

# VILLAGE OF Niles Facade & Streetscape Improvement/Beautification Program **APPLICATION AND AGREEMENT**

The following includes the Façade & Streetscape Improvement Program Description, Grant Application and Agreement.

## VILLAGE OF NILES *Façade & Streetscape Improvement/Beautification Program Description*

The Village of Niles, in its continuing effort to support the development of the Business Districts, has created a Façade & Streetscape Improvement Program for all commercial business owners and operators within the community. The Façade & Streetscape Improvement Program will continue the process of creating a more inviting character for Niles. The following outlines the details of the Niles Façade & Streetscape Improvement Program.

### **What is a Façade & Streetscape Improvement/Beautification Program?**

The Village wishes to encourage and support building and business owner investment in the upgrade of their existing building storefront. The Façade & Streetscape Improvement Program is a process where the Village will provide a 50% matching grant to Niles business or building owners who construct eligible improvements to the facades and streetscapes of their buildings. The Village will match dollar-for-dollar an owner's investment in eligible improvements to the appearance of their building's storefront façade and streetscape up to a maximum amount of \$15,000. The building or business owner who has funded the majority of the improvements must apply for and be approved in order to receive the 50% matching grant. The following provides the program's criteria for eligibility and the approval process.

### **Eligible Properties and Applicants**

- All commercially operated buildings within the Niles Business Districts located in C-Zoning Districts which are located within a TIF (Tax Increment Financing) District, are eligible for the Façade & Streetscape Improvement/Beautification Program.
- Only one grant will be awarded per building within a five-year period.
- Only improvements to facades and streetscapes that directly front a public right-of-way are eligible for funding.
- Any building with a zoning or building code violation is not eligible for the program.
- Any commercial building owner, or business owner with building owner authorization, may apply for the grant.

### **Eligible Improvements**

The following improvements are eligible to receive funding through the program. Three of the eligible requirements must be incorporated into the overall improvements. A building or business owner who is undertaking an improvement project that includes a portion of the eligible improvements may apply for the matching grant, but only the improvements identified below will be eligible for funding.

### *Improvements Eligible for Façade Grant Funding*

- Exterior Doors and Storefront Windows
  - Streetscape Elements
  - Landscaping
  - Painting
  - Shutters and Awnings
  - Stairs, Porches, Railings
  - Wall Façade Repair & Treatment
  - Exterior Lighting
  - Roofs visible from the Street
  - Original Architectural Features repair or replacement
- Signage Repair or Replacement free standing pole or monument signs are not an eligible improvement. All requests for signage as part of the façade program are subject to further review
- Improvements for ADA compliance

### **Ineligible Projects**

The Façade & Streetscape Improvement/Beautification Program will not provide funds for working capital, debt refinancing, equipment/inventory acquisition, application fees, permit fees, legal fees, plumbing repair/improvements, HVAC repair/improvements, parking lot resurfacing, or interior remodeling.

### **Administration**

Any commercial building or business owner within Niles who wishes to apply for a façade and streetscape improvement Grant can obtain an application at the Village Hall. Applications for façade and streetscape improvement matching grants will be accepted on a first come first serve basis. Only completed applications that include all required submittal documents and information will be accepted. The Community Development Department will review the application for accuracy and will determine if it meets the requirements for funding. Those requirements for funding include:

- Adherence to the design guidelines of the Village of Niles
- Improvements are eligible under the provisions of the Façade & Streetscape Improvement/Beautification Program

After review, the application will be sent to Commission for Economic Development and Neighborhood Renewal for their consideration. All decisions by the Commission for Economic Development and Neighborhood Renewal regarding eligibility of an application are final. If the application receives Commission for Economic Development and Neighborhood Renewal approval, the applicant must enter into an agreement with the Village. The Façade & Streetscape Improvement/Beautification Grant Agreement stipulates that the improvements must be constructed within 180 days of approval. Matching grant funds will only be disseminated to the applicant once the construction of the approved improvements has been completed all receipts of full payment have been turned into the village of Niles and improvements have been inspected by the Village Community Development Department. Matching grant funds will be disseminated to the applicant within 45 days of a passing inspection. If grant funding for a current funding cycle is completely distributed, applicants may be placed on a waiting list to be considered for a grant when funds become available.

**Review of Proposals**

Every project will be evaluated for the value of its aesthetic improvement to the Village of Niles, extent/scope of work proposed, and its potential economic impact on the Village.

The staff review will consider the following aspects for its proposal review:

1. Analysis of Proposal
  - a. Aesthetic Improvement Value
    - i. Improvement in overall appearance
    - ii. Impact on block and Village
  - b. Extent/Scope of Work Proposed
    - i. Amount of construction to be conducted
    - ii. Adherence to the Niles 2030 Comprehensive Plan
  - c. Potential Economic Impact
    - i. Anticipated increase in assessed value
    - ii. Use of building following the project
      1. Ways it will contribute to the economic vitality of the community.
      2. How use is compatible with and/or compliments mix of existing Niles uses.

