

**CENTRAL POINT DEVELOPMENT COMMISSION  
RESOLUTION NO. 2017-03**

**A RESOLUTION OF THE CENTRAL POINT DEVELOPMENT COMMISSION MODIFYING  
THE HISTORIC BUILDING FAÇADE GRANT PROGRAM**

**WHEREAS**, on March 8, 2012, by Ordinance No. 1955 the City Council approved *The Downtown & East Pine Street Corridor Revitalization Plan, An Urban Renewal Plan for the City of Central Point* (the "Plan"); and

**WHEREAS**, Section 1.6.1 of the Plan sets forth the projects and activities that the Central Point Development Commission (the "Commission") may fund as necessary to implement the Plan; and

**WHEREAS**, Section 1.6.1 (C)(15) identifies as an urban renewal activity the creation of incentive programs encouraging redevelopment within the Urban Renewal Area; and

**WHEREAS**, On August 13, 2015 the Commission, by Resolution No. 2015-007 approved the Historic Building Façade Grant Program (the "Grant Program"), an economic development incentive program to encourage the renovation and rehabilitation of building facades within the East Pine downtown area; and

**WHEREAS**, Since implementation of the Grant Program there has been limited activity due to the Grant Programs historic emphasis; and

**WHEREAS**, In an effort to encourage its use, the Grant Program is being modified to include façade renovations and rehabilitation for all commercial properties within the Grant Program area.

**NOW, THEREFORE, BE IT RESOLVED** that the Commission by Resolution No. 2017-03 hereby modifies the Grant Program as presented in Exhibit "A".

**PASSED** by the Central Point Development Commission and signed by me in authentication of its passage this 23<sup>rd</sup> day of February 2017.

  
Central Point Development Commission Chair

ATTEST:

  
City Representative

# EXHIBIT "A"

## EAST PINE STREET BUILDING FAÇADE GRANT PROGRAM

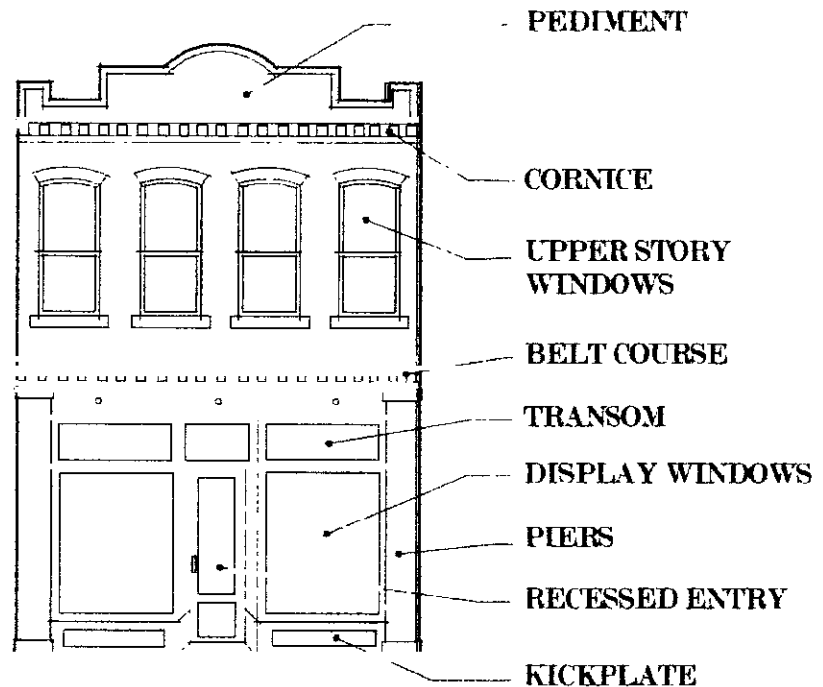
(Revised 02/23/2017)

### INTRODUCTION

The Building Façade Grant Program was designed to encourage the rehabilitation/restoration of commercial facades within the Central Point Downtown Business District as part of the Downtown and East Pine Street Corridor Revitalization Plan. The program is only available for the rehabilitation/restoration of commercial properties within the *East Pine Street* area (see attached map).

In furtherance of this goal, the façade program will make grants available to owners of buildings, within the East Pine Street area, for façade projects that are compliant with applicable Transit Oriented District (TOD) design standards per Section 17.67 of the City's Zoning Ordinance and that are consistent with the Design Guidelines of the Central Point Downtown Revitalization Plan.

**Façade** is defined as any portion of the exterior of a structure visible from the public right-of-way. The drawing to the right is an example of a typical commercial storefront façade and the typical architectural components.



### THE EAST PINE STREET BUILDING FAÇADE GRANT PROGRAM:

The East Pine Street Building Façade Grant Program will provide eligible applicants with grants to assist in the rehabilitation/restoration of facades on contributing structures within the Downtown Business District of the City of Central Point. Façade is defined as any portion of the exterior of a structure visible from the public right-of-way. Funding is provided in an amount no less than \$500.00 and no more than \$15,000.00. These grants will total up to 50% of the total eligible project costs and must be matched with 50% of private funds. These grant funds will be reimbursements. (Funds will be paid after the job is complete and approved by the Commission. The building owner is responsible for all project cost. The owner must submit proof of payment to the Commission in order for reimbursement of qualifying costs.

# EXHIBIT "A"

The types of activities that are eligible under this façade program include, but are not limited to, the following:

- Awnings appropriate to the specific building.
- Cleaning of exterior surfaces.
- Improve or add lighting. The lighting must be designed to light only your building – no wash.
- Repair/Restoration of facade features
- Replacement of doorways/storefronts
- Repointing
- Painting (only if building was originally painted)/Specific colors subject to approval by the Development Commission
- Repair or replace windows
- Signs must be in compliance with the City of Central Point Sign Ordinance and be appropriate to the building's construction period

The above are required to comply with the TOD design standards per Section 17.67 of the City's Zoning Ordinance.

