




MEMORANDUM

TO: Trustee Bill Johnston, Chairperson
Economic and Community Development Committee

FROM: Jennifer Ganser, Assistant Director of Community Development 

DATE: October 10, 2016

SUBJECT: Downtown Improvement & Renovation Grant; 104-106 E. St. Charles Road

The Community Development Department has received an application for the Downtown Improvement and Renovation Grant Program (also known as the Façade Grant Program) for 104 E. St. Charles Road. The property has been vacant for an extended length of time and was recently purchased. The tenant, 4Paws K9Training, is an animal day care business. Separate from the grant process, the tenant applied for zoning relief with the Plan Commission. The Plan Commission recommend approval and the petition will be forwarded to the Board of Trustees on October 20, 2016.

The applicant, also the property owner, is seeking to rework the building façade. The property is located in the downtown TIF. The total cost is \$101,750.00 for the front façade and is grant eligible up to \$50,000.00 (up to 50% of the eligible project costs; not to exceed \$50,000, unless specifically approved by the Village Board). However, during Village review questions on the project costs were raised by the Village's Building Official, who used his own knowledge and data from RS Means during his review. Staff also looked at past façade projects in the Village (both in the TIF and outside) and noted the improvement costs were much lower. Staff contacted the contractor from a façade project on Roosevelt Road and asked for his opinion on a general project costs. He gave a number of \$65,000.00, which the Building Official agreed with. Staff also contacted the applicant and went out to view the property to gain a greater understanding of the project. Staff finds that the quote of \$65,000.00 is reasonable and therefore recommends a grant in the amount not to exceed **\$32,500.00** for the front façade.

The applicant also submitted quotes for the exterior building sides. Per the façade grant policy, "The sides of commercial buildings which are highly visible from main shopping streets are also eligible." The neighboring buildings are set back further from the street and are visible from St. Charles Road. The total cost is \$19,600.00 for the sides and is grant eligible up to **\$9,800.00** (up to 50% of the eligible project costs; not to exceed \$50,000, unless specifically approved by the Village Board).

Lastly, per the policy, professional service fees can be included in a grant request. The invoice from Ruben L. Anastacio & Associates, Ltd. is for \$3,750.00. The façade program will fund up to 25% or \$1,500, whichever is less, prior to approval of the architectural renderings. After the architectural renderings are approved, 50% of the fees can be granted. Architectural renderings

are approved during the permitting process. Should the permit be approved, the applicant is eligible to receive **\$1,875.00**. Should the permit not be approved, the applicant is eligible to receive **\$937.50**.

Therefore the total grant amount would be in the amount not to exceed **\$44,175.00**.

Also, per the policy "If a property receives notification from Code Administration on a potential violation, the ECDC has discretion to deem the proposed improvement eligible or not." The property did receive an advisory letter and violation letter earlier this year for peeling paint on east facing wall. However, Code Administration has postponed further action, due to the pending façade request. Staff finds the improvement of building paint an eligible expense.

GRANT REQUEST ELEMENTS

The applicant has submitted a concept building elevation and three (3) quotes that would be the subject of the grant request. Below are the various components anticipated to be undertaken that would be eligible for façade grant consideration.

Front Facade

1. Demo front and mansard metal roof
2. Add a metal framed parapet wall with sheathing and insulation (to make the building the same height across)
3. Install a new 36" aluminum door for a second front access
4. Replace 4 windows
5. Replace 1 door
6. New brick front façade (double wall with tie-ins)
7. Dryvit application on top (above windows)
8. Tie existing roof to new parapet wall with continuous wall capping
9. Electric work and LED lighting under awnings
10. Install 6 awnings

Vendor	Price Quote
All Remodeling & Developers, Inc.	\$109,700.00
FBC Construction	\$101,750.00
Globe Exteriors	\$108,600.00

Side Façade

1. Tuckpointing east wall
2. New door on west wall
3. New gutters
4. Paint east and west walls

Vendor	Price Quote
All Remodeling & Developers, Inc.	\$19,600.00
FBC Construction	\$20,350.00
Globe Exteriors	\$20,050.00

Staff is supportive of the request for the following reasons:

1. The project is consistent with the recommendations of the Lombard Downtown Revitalization Project Guidebook.
2. The new exterior would create an aesthetic enhancement for the corridor, continuing the work started at 130 E. St. Charles Road.
3. The new windows would be less reflective allowing the public to see into the storefront.
4. The new windows and doors would be more energy efficient than the current windows and doors, as required by the Illinois Energy Code.
5. The project is supported by Lombard Town Centre.

The Lombard Downtown Revitalization Project Guidebook focuses on aesthetic standards in Section 4. The design recommendations can be applied to numerous buildings in downtown Lombard. Recommendations include buildings with fabric awnings containing signage and gooseneck lighting, and keeping with the character of downtown Lombard. The grant request is compliant with the Guidebook's recommendations.

COMMITTEE ACTION REQUESTED

This item is being placed on the October 10, 2016 ECDC agenda for consideration. Staff recommends that the ECDC recommend approval to the Village Board for the requested Downtown Renovation and Improvement Grant for the property at 104 E. St. Charles Road for an amount not to exceed **\$44,175.00**. As this request is over \$10,000.00, it requires final approval from the Village Board of Trustees. Said recommendation is subject to the following conditions, by the Village Board of Trustees:

1. Permits must be applied for and received for all of the work.
2. Before the grant can be paid out, the applicant will submit a final receipt (showing the project is paid in full), waivers of lien from the contractors, and an IRS W-9 (provided by staff).
3. That the applicant/property owner shall not apply for a vacancy exemption from the York Township Assessor.
4. Work must be complete one year from the date of approval by the Village Board of Trustees.