

FY 2024 COMMERCIAL FACADE RENOVATION PROGRAM

City of Farmington Tax Increment Financing (TIF) District

City of Farmington, Illinois, 322 E Fort Street, Rm. 101, Farmington, IL 61531 / Telephone: (309) 245-2011

The **Farmington FY 2024 Commercial Façade Renovation Program** (the “Program”) is designed to stimulate economic growth and visibly enhance the *Historic Downtown Business District* (HDBD), which is also located within the Farmington Tax Increment Financing (TIF) District Redevelopment Project Area. The boundaries of the HDBD include a portion of the City of Farmington as depicted below (Fig. 1).



Figure 1. City of Farmington, Illinois, Historic Downtown Business District is also within the Farmington Tax Increment Financing District.

Program Basics:

- **Purpose:** Program applications are accepted for projects that will result in substantial improvements to existing commercial storefronts, sides, and rear facades of existing commercial buildings within the HDBD and the TIF District that also face a City street.
- **Frequency:** City will accept only one (1) Program Application per Property during FY 2024.
- **Maximum Benefit:** 75% of TIF eligible project costs incurred by the Applicant, not to exceed \$7,500. Program grants are reimbursements for costs incurred by the Applicant within 180 days of approval for Program Grant Funding and are paid upon completion of the project and verification of the eligible project costs. Any project costs incurred outside of this period will not be eligible for reimbursement under this Program.
- **Compliance:** Projects supported with Program grant funds must comply with the TIF Act, the City’s Design Review Guidelines, and applicable building codes.
- **Special Program:** This Program is specifically offered within the HDBD. Grant funding may be awarded to qualified Applicants irrespective of other financial assistance or incentives offered by the City.

For assistance with determining eligibility for this Program or other potential Tax Increment Financing incentives, please contact the City for more information.

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- APPLICATION FORM -

Date of Application: _____ / _____ / _____

Applicant Name: _____ Owner of Subject Property Tenant of Subject Property

Property Owner Name(s): _____ *(if different from Applicant)*

Applicant Address: _____

Subject Property Tax ID (PIN): _____ *(only one PIN per application)*

Subject Property Site Address: _____

Applicant Daytime Phone: _____ Email Address: _____

Type of Business Located on Subject Property *(check all that apply)*:

Service Retail Other *(describe):* _____

Are any residential addresses located on the Subject Property? Yes No

Anticipated Project Start Date: _____ and Estimated Project Completion Date: _____

Total Estimated Project Costs: \$ _____ *(estimated costs must be verified upon completion of the Project).*

Description of proposed project *(a more detailed description should be attached and submitted with the Application):*

NOTE: Program grants funds shall be awarded only for TIF eligible project costs pursuant to 65 ILCS 5/11-74.4 *et. seq.* on a first-come-first-served basis, and subject to the availability of funds as may be annually allocated by the Farmington City Council.

Please read the following requirements carefully:

1. Property owners may apply for and receive Program grants for the same property only once during the City's Fiscal Year 2024 (May 1, 2023 through April 30, 2024).
2. Only properties that are located within the Downtown Historic Preservation District and are also within the Farmington Tax Increment Financing (TIF) District are eligible to apply for this Program. A "Property" is defined herein as a parcel upon which an existing commercial building or a portion of an existing commercial building is located on a lot having a unique Property Identification Number (PIN) as assigned by the Office of the Fulton County Supervisor of Assessments. The PIN can be found on the most recent real estate tax bill.
3. Applicants must attach a detailed description of the planned improvements, estimated costs of the project (including contractor bids) and a project schedule. Conceptual sketches and drawings are encouraged, and the City reserves the right to request additional information, including but not limited to how the building will be utilized (e.g., anticipated type of business use) after the improvements are completed.
4. Projects supported with Program grant funds must comply with the TIF Act, the City's Design Review Guidelines, and applicable building codes. Applicant may consult with City Staff regarding specific requirements and permits.

