**Facade Program**



**Program Description**

The Facade Program is designed to assist owners of commercial properties within the T.I.F. District to improve the appearance of their properties. The facade funds have been made available through the Village of Arthur TIF and are administered by the city after approval by the Village Board of Trustees. Eligible building owners can receive up to $10,000 in grant money per building on a matching 50/50 basis (grant money/property owner). Additional funds may be approved by the Village Board of Trustees. Program funding may be limited and is dispersed on a first come first served basis.

**Eligibility**
***To be eligible for the program, and have expenses reimbursed at the end of the renovation process, a person must:***
1. Own a building within the T.I.F. District. If the owner is not the applicant, they must provide a letter of approval from the building owner giving the applicant permission to complete requested changes or updates.
2. Follow the application process as specified.
3. Have plans approved by the Village Board of Trustees
4. Complete the renovation process within the designated time frame, and complete all renovations as originally approved.

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***Allowable costs that will be reimbursed include (but are not limited to):***

* Door and Window repair or replacement
* Exterior Painting or Paint Removal
* Masonry repair or replacement
* Awnings installation
* Cornice Restoration
* Sign repair or replacement
* Exterior Lighting
* Storefront refurbishment
* Removal of false fronts
* Building permits, structural engineering and detailed design if necessary
* Other labor and Materials

**​Design Review**

All applications for proposed facade improvements will be reviewed by the Village Board of Trustees. The board reserves the right to approve or deny the proposed changes. Any work not approved as eligible by the committee will not be reimbursed.

**​Application Process**

Only completed application packages will be considered, and grants will be awarded on a first-come first-served basis, as funds are limited. Application packets are available at the Village of Arthur municipal office at 120 East Progress.

***Step One***
-Submit completed application to Village of Arthur at 120 East Progress.

***Step Two***
-The Village Board of Trustees will meet to review your application and if approved initiate a meeting with the property owner.

***Step Three***
If approved, the notification will include all aspects of the project that qualify for reimbursement through the program. Work must begin within 3 months of approval (unless otherwise approved by the board), and be completed within 12 months to be eligible. Applicant is responsible for obtaining required permits.

**​Completion & Reimbursement**

Upon completion of the project, the following documents are required:
1. A financial summary of total project expenses.
2. Copies of all invoices to be reviewed for reimbursement.
3. Waivers of lien from contractors.
4. Photographs of the completed improvements.

Funds will be dispersed only after verification that work has been completed in accordance with the agreement. The Village Board of Trustees reserves the right to withhold funding in the event that work is not completed according to the approved application.
​
Any work done prior to approval of application will not be refunded, unless specifically approved by the Village Board of Trustees.

The property and/or business owner shall be responsible for maintaining the facade without alteration for a minimum of three years unless approved by the Village Board of Trustees.

**​Details**
1. Money is dispersed as a matching grant on a 50/50 basis (grant funding/property owner funding) up to $10,000 per eligible building.
2. Routine maintenance work and owner provided labor will not be reimbursed.
3. Facade improvements prior to the establishment of this program are not eligible, unless specifically approved by the Village Board of Trustees.
4. Any disagreements with the terms of the program may be submitted in writing to the Village Board of Trustees.
5. Property owners are encouraged to use local craftsmen.
6. Facade improvement designs must be approved by the Village Board of Trustees. The facade shall keep with the overall aesthetics of the area, while trying to preserve as much of the overall historic value as possible.

FACADE IMPROVEMENT APPLICATION

Applicant Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Property Owner:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address of Improvements:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Business to Occupy Property:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Business Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total Project Cost:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Grant Amount Requested\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Owner\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Return completed application to:
Village of Arthur Board of Trustees
120 East Progress
Arthur, IL 61911

For office use only

Application Received \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Application Approved\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Work Commenced\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Work Completed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Invoices Submitted for Reimbursement \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Invoices Reviewed and Paid\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project Completed and Funds Disbursed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Checklist for Application Materials

T.I.F. fund applications should include two copies of the following information:

* 1. A letter indicating the amount of assistance requested through the facade

program.

* 2. A detailed description of the project (location, sq. ft., types of uses, etc.)
* 3. A business plan which should include:
	1. Project budget including sources and uses of all funds.
	2. Project timetable.
	3. Preliminary site plan or layout.
* 4. Copy of insurance coverage for project area.
* 5. Approved Building Permit (if applicable).

