

RESOLUTION NO. 2012- 08

A RESOLUTION ESTABLISHING A FAÇADE, SIGN AND SITE IMPROVEMENT GRANT ASSISTANCE PROGRAM IN THE TIF DISTRICT OF WINFIELD, ILLINOIS

WHEREAS, the Village of Winfield's Economic Development Task Force has made a recommendation to the Village Board that a Façade, Sign and Site Improvement Grant Assistance Program should be established; and

WHEREAS, the Village President and the Board of Trustees of the Village of find and hereby declare that it is in the best interest of the Village to establish such a program; and

WHEREAS, the Policies and Procedures that control the administration of the Façade, Sign and Site Improvement Grant Assistance Program are attached hereto as Exhibit 1 and made a part hereof;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF WINFIELD, DU PAGE COUNTY, ILLINOIS, AS FOLLOWS:

SECTION 1. The foregoing recitals of fact are incorporated by reference as though fully set forth herein.

SECTION 2. The Façade, Sign and Site Improvement Grant Assistance Program attached hereto as Exhibit 1 and made a part hereof shall be and is hereby established.

SECTION 3. The Façade, Sign and Site Improvement Grant Assistance Program shall be funded by ordinance passed by the Village President and Board of Trustees each budget year and may be discontinued by the Village President and Board of Trustees at any time, provided that any Grant funds that have been awarded shall be retained in the Grant program to be disbursed upon final completion and approval of the project.

SECTION 4. Any and all policies or resolutions of the Village of Winfield that conflict with the provisions of this resolution shall be and are hereby repealed to the extent of such conflict.

SECTION 5. This Resolution shall take effect from and after its passage and publication in the manner provided by law.

ROLL CALL:

AYES: ALEN, BASOR, HUGHES, OLSON, REYES

NAYS: NONE

ABSTAIN: NONE

ABSENT: SPANDE

APPROVED: *May 17, 2017*

PUBLISHED: *May 24, 2017*



Deborah Birutis, Village President

ATTEST:


Anne Mareachen, Village Clerk

EXHIBIT 1

TOWN CENTER TAX INCREMENT FINANCING (TIF) DISTRICT FACADE, SIGN AND SITE IMPROVEMENT GRANT PROGRAM

1. PURPOSE. The purpose of the Town Center TIF District Façade, Sign and Site Improvement Program (Program) is to provide financial assistance and encourage exterior site and facility improvements that improve the character and aesthetics of the District in keeping with Town Center design guidelines.

2. ELIGIBLE ESTABLISHMENTS. Applicants requesting funding under the Program must operate a commercial establishment located within the Town Center TIF District. If the applicant is a retail tenant, the building owner must provide written consent to the improvements with the application package.

3. FUNDING. The program is funded with revenues generated from the Village's Town Center TIF District. Applicants receiving funds will be required to provide a minimum of 50% of the total project costs of the improvements. Grants are limited to a maximum of \$4,000 per address per program year and are issued in the form of a reimbursement after eligible expenses are incurred. (All requests for grants above the \$4,000 limit must be approved by the Board of Trustees and are not covered under this Program. The Village Administration can provide details on applying for requests above the \$4,000 threshold).

4. ELIGIBLE IMPROVEMENTS. The Program is intended as a public/private partnership designed as an incentive to encourage businesses to create an enhanced, Town Center environment that complies with the Town Center Design Guidelines. All applications must meet this overall standard.

a. The following are examples of the types of improvements eligible for funding:

- Repair and replacement of building exteriors, including tuck pointing.
- Repair, replacement and installation of windows, doors, exterior lighting, awnings, canopies, commercial signs and other façade improvements that enhance the aesthetic character of the site or the structure.
- Landscape lighting and/or other decorative lighting.
- Installation of enclosures for trash and recycling dumpsters.

b. The following are examples of the types of improvements that may be eligible for funding in certain cases:

- Installation of roofs that are clearly visible from the ground level and also provide a visual, aesthetic enhancement of the building's exterior.

-- Landscaping that improves the general area's appearance.

-- Repair and replacement of sidewalks.

c. The following are examples the types of improvements that are ineligible for grants:

-- Work to address structural deficiencies.

-- Building and site maintenance costs.

-- Improvements to sewer or water main hookups.

-- Repair, replacement or installation of driveways and parking areas.

-- Installation of fire alarms and fire suppression systems.

-- Painting that is not specifically associated with an eligible improvement project.

5. APPLICATIONS, REVIEW and the APPROVAL PROCESS. The following guidelines and general information cover the grant application process, review of applications and the approval of applications.

a. The Village Administration is responsible for approving/disapproving all grant requests.

b. The Administration receives a specific funding amount under this Program, which runs in cycles. Applicants will be informed if available funding for the current grant cycle has been expended and; if so; will be afforded the option of having the application automatically reviewed when monies are provided for the next funding cycle. Applications are reviewed on a "first-come, first-served" basis,

c. Applicants may appeal a grant denial, if desired. The appeal will be forwarded to the Village's Economic Development Task Force for review; and, if denied at that level, to the Board of Trustees for a final decision.

d. Grants may be applied for by completing the attached Request Form and forwarding the form to the Community Development Coordinator.

e. Applicants will be notified by the Village Manager of grant approval or disapproval and, if approved, the process for receiving reimbursement. Receipts or other acceptable proof of payments made to vendors/contractors is required for reimbursement.

Village of Winfield

Application for Downtown Façade, Sign, and Site Improvement Grant

APPLICANT INFORMATION

Applicant's Name _____

Applicant's Address _____

Applicant's Telephone # _____

Applicant's E-mail Address _____

CHECK ONE OF THE FOLLOWING:

_____ Applicant is the owner of the subject property and is the signer of this application.

_____ Applicant is the contract purchaser of the subject property.

_____ Applicant is acting on behalf of the beneficiary of a trust.

_____ Applicant is a tenant on the subject property.

PROPERTY INFORMATION

Address of Subject Property/Properties _____

Parcel Identification Number of Subject Property/Properties _____

PROJECT INFORMATION

Brief description of the proposed work (attach additional sheets if necessary)

Estimated project costs _____

APPLICATION SUPPORTING DOCUMENTS

_____ Attach contractor proposals, quotes

_____ Attach architectural elevations, plans, site plans, etc. as appropriate

AFFIRMATION

I hereby affirm that I have full legal capacity to authorize the filing of this application and that all information, exhibits, and documents herewith submitted are true and correct to the best of my knowledge. I permit Village representatives to make all reasonable inspections and investigations of the subject property during the period of processing of this application. I understand that prior to approval of grant reimbursement I will be expected to have the project inspected and approved by the Village of Winfield.

Signature of Applicant

Date

State County