- a. Pursuant to the TIF Act, no Program Grant Funds shall be used to demolish, remove, or substantially modify a historic resource. Exceptions may be made for a place or structure for which the City determines no prudent and feasible alternative exists, or the demolition, removal, or modification is subject to review by the preservation agency of a Certified Local Government designated as such by the National Park Service of the United States Department of the Interior. A "historic resource" for the purpose of this paragraph means (i) a place or structure that is included or eligible for inclusion on the National Register of Historic Places or (ii) a contributing structure in a district on the National Register of Historic Places.
5. The maximum Program grant amount for an approved *FY 2024 Commercial Facade Renovation Project* shall not exceed **75%** of total project costs or a single lump sum reimbursement of **Seven Thousand Five Hundred and 00/100 Dollars (\$7,500.00)** per individual commercial property PIN, whichever is less, for the following types of eligible project costs:
 - a. Qualified Projects may include exterior repairs and renovations to storefronts, sides and rear facades of existing commercial buildings that also face a City street. Such repairs and renovations include: exterior masonry & brick restoration; painting/re-siding exterior walls; repair or replacement of exterior doors, windows and concrete; final exterior trim work and weatherproofing; and murals subject to City code requirements. Certain interior improvements which are a consequence of the proposed exterior rehabilitation may also qualify.
 - b. Roof repairs or other general custodial, cleaning, and property maintenance services do not qualify for reimbursement through this Program. However, repairs and renovations that are believed to be outside the scope of this Program should be discussed with City staff, who may recommend other types of assistance.
 - c. All Project improvements must be completed and verified within 180 days of the City Council's approval of the Program Application. Any project costs incurred outside of this period will not be eligible for reimbursement under this Program.
 6. If Applicant is a tenant of the Property and is undertaking leasehold improvements that will be reimbursed through Program grant funding, then the Applicant must provide City with verification of written consent from the property owner for the proposed improvements described herein.
 7. Applications are subject to initial review and recommendation by the Farmington Economic Development Committee, City Administrator, and the City's TIF Administrator. All applications must then be approved by the City Council.
 8. It is the understanding of the City and the Applicant that the position of the Illinois Department of Labor is that the Illinois Prevailing Wage Act does not apply to TIF increment received by private Developers as reimbursement for TIF Eligible Project Costs. This position of the Department of Labor is stated as an answer to a FAQ on its website at: <https://labor.illinois.gov/faqs/prevailing-wage-faq.html>.
 9. **Program grant funds are paid by the City of Farmington to the Applicant upon completion of the Project and verification of TIF eligible project costs – no exceptions.** In advance of receiving Program grant funds, Applicant must: a) verify the most recent real estate tax bill has been paid for the Property; and b) verify total project costs incurred within 180 days of approval, including sufficient TIF eligible project costs equal to or greater than the amount of Program grant funds awarded to the Applicant by the City Council. The City's obligation hereunder to award grant funds for TIF eligible project costs is a limited obligation to be paid solely from the Farmington TIF District Special Tax Allocation Fund.
 10. The Farmington City Council reserves the right to award grant funds only to those Applicants who undertake projects the City deems to be compliant with the TIF Act and those projects that the City believes will further stimulate the type of commercial revitalization that is in the best interests of the citizens of the City of Farmington. The rights and obligations of the Applicant under this Program Application shall not be assignable by the Applicant without providing written notice to the City and the City's consent.

The undersigned certifies and warrants that to the best of his/her knowledge the information contained in and attached to this Application Form is true, correct, and complete and furthermore agrees to the terms and conditions provided herein. Nothing contained in this Program Application shall be construed by the City or the Applicant or any third person to create the relationship of a partnership, agency, or joint venture between the City and the Applicant. Subject to City Council approval, this Program Application shall become a binding Redevelopment Agreement for which the undersigned hereby warrants full authority to both execute this Agreement and to bind the entity in which they are signing on behalf of.

Applicant Signature _____ Date: _____

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- APPROVAL FORM FOR CITY USE ONLY -

Applicant Name: _____

Subject Property Tax ID (PIN): _____ *(only one PIN per application)*

Subject Property Site Address: _____

Date application received by the City of Farmington: ____ / ____ / ____ by _____

Planned Improvements Verified as TIF Eligible Project Cost: Yes No (reason: _____)

Approved by Farmington Economic Development Committee (EDC): Yes, date: ____ / ____ / ____

No (reason: _____)

Maximum Grant Funds Recommended for Approval by City Council: \$ _____

BE IT ORDAINED BY THE CITY OF FARMINGTON, FULTON COUNTY, ILLINOIS THAT:

1. The Application referenced above for the *FY 2024 Commercial Facade Renovation Program* is hereby approved and shall be effective from and after its passage and approval as herein required by law.
2. The Mayor is hereby authorized and directed to accept and execute said Application on behalf of the City and the City Clerk of the City of Farmington is hereby authorized and directed to attest such execution.
3. The amount payable hereto in consideration of the Applicant complying with the terms of said Application shall not exceed 75% of Applicant's total project costs or **Seven Thousand Five Hundred and 00/100 Dollars (\$7,500.00)**, whichever is less.

PASSED, APPROVED AND ADOPTED by the Corporate Authorities of the City of Farmington, Fulton County, Illinois, on the ____ day of _____, 20____, and deposited and filed in the Office of the City Clerk of said City on that date.

MAYOR & COUNCIL MEMBERS	AYE VOTE	NAY VOTE	ABSTAIN / ABSENT
TOTAL VOTES:			

APPROVED: _____ Date ____ / ____ / ____

Mayor, City of Farmington

ATTEST: _____ Date: ____ / ____ / ____

City Clerk, City of Farmington

Completion of Project verified on ____ / ____ / ____ Total Project Costs: \$ _____ Final Grant Amount: \$ _____
 Verification of TIF Eligible Project Costs incurred by the Applicant were approved by TIF Administrator on ____ / ____ / ____
 City grant payment issued to applicant on ____ / ____ / ____ by City Check No. _____