



## Building Improvement Grant

### PROGRAM OVERVIEW

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In keeping with our vision statement: *To passionately provide support for stakeholders, encourage business development and increase community engagement in the downtown district and beyond*, this program's main objective is to promote exterior improvements for small businesses city-wide to improve the overall aesthetics of Osceola. This will revitalize Osceola's Main Street Historic Commercial District by preserving the integrity of the buildings and enhancing the visual appeal of the district's unique character.

We are proud to partner with Clarke County Development Corporation to promote economic development and revitalization through financing improvements. This matching grant is available to cover up to 50% of improvement costs up to \$15,000.

### PROGRAM GOALS

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1. Revitalize and improve the appearance of Osceola's Main Street Historic Commercial District and city-wide business properties to positively impact the aesthetics, marketability and perception of the City of Osceola.
2. Restore and preserve properties of special value for historical, architectural, or aesthetic reasons.
3. Help in the city-wide economic recovery through increased valuation of property and increase sales in retail and commercial businesses.

### PROGRAM GUIDELINES

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Osceola Chamber Main Street will provide guidance and resources, along with the matching grant, to our members that are owners or tenants (with owner's permission) of commercial property.

- The grant program will be administered by Osceola Chamber Main Street and the Main Street Design Committee will determine eligibility and approve all design plans. (OCMS offers design renderings at no cost for our Main Street district.)

- All proposals will meet the code requirements and Historic Guidelines of the City of Osceola.
- All work must be completed within 12 months following the approval of the application. Extensions may be approved at the discretion of the Design Committee.
- Exterior improvements only.
- A 50% reimbursement grant up to \$15,000 for the actual costs of the exterior rehabilitation expenses.
- Applicants MUST submit grant application PRIOR to commencing work for the property listed in the grant application. Costs can't be applied for work already completed.

#### Examples of Eligible Improvements:

- Repair to building exterior facades (front, rear, and side facades are eligible)
- Masonry and stone repair
- Exterior painting and cleaning
- Replacement of windows and window framing of façade/storefront
- Repairing or replacing cornices, entrances, doors, decorative detail
- Repair or replacement of exterior wooden features
- Other exterior repairs that may improve the aesthetic quality of the building

#### Examples of Ineligible Improvements:

- Interior improvements
- Installation of aluminum vinyl siding
- Sandblasting

### PROGRAM ADMINISTRATION

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- Osceola Chamber Main Street will administer the Building Improvement Grant.
- Applications for the grant program will be available through and accepted by the OCMS office.
- The OCMS Design Committee will meet as needed to review applications.
- If the application is rejected, the committee will explain by letter to the applicant the reasons for rejection and what, if any, steps can be taken to receive approval.
- A representative of the OCMS Design Committee will monitor the progress of the project to verify that work done is consistent with the approved application.
- Any changes in work must be submitted in writing by the owner to the OCMS office and must have written approval by the committee.
- Funds will be dispersed once work is verified completed and invoices are submitted.

## **DESIGN REVIEW GUIDELINE FOR OSCEOLA COMMERCIAL HISTORIC DISTRICT**

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Individual buildings in the Osceola Commercial Historic District will be restored to appropriate historic look. The district should show buildings in good repair that reflect the original architectural style.

### **Goals:**

- Ensure the physical preservation of the buildings
- Promote historically appropriate design practices
- View each building as an individual project reflecting its particular history and style

### **Guidelines:**

Using the following design standards when implementing exterior renovations will result in an attractive downtown that speaks of the uniqueness of our community. These standards will serve as a guide to the OCMS Design Review Committee in determining project eligibility for grants.

1. Retain building integrity, making minimal changes to defining characteristics. Alterations which have no historic basis will be discouraged.
2. Avoid removal of historic materials and alterations. Retention of existing historic architectural elements is encouraged.
3. Respect the period and style of the original structure; avoid false additions.
4. Retain major alterations that have acquired their own historic significance.
5. Preserve distinctive features, finishes, and construction techniques.
6. Repair deteriorated materials, as often as possible, rather than replace.
7. Protect, preserve, and document significant archeological features.
8. Construct new additions that are compatible but differentiated from, the old.

# Osceola Chamber Main Street Building Improvement Grant Application

Application Date: \_\_\_\_\_

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

Contact Person: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

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

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

**\*\* Important: If applicant is not the building owner, please include a letter from the building owner providing endorsement and permission for the proposed façade renovations.**

Estimated Project Cost: \_\_\_\_\_ Amount of Grant Requested: \_\_\_\_\_

Proposed Project Start Date: \_\_\_\_\_ Proposed Completion Date: \_\_\_\_\_

1. Description of proposed project work (attach additional pages as needed):

2. Provide cost breakdown:

[illegible]

### 3. Application Checklist:

Proposed project work renderings ☐ Required city permits (if applicable) ☐ Building owner endorsement letter (if applicable) ☐ Cost estimates/quotes from suppliers and contractors ☐

The undersigned applicant affirms that:

I have read and understand the attached guidelines. I understand this is a grant program and that in order for my request for funding to be approved, I must agree to work with and follow the written recommendations of Osceola Chamber Main Street. I also understand that money is granted on a reimbursement basis, following completion of work and that design changes not approved by Osceola Chamber Main Street will not be funded.

The information submitted herein is true and accurate to the best of my (our) knowledge.

I (we) have read and understand the conditions of the Osceola Chamber Main Street Building Improvement Grant Program and agree to abide by its conditions and guidelines.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_