

FY 2011 COMMERCIAL RENOVATION PROGRAM I

The Commercial Renovation Program is an incentive program to promote exterior improvements to commercial properties located within the City of West Peoria's Tax Increment Financing (TIF) District. This program is intended to encourage owners and business tenants of existing properties to restore or renovate their building's storefronts, thereby improving the area's physical characteristics and enhancing the attractiveness of the commercial environment. This program is a matching-grant program whereby the City of West Peoria will cover 50% of total eligible project costs up to \$7,500.

Project Criteria and Eligibility

In order to be eligible for assistance through this program, the following conditions must be met:

- Total project costs must be between \$500 and \$15,000;
- Property may not have had any code violations within the past 2 years;
- Payment of property taxes must be current;
- Property must be zoned for commercial use;
- Projects must focus on the exterior façade of the building and be a visual improvement.

To be eligible for assistance for rear entrance improvements to a building, the project must also meet all of the following criteria:

- a) The building must have an existing rear entrance or a location for a new rear entrance that is accessible to the public from a dedicated public street, alley or other right of way, or from a parking lot or walkway that is owned or leased by the City or from other property that is encumbered by an easement granting public pedestrian access;
- b) The rear entrance must provide public access to a business or businesses within the building.

The list of eligible improvements includes, but is not limited to:

Exit Doors (exterior): Installation, repair, replacement of exit doors and hardware to provide public access, or where current doors do not meet the building or fire codes or it will improve the overall appearance of the building;

Painting: Painting of the exterior surface of building; can include murals or other forms of appropriate public art;

Fencing: Decorative fencing for pedestrian plazas or courtyards;

Gutters/Downspouts: Replacement or repair of gutters and downspouts;

Shutters or Awnings: Repair, replace, or addition of exterior shutters or awnings;

Signs: New, repair, replacement, or removal of exterior signage;

Stairs, Porches, Railings, Exits: Repair, replacement, or installation of exterior stairs, porches, railings, and exit facilities;

Walls: Repair or rebuilding of exterior walls, including cleanings (wall and/or brick), sealing, painting, etc;

Windows: Repair of frames, sills, replacement of glass, and installation of new windows;

Roofs: Repair and/or re-roofing where the effects of the repair will be visible from a public street or public parking lot;

Walkways: Restoration or replacement of deteriorated or hazardous sidewalks, pavers, plazas, or other permanent improvements designed primarily for pedestrian use;

Lighting: Repair, replacement, or installation of exterior building and sign lighting;

Landscaping: Limited to perennial plantings, such as trees and shrubs; construction of planter or window boxes permanently affixed to the building is included;

Removal of materials: Removal of any inappropriate or incompatible exterior finishes and materials.

Parking lot improvements on existing parking facilities for the property may be included as an element based upon the total exterior improvements.

The following list contains some items NOT eligible for assistance:

Building permits fees and related costs; Title reports;

Extermination of insects, rodents, vermin, and other pests;

Private sidewalk replacement or repair except as specified in the eligible improvements;

Refinancing of existing debt;

Air conditioning and/or heating facilities;

Plumbing; Sprinkler systems;

Building security systems;

Electrical wiring or service upgrade, except electrical work necessary to illuminate an eligible sign;

Elevator repair or installation;

Interior floor and/or ceiling replacement or repair;

Working capital for businesses;

General repair/maintenance work not contributing to the overall exterior impact of the building.

Funding

This program is a matching-grant program whereby the City of West Peoria will cover 50% of total eligible project costs up to \$7,500. Funds will be disbursed by a check payable to the applicant. Funds will not be disbursed for projects which are not in accordance with the application, its approved plan and original documentation of all expenses submitted and approved by the City. Projects must be presented to and reviewed by the Finance Committee and where the total eligible project costs are above \$6,000, projects must be ultimately approved by City Council.

Funding will be provided upon a post-completion basis only. City staff will make the final determination as to whether the project has been completed according to the application and its approved plans. Applicant must provide verification, satisfactory to the City's TIF District Administrator, of all project costs, including paid contractor invoices, contractors' affidavits and final mechanics' lien waivers from any and all contractors, subcontractors and/or suppliers, before grant funds can be disbursed. Applicant will be responsible for any costs equivalent to applicant's share of the costs or those beyond the approved amount, and must show proof of payment at or before payment by the City.