**Sample agreement for all TIF fund recipients

VILLAGE OF ARTHUR**

**STATE OF ILLINOIS**

**RESOLUTION # 20\_\_\_\_\_-**

**A RESOLUTION APPROVING THE TIF REQUEST FROM \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ AND**

 **ENTERING INTO AN AGREEMENT FOR THE FUNDS THEREOF**

**WHEREAS,** the Village of Arthur (“the Village”) is an Illinois non-home rule Municipal Corporation with the powers and authority granted to it pursuant to the provisions of the Village Code of Ordinances, the Illinois Constitution of 1970, and the Illinois Municipal Code, 65 ILCS 5/1-1-1, *et seq*.; and

**WHEREAS,** the Village pursuant to its authority under the Tax Increment Allocation Redevelopment Act, 65 ILCS 5/11-74.4, *et seq*. established the Arthur TIF #1 Redevelopment Plan and Project via Village of Arthur Ordinance #03-03A-14; and

**WHEREAS**, **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** has applied for TIF Funding in the amount of **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ($\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.00)** for a project located at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_; and

**WHEREAS**, the Village Board has reviewed the application from **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** and has determined that the project qualifies for TIF funding in the amount of **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ($\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.00)**; and

**WHEREAS**, **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**, shall sign the Agreement contained herein prior to receiving any TIF funds awarded herein.

**NOW THEREFORE BE IT RESOLVED** that the Village Board of Arthur, Illinois, at its regular meeting of **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**, 20\_\_\_\_\_\_ has determined that:

**Section 1**: The recitals hereinabove are hereby incorporated herein.

**Section 2**: The Village Comptroller is hereby authorized to disburse from the Village of Arthur TIF #1 the sum of **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ($\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.00)** to **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**, upon **E\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**,, execution of this Resolution:

**TIF GUARANTY AGREEMENT**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**, (referred to as “Grantee” after funding has been made) agrees that within the first Three (3) years of the completion of the TIF-funded project, the funded project will be considered in default if the Grantee:

1. Does not complete the project within Twelve (12) months following the execution of this Agreement;

2. Fails within Twelve (12) months to restore or rebuild the project to the original or improved condition that it was in at the time the project was completed utilizing the granted TIF funds, due to damage caused by, but not limited to: fire; earthquake; hail; rain; flooding, wind, and all other natural disasters, as well as damage by negligence and intentional damage;

3. Fails to maintain operations located on the property in accordance with Village codes and ordinances;

4. Files for bankruptcy or otherwise becomes insolvent;

5. Fails to make available annual verification that the real estate taxes for the subject property have been paid;

6. Becomes the subject of foreclosure proceedings;

7. Files any challenge, appeal, or similar action which seeks to reduce the equalized assessed value of the property.

In the event that Grantee sells the property, this contract shall be binding upon and inure to the benefit of the heirs, assigns, and successors in interest of the Grantee. Any successor to said Grantee shall be bound by the terms herein, with any repayment being prorated on a monthly basis from the date of said sale (I.E. sale in month 14 after TIF Funding, successor shall be responsible for 22 months/36 months of TIF funding repayment.)

Any project held in default will result in the Grantee refunding all of the TIF funds allocated to the project to be refunded to the Village of Arthur within Fourteen (14) days of any default.

The Grantee also hereby covenants and agrees to release the Village of Arthur, and all of its governing bodies’ members; officers; employees; and agents, including the independent contractors, consultants, and legal counsel, and employees thereof (“indemnified parties”). Grantee further agrees to indemnify and hold harmless the indemnified parties against any loss or damage to the property or any injury or death of any person, occurring at or about, or resulting from any defect in the proposed TIF funded project, or any other loss, cost expense, or penalty.

The Grantee hereby agrees to enter into the Agreement, attached hereto prior to receipt of any funds.

**Section 3:** The Clerk of the Village of Arthur shall certify to the adoption of this Resolution and shall cause it to be published in pamphlet form and this Resolution shall take effect upon its approval and publication in pamphlet form as so certified.

**Section 4:** If any section, paragraph, clause or provision of this Ordinance shall be held invalid, the invalidity thereof shall not affect any of the other provisions of this Ordinance. All existing ordinances of the Village of Arthur are hereby repealed insofar as they may be inconsistent with the provisions of this Ordinance.

**Section 5**: This Ordinance is made pursuant to the authority granted the Village per 65 ILCS 5/11-74.4.-4(m) *et. seq*.

**ADOPTED by the Village Board of Arthur, Illinois on \_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_\_\_\_\_\_\_,**

 **AYE NAY ABSENT ABSTAIN**

**President Randall: \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_**

**Trustee Bernius: \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_**

**Trustee Hillgenberg: \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_**

**Trustee Ray: \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_**

**Trustee Fleming: \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_**

**Trustee Tiffan: \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_**

**Trustee Miller: \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_**

**APPROVED BY ME THIS \_\_\_\_\_\_\_\_ DAY OF \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_\_\_\_\_\_\_,**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**ROD RANDALL, President**

**Village of Arthur**

 **Published in pamphlet form this ­­­­­\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_\_\_\_\_\_\_, under the authority of the President and Village Board of Trustees.**

**ATTEST: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**RHONDA RHODES, Village Clerk**

**Village of ARTHUR**

 **Recorded in the Village Records on the \_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_\_\_\_\_\_\_,**

**GRANTEE**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**DATED: \_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_/20\_\_\_\_\_\_\_ DATED: \_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_/20\_\_\_\_\_\_\_**