**Questions**

A grant application and submittal requirements are included with this packet. If you have further questions regarding the Facade & Streetscape Improvement/Beautification Program, the Village of Niles can be reached at (ph).847.588.8042, [rjw@vniles.com](mailto:rjw@vniles.com), or by mail at 1000 Civic Center Drive, Niles, IL 60714.

**VILLAGE OF NILES**  
***Façade & Streetscape Improvement/Beautification***  
***Application***

*Please completely fill out this application and return it to the Village of Niles with the items listed in the checklist on page 2.*

<b>Applicant Information</b>	Name	Phone
	Mailing Address	Fax
	Email	Federal Tax ID#

<b>Property Information</b>	Address for building for which grant is sought:	
	Property Identification Number(s)	Phone

***Proposed Improvement(s) - Check all that apply***

- Exterior Doors/store front windows
- Streetscape Elements
- Landscaping
- Painting
- Shutters and Awnings
- Stairs, Porches, Railings
- Wall Façade Repair & Treatment
- Exterior Lighting
- Roofs visible from the Street
- Original Architectural Features repair or replacement
- Signage Repair or Replacement (does not include freestanding monument or pole signs)
- Other proposed façade improvements (please specify)

***Please describe the scope of the proposed project below (include a summary of the building's current condition, areas to be improved and how, as well as any proposed materials or colors)***

***The following items must be submitted with the Façade Grant Application:***

- Completed and signed Niles Façade & Streetscape Grant Application
- Current photographs of the property to be improved (entire façade and details)
- Historical photograph of the property to be improved (if available)
- Drawings of proposed improvements (drawings do not have to be architectural renderings, but should be to scale so that the Village can understand the proposed project).

Color and material samples if relevant (material specifications supplied by manufacturer)  
Preliminary estimate of cost.

I agree to comply with the guidelines and standards of the Village of Niles Façade & Streetscape Improvement Program and I understand that this is a voluntary program, under which the Village has the right to approve or deny any project or proposal or portions thereof.

Applicant(s) Signature \_\_\_\_\_ Date

Building Owner's Signature \_\_\_\_\_ Date  
(if separate from applicant)

## **VILLAGE OF NILES** ***Façade & Streetscape Improvement/Beautification*** ***Agreement***

**THIS AGREEMENT**, entered into this \_\_\_\_\_ day of \_\_\_\_\_, between the Village of Niles, Illinois (hereinafter referred to as "VILLAGE") and the following designated OWNER/LESSEE, to witness:

Owner Name: \_\_\_\_\_

Lessee's Name: \_\_\_\_\_

Name of Business: \_\_\_\_\_

Tax ID#/Social Security#: \_\_\_\_\_

Address of Property to be improved: \_\_\_\_\_

PIN Number(s): \_\_\_\_\_

### **WITNESSETH:**

**WHEREAS**, the Village of Niles has established a Façade & Streetscape Improvement/Beautification Program for application within the community; and

**WHEREAS**, said Façade & Streetscape Improvement/Beautification Program is administered by the VILLAGE and is funded by the general fund for the purposes of controlling and preventing blight and deterioration with the community; and

**WHEREAS**, pursuant to the Façade & Streetscape Improvement/Beautification Program, the Village has agreed to participate, subject to its sole discretion, 1) in reimbursing owners/lessees for the cost of eligible exterior improvements to commercial establishments within the Community up to a maximum of one half (1/2) of the approved contract cost of such improvements and no more than \$15,000 and

**WHEREAS**, the OWNER/LESSEE desires to participate in the Façade Improvement /Beautification Program pursuant to the terms and provisions of this Agreement;

**NOW THEREFORE**, in consideration of the mutual covenants and agreements obtained herein, the VILLAGE and the OWNER/LESSEE do hereby agree as follows:

**SECTION 1**

With respect to the façade & streetscape improvements to the structural elevation fronting a public roadway and related improvements, the Village shall reimburse the OWNER/LESSEE for the cost of improvements to the OWNER/LESSEE'S property at the rate of fifty percent (50%) of such costs up to a maximum amount of \$15,000.

The actual total reimbursement amounts per this Agreement shall not exceed \$ \_\_\_\_\_ for façade improvements. The improvement costs, which are eligible for VILLAGE reimbursement, include all labor, materials, equipment, and other contract items necessary for the proper execution of the work as shown on the plans, design drawings, specifications, and estimates approved by the VILLAGE. Such plans, design drawings, specifications, and estimates are attached hereto as EXHIBIT A.

**SECTION 2**

No improvement work shall be undertaken until its design has been submitted to and approved by the VILLAGE. Following approval, the OWNER/LESSEE shall contract for the work and shall commence and complete all such work within one hundred eighty days (180) from the date of such approval. The OWNER/LESSEE may request a ninety-day (90) extension provided there is a demonstrated hardship.