The types of activities that are not eligible under this façade program include but are not limited to, the following:

- New construction
- Property acquisition
- Interior improvements
- Flat or sloped roof repair and/or replacement not visible from the public right-of-way
- Machinery and equipment
- Furniture and fixtures
- Inventory and accounts receivable

## APPLICATION PROCEDURES:

Each potential recipient of façade grant funds must comply with the following Application Procedures. Completed Applications will be time-dated and processed in order of receipt. The Development Commission will not consider any Application with incomplete or missing information.

Application Procedures are as follows:

- I. Obtain Application Package. Application packages are available by contacting the Director of the City of Central Point Development Commission Office, 140 S. Third Street, Central Point, OR 97502, 541-423-1039.
- II. Complete Application. Fill out and sign the Application form. Return the completed Application form to the Development Commission office with the following required supportive documentation.
  1. Verification of Ownership (copy of Deed)
  2. Tax Statement (evidence that real estate taxes are current)
  3. Verification of Property Insurance
  4. Two (2) copies of a color photo of façade to be rehabilitated

# EXHIBIT "A"

## PROJECT PROCEDURES:

The following process describes the course of the façade program. The order and necessity of each step will be determined on a case-by-case basis, depending upon the amount of assistance required for each project.

1. **Initial Project Meeting.** The purpose of this meeting is to prepare the financing and rehabilitation pro-forma. At this time, representatives from the CPDC will assist the Applicant in securing matching funds through the existing Low-Interest Loan Program, or other sources, if necessary.
2. **Scope of Work with Cost Estimates.** The applicant will submit the final scope of work with cost estimates and a working drawing, with color schemes, if appropriate, for review by the Development Commission.
3. **Review.** The Development Commission will review each project's Scope of Work to determine if it follows the Guidelines of the program. It will provide approval or make recommendations for alternatives, if deemed necessary. Where painting is a listed work item, the color must be approved by this Development Commission.
4. **Contractor Bidding.** The owner will solicit bids from qualified contractors to perform the rehabilitation work. A qualified contractor is defined as one regularly doing business as a Contractor, being able to acquire and maintain the required insurances.
5. **Grant Agreement.** Upon approval by the Development Commission a Grant Agreement (Resolution) will be signed by the Development Commission.
6. **NO WORK CAN BEGIN ON A PROJECT UNTIL A RESOLUTION BY THE DEVELOPMENT COMMISSION IS PROPERLY EXECUTED**
7. **Rehabilitation Monitoring.** The Development Commission will monitor the façade project to assure compliance.
8. **Final Inspection and Project Close-Out.** When the Contractor has completed the rehabilitation and submits an invoice for final payment, a final inspection of the work will be made by the Development Commission and the Owner. The grant payment will be issued upon the approval of the Development Commission and the Owner and upon receipt of all warranties and guarantees. If the work is not completed as per the specifications, the grant will be withheld until all work is satisfactorily completed.

## PROJECT COMPLIANCE:

The Applicant for the East Pine Street Building Façade Grant Program is advised of the following Program Compliance requirements through these guidelines:

1. **Property Taxes.** The funding for this program is provided through public tax dollars. Therefore, it is incumbent upon Owners desiring to obtain façade assistance, to be current in payment of local property taxes. It is the responsibility of the Applicant to provide this tax information to the Development Commission. Tax Verification forms for this purpose is included in the Application Package.
2. **Eligible Structures.** All commercial structures within East Pine Street area (see attached map) are eligible for façade grant funding..
3. **Codes and Ordinances.** All authorized grant awards are subject to compliance with all applicable local, state, and federal regulations.

# EXHIBIT "A"

## EQUAL OPPORTUNITY:

All Applicants for financial assistance shall be given equal consideration and no person shall be excluded from participation, denied program benefits or discriminated against because of race, color, religion, gender, ancestry, national origin or handicap.

**THE EAST PINE STREET BUILDING FAÇADE GRANT PROGRAM IS SUBJECT TO ALL LOCAL, STATE AND FEDERAL LAWS, WHERE APPLICABLE.**

## FORMS:

EAST PINE STREET BUILDING FAÇADE GRANT PROGRAM  
City of Central Point Development Commission, City of Central Point

Property Owner

Business Name

Address

Tax parcel ID#

Phone:

E-Mail:

Proposed Grant Amount

Total Project Cost

## Application Checklist:

- \_\_\_\_\_ Verification of Ownership (copy of Deed)
- \_\_\_\_\_ Tax Statement (evidence that real estate taxes are current)
- \_\_\_\_\_ Verification of Property Insurance
- \_\_\_\_\_ Two (2) copies of a color photo of façade to be rehabilitated
- \_\_\_\_\_ Attach bids from contractors
- \_\_\_\_\_ Attach hand sketches or professional drawings of the project

Applicant shall indemnify, defend and hold harmless the City of Central Point, The Redevelopment Authority of the City of Central Point and the City of Central Point Development Commission, its officers, directors and employees from any and all loss, cost damage, expense, claims and liabilities, including without limitation attorneys' fees, arising out of or in connection with work performed under this contract. This provision shall survive the termination of this Agreement.

# **EXHIBIT "A"**

**The undersigned, individually and on behalf of the above-named entity, agrees to all of the above guidelines and stipulations.**

Signature of Applicant

Date

Urban Renewal Director

Date Received