

**VILLAGE OF NEW GLARUS
COMMUNITY DEVELOPMENT AUTHORITY (CDA)
REMOTE MEETING**

Remote Meeting Link: <https://us02web.zoom.us/j/89782241824>

March 27, 2023

6:30 p.m.

1. Call to Order
2. Approval of Agenda
3. Consideration/Discussion: Façade Improvement Program – discussion on possible amendment to program guidelines to allow applicant to complete work
4. Adjourn

Greg Thoenke - Chairman
New Glarus Community Development Authority

POSTED: N.G. Village Hall 3/24/23
 N.G. Post Office 3/24/23
 Bank of New Glarus 3/24/23

Deanna Young,
Deputy Clerk

PURSUANT TO APPLICABLE LAW, NOTICE IS HEREBY GIVEN THAT A QUORUM OR A MAJORITY OF THE NEW GLARUS VILLAGE BOARD OF TRUSTEES MAY ATTEND THIS MEETING. INFORMATION PRESENTED AT THIS MEETING MAY HELP FORM THE RATIONALE BEHIND FUTURE ACTIONS THAT MAY BE TAKEN BY THE NEW GLARUS VILLAGE BOARD.

PERSONS REQUIRING ADDITIONAL SERVICES TO PARTICIPATE IN A PUBLIC MEETING MAY CONTACT THE VILLAGE CLERK FOR ASSISTANCE AT 527-2510.



Village of New Glarus

319 Second Street • PO Box 399 • New Glarus, WI 53574 • 608-527-2510 • www.newglarusvillage.com

Façade Improvement Grant Program Guidelines

Façade Improvement Grant Program Purpose

The purpose of the Façade Improvement Grant Program is to provide financial assistance for a portion of costs associated with publicly visible exterior building improvement projects that contribute to the visual appeal and viability of income-producing properties in downtown New Glarus. Attractive building facades and properties support and encourage local business and can have a significant effect on the attractiveness and marketability of the surrounding area. To encourage business owners and tenants to reinvest in the downtown area, the Village of New Glarus offers financial incentives, through small matching grants, to assist in the exterior improvement of these properties.

The eligible Façade Improvement Grant area is more specifically defined as the parcels and building within or immediately adjacent to the boundaries of Tax Increment District No. 4 (TID #4) (See attached map).

Whenever possible, applicants are strongly encouraged to use local contractors and financial institutions to complete all task associated with their property renovation.

Applicant Eligibility Requirements

Property owners of commercial/mixed-use structures (including multifamily residential) and building tenants, located within the defined downtown area, are eligible to request funding. The property owner must approve of the project if a tenant is the applicant. Buildings used exclusively as single-family or duplex residences, regardless of owner or renter occupancy, are ineligible for funding. Governmental entities, religious institutions, non-profits, and public/quasi-public authorities are also ineligible for Façade Improvement Grant funding. Members of the Village Board, Community Development Authority, or any other official, employee, or agent of the Village of New Glarus, who exercises decision-making functions or responsibilities in connection with the implementation of this program are ineligible to participate in this program nor shall participate in the decision for grant applications for their business or family member business.

Grant Amounts and Bidding Requirement

The Façade Improvement Grant program has an initial allocation of \$20,000. Grants may be provided in an amount not to exceed fifty percent (50%) of the total project cost, or a maximum award of \$5,000 per property for eligible exterior improvements. Alternative amounts may be approved by the Village Board on a case-by-case basis. The applicant/owner/tenant must document their matching fifty percent (50%) financial contribution with non-Village or non-Community Development Authority (CDA) funds. Total grant funding for any single property may not exceed two (2) grants within any four (4) year period. Applicants shall obtain and submit at least two (2) written bids or cost estimates for eligible project expenses from different contractors, or provide the CDA with a detailed, written explanation as to why it is not feasible to meet this requirement.

Eligible Expenses

Eligible exterior/façade improvements include, but are not limited to, the following:

- Façade restoration, including documented historic elements
- Landscaping
- Masonry repair, tuck-pointing, and cleaning
- Exterior painting
- Doors and entrances
- Code compliant signage
- Code compliant awnings
- Exterior lighting
- Window repair or replacement
- Professional installation and labor costs related to exterior projects

Ineligible Expenses

As this program is primarily intended to maintain the historic and Swiss look and feel of the existing building stock in the downtown area, the following expenses are not eligible under this grant program:

- New building construction or interior improvements
- Tinted windows
- Non Code compliant awnings or signage
- Electric signage
- Security systems
- Roofing or roof repairs
- **Renovations not previously approved by the Historic Preservation Commission, Plan Commission and/or Swiss Design Review Committee**
- Land acquisition
- Operating equipment
- Furnishings
- Inventory
- Operating expenses
- Paving
- **Renovations started prior to receiving final approval of the grant request**

The Village maintains a separate Revolving Loan Fund program where some of the ineligible façade grant activities may be deemed eligible for revolving loan fund consideration.

Grant Performance Requirements

Within six (6) months of Village Board approval, applicants must enter into a grant agreement with the Village, obtain a building permit, **and commence work**. Projects, including final inspection, shall be completed within twelve (12) months from the date of Village Board approval. Extensions to the completion period may be granted for inclement weather, or the ordering of special building materials. The applicant must request an extension from the Village Board in writing. The Village will notify the applicant in writing of its approval or denial of the grant request, and any requested extensions.

The applicant shall comply with all Village ordinances relating to the project. The applicant shall assist and actively cooperate with the Village to ensure contractors comply with all applicable provisions of the Ordinances, and with the rules, regulations, and relevant orders issued by the Village pursuant to such provisions of the Ordinances.

Program Administration

Initial applications for the grant program will be reviewed by the Village's Community Development Authority, who will provide a recommendation to the Village Board on whether to grant the request. Projects deemed eligible for funding are subject to Village Board approval. As applicable under Village Ordinances, projects shall be reviewed for code compliance by the Historic Preservation Commission, Plan Commission, and/or Swiss Design Review Committee prior to Village Board review of a façade improvement grant application. Successful applicants are required to enter into a grant agreement contract with the Village in order to receive funding. In order to qualify, the applicant cannot start on their project until after receiving all necessary approvals and permits. If work begins before application approval, the Village shall not fund the project with a Façade Improvement Grant.

Applicants must be in good standing with the Village of New Glarus, with current taxes and fees paid in full, and no outstanding building code violation citations, and must provide proof of property and liability insurance prior to start of grant performance period. Applicants shall not be disqualified based on age, race, religion, color, handicap, sex, physical condition, development disability, sexual orientation, or national origin.

Grant awards under this program are subject to funding availability, and nothing herein shall create an obligation for the Village to provide any grant funding to any applicants. The grant program awards are considered first-come, first-serve.

Please see the Façade Grant Application Form for additional terms, conditions, and information on the application procedure. All questions should be directed to Village Administrator at 608-527-5971 or adminsitrator@newglarusvillage.com.