

— PINE ISLAND —

ECONOMIC DEVELOPMENT AUTHORITY

EST 1993

Program Intent:

The Pine Island Economic Development Authority (EDA) was established to promote economic growth by inducing manufacturing, industrial, commercial, and retail enterprises to locate or remain in the City of Pine Island, increase commerce, and promote the safety, health, welfare, convenience and prosperity of the City and all of its inhabitants.

The EDA's mission is to promote and enhance a community spirit that fosters togetherness and a willingness to improve the quality of life in Pine Island by directing and guiding future economic development.

In keeping with this mission, the EDA created the following program to enhance and improve the aesthetics of the core downtown business district. This program is designed to encourage owners to restore existing properties with fixes of a permanent nature that will enhance the general character of their building and Pine Island's downtown core.

Forgivable Loan Amount and Match Requirement

- Loan is available to cover 50% of project costs up to \$2,500
- Loan is forgiven over a 5-year period
 - If the owner sells the building or moves their business out of Pine Island City Limits the remainder of the loan is due in full

Target Area: C-1 zoned (Central Business District) commercial buildings only.

Eligible Projects: Please see attached eligibility criteria list. All projects must be reviewed by the EDA and City Council.

To Apply, Please Submit:

1. Completed application form.
2. Cost estimates.
3. Project plans **AND** drawings/sketches.
4. Digital picture showing property's current condition, including areas to be improved.

Review Process:

1. Applicant submits all application materials to EDA staff at City Hall.
2. EDA staff reviews application.
3. EDA Board reviews application and submits recommendation to City Council.
4. City Council reviews and approves or denies application.
5. Applicant is notified of decision.
6. Project work may begin at this point. Payment will be processed as a rebate to the Applicant once **all** work is complete. Applicant must provide invoices, proof of payment, and a digital picture (please submit all pictures in the .jpeg file format to: pieda@bevcomm.net) of the building once completed.

General Guidelines:

Incomplete applications will not be reviewed.

The program will be funded by the City Council in the amount of \$10,000 annually. Projects will be reviewed on a first come first serve basis. The program will operate annually until all funds are expended or cancelled by the EDA or City Council.

Applicants have 6 months to complete their project and claim their rebate, unless an extension is granted by the EDA upon a written request of the Applicant.

If approved, applicants may not reapply for 12 months after their project has been completed.

Applications will be denied if, in the sole opinion of either the EDA or City Council, the proposed improvements do not follow these guidelines.

Applicants must be current on property taxes, utility accounts, loan payments, zoning violations, and/or other citations issued by the City of Pine Island. Applicant's past performance with any City matter will be considered and may be the sole factor for denial of any application.

The EDA or City Council may, at its discretion, approve projects that deviate from these guidelines if the proposed project is deemed within the general intent of these guidelines and in the best interest of the community.

NO WORK MAY BEGIN PRIOR TO APPROVAL.

Eligible Project Items:

- Rehab/replacement of exterior windows visible from public areas that enhance the character of the building.
- Rehab/replacement of exterior doors visible from public areas that enhance the character of the building.
- Replacement of missing decorative building features.
- Rehabilitation or replacement of historic rooflines (such as corbels, parapets or other decorative or historic features of materials consistent with the historic nature of the building).
- Rehabilitation or replacement of roof covering materials if visible from public areas and decorative or historic in nature.
- Historic preservation-related items that require specialized care or expertise such as tuckpointing and cleaning.
- Removal of non-historic materials or additions to otherwise historic buildings.
- Awnings or signage with either historic qualities or that add to the character of the building.
- Ancillary decorative lighting.
- Screening of unsightly features such as utility connections, dumpsters, etc.
- Other permanent, fixed, above ground decorative features that enhance the visual aesthetics of downtown.

Ineligible Project Items:

- Routine building maintenance.
- Any interior work.
- New construction and building additions.
- Acquisition.
- Improvements not visible from public areas.
- Parking lots.
- Painting and siding (except if allowable above).
- Roofs (except if allowable above).
- Plants and other movable, non-permanent landscaping features.
- Improvements already completed or in progress at time of application.

Historic Downtown Façade Improvement Program Application
Pine Island Economic Development Authority

Name: _____ Date: _____

Phone: _____ Email: _____

Project Address: _____

Project Summary: _____

Total Amt. Requested: _____ Total Project Cost: _____

Applicant Certification

We, the undersigned certify that the information submitted is true and accurate to the best of our knowledge, that we have read, understand, and that we will comply with the program guidelines. We understand that this application will be reviewed based on the information provided herein and that if the final project does not meet minimum program guidelines, the City reserves the right to deny payment. But for the assistance provided through this program by the Pine Island Economic Development Authority, we would not have the resources to take on this project or to the extent that we will with assistance.

Name/Title (Printed) Name/Title (Printed)

Signature Date Signature Date

NO WORK MAY BEGIN PRIOR TO APPROVAL