and all applicable City of Macomb code.
- Applicant must be owner of property or occupant/lessee of property with written consent of owner to participate in program; proof of ownership will be required.
- To be eligible to receive a grant, applicant must be current on any and all tax assessments.
- Exterior projects eligible: painting, exterior cleaning, window and/or door repairs or replacements, tuck pointing or brick replacement, addition or replacement of awnings or canopies, restoration of historic or architectural details, removal of inappropriate coverings or elements, exterior structural repairs, shutters, signage, etc. For exterior projects, only work performed on building facades or exposed sides or rears that serve as customer entries or are readily visible to the public will be eligible for funding. Sign-only projects will not be considered.
- Interior residential projects eligible: residential renovation projects that have at least one of the following will be eligible for funding: replacement of water and sewer service lines, extensive replacement of broken or corroded pipe, extensive replacement of old or unsafe electrical wiring, upgrading inadequate or unsafe electrical service sizes, and installation of fire sprinkler systems. Replacement of electrical and plumbing fixtures will not be eligible for funding.
- All applicants must obtain appropriate building permits and be in compliance with all City of Macomb code.
- New projects that have begun construction or renovation prior to the submission of a complete application will not be permitted to include any such construction value as part of the overall project.
- Changes to the project plan after City Council approves the Downtown Renovation grant that significantly or materially alter the scope of work or aesthetic quality of the renovation may be disqualified. To remain eligible such projects must submit changes to the City Council for prior approval.
- Buildings, (or sections thereof with individual addresses) receiving Downtown Renovation grants will be ineligible to receive another Downtown Renovation grant for three fiscal years. This ineligibility may be waived by the City for a fiscal year if there is little to no interest by other applicants.
- Applicant must submit a rendering of the project to be completed. The rendering should accurately represent the project.
- For exterior projects, City share of each project will be the lesser of the following: 2/3 of total eligible exterior project costs; or a maximum of \$20,000.

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- For interior projects, City share of each project will be the lesser of the following: 1/5 of total eligible interior residential renovation costs; or a maximum of \$20,000.
- Owner/applicant must spend at least their share (1/3 or 4/5) of project financing prior to City participation.
- Construction must commence and be completed within 365 days of City Council approval.
- City will conduct inspection of premises to document project completion prior to City disbursement of funds.
- Applicant must provide two or more bids from qualified contractors for all work to be performed at time of application. Single bids may be accepted with appropriate mitigating circumstances.
- The City will require applicant to produce invoices, bills, or statements accounting for the expenditure of municipal grant dollars.

### **APPLICATION REVIEW / CRITERIA PROCESS**

- Complete application, when reviewed, will be accepted and sent for review and recommendation to the Community Development Committee, and if applicable, the Historic Preservation Commission. The Community Development Committee will make recommendation for approval or disapproval to the City Council, which shall make final decision as to City funding of individual applications.
- Total estimated “turn around” time from completed application to final approval is 60 days.

### **Applications received will be reviewed and awarded by the following criteria:**

- Potential of project to reuse/redevelop presently vacant structure.
- Historical / architectural / economic significance of building.
- Project’s overall effect on appearance of structure visible from public areas and/or right of ways.
- Total value-added construction that the project will contribute.
- Impact of the proposed improvements to the appearance and structural integrity of the Downtown.
- Those properties that have not received Downtown Renovation Grant Program funding in the past will be prioritized over properties that have received Program funding in the past.
- The amount of money being requested, with smaller amounts being prioritized over larger amounts.
- Willingness of applicant to accept a lower percentage match from City of Macomb.