

City of Mt. Angel

Façade Improvement Grant Program Guidelines

I. Background

The Façade Improvement Grant Program is a matching grant program of the City of Mt. Angel and Marion County made available through a County Economic Development Grant. This program has allocated \$18,000 for qualified projects, which are to be awarded in a competitive process. To be considered for a grant award, the City is requiring proposals for façade improvements be submitted by 5:00 p.m. January 29, 2016. The amount awarded per business will be at the City's discretion. There is no cap to the amount that may be applied for.

II. Program Objectives

1. To improve the aesthetic appearance of the exterior façades of existing buildings and businesses in the Downtown Core Overlay District;
2. To restore the unique character of buildings in the district as much as practicable; and,
3. To encourage private investment in downtown properties and businesses.

III. Eligibility

1. Property owners of commercial buildings within the Downtown Core Overlay District.
2. Business owners or tenants of commercial buildings within the Downtown Core Overlay District with property owner consent.

IV. Eligible Improvements

Funds may be used for existing exterior façade improvements on commercial buildings in compliance with the Bavarian Theme Design and Sign Standards contained in the Mt. Angel Development Code Chapters 11, 15 and 16. For the purposes of this program, "façade" includes the exterior of any street facing building wall, but does not include interior, roofing, structural improvements, or other site improvements except as specified below. The types of eligible projects include:

1. Cleaning, preparation, and painting exterior walls and trim.
2. Repair, replacement, or installation of awnings, windows, trim, doors, gutters, downspouts, stone and brick, or other architectural details.
3. Removal, replacement, or repair of exterior wall, freestanding, or projecting signs and sign frames.
4. Repair or construction of entryways and sidewalks.
5. Repair, restoration, or installation of exterior masonry and siding materials.
6. Repair or replacement of exterior lighting attached to a building or illuminating a sign.
7. Removal of barriers to access for people with disabilities.
8. Other improvements as approved.

VI. Application Process

1. Applicants meet with City planning staff before submitting an application to ensure that proposed improvements are consistent with Chapters 11, 15, and 16 of the Mt. Angel Development Code and determine whether other permits are necessary.
2. Applicant completes a Grant Application and other Permit Applications (if necessary.)

3. Projects requiring Design Review as specified in Chapters 11, 15 and 16 of the Mt. Angel Development Code are required to complete this process in conjunction with grant approval.

VII. General Conditions

1. All projects shall conform to the design standards of Chapters 11, 15, and 16 of the Mt. Angel Development Code and other applicable regulations in the Mt. Angel Municipal Code.
2. Some projects will require Design Review approval prior in conjunction with review of a grant application.
3. Work may begin only after an application is approved. Any work completed prior to formal approval may not be eligible for grant reimbursement.
4. All construction contractors shall have a valid license in the State of Oregon.
5. Only projects utilizing a licensed contractor will be eligible for reimbursement of labor costs. Projects not completed by a licensed contractor are eligible for material costs only.
6. When applicable, applicants are responsible for obtaining all necessary permits (i.e., building, electrical) prior to conducting work.
7. Additional conditions may be included with the grant approval.

VIII. Review Criteria

1. Positive impact of the project on the aesthetic appearance of the building.
2. Positive impact of the project on the overall streetscape.
3. Preservation and enhancement of the architectural integrity of the building.

IX. Financing and Reimbursement Procedure

1. Grants will be awarded on a 1:1 matching basis.
2. Reimbursement will occur only after construction is complete and a city inspection has been conducted.
3. Upon project completion, city staff should be contacted to conduct a site inspection.
4. Detailed written invoice(s) or itemized receipts and proof of payment (i.e., cancelled checks) shall be provided with all reimbursement requests.
5. If a licensed contractor was not used, receipts for materials shall be provided. Only material costs will be reimbursed for projects that do not use a licensed contractor.
6. Funds will be dispersed within twenty (20) days following submittal and verification of all documentation.

X. Questions? For further information about the program contact:

Justin Hogue
Assistant to the City Manager/City Planner
503-845-9291
jhogue@ci.mt-angel.or.us