



MAIN STREET MARSHFIELD, INC

FAÇADE GRANT

OUTLINE AND APPLICATION

2010

MAIN STREET MARSHFIELD FAÇADE GRANT

Main Street Marshfield, Inc. has a grant program to provide incentive to property owners and business owners in the Downtown business area. This grant provides a means of initiating quality improvements to downtown properties;

Eligible Projects:

1. Façade restoration
2. New exterior color scheme
3. Awning/canopy – new, repair or replacement
4. Construction/improvements to exterior rear entrance
5. Re-opening of exterior windows/window replacement

Funds Available:

50% of total eligible expenditures not to exceed \$500.

These grants will remain in effect until the fund balance is depleted.

All projects must meet building codes and adhere to the Main Street Marshfield DESIGN GUIDELINES. For a copy of these guidelines, contact:

Main Street Marshfield, Inc.
222 South Central Avenue, Suite 205
Marshfield, WI 54449
(715) 387-3299 phone
(715) 387- 2286 fax
info@mainstreetmarshfield.com
www.mainstreetmarshfield.com

Program Eligibility

- The applicant must be the property owner or a tenant with written permission from the property owner;
- The project must meet all state and local building codes and zoning requirements;
- Projects must be within the BID District between Arnold Street and 9th Street;
- All façade improvements must follow the principles and guidelines of the Marshfield City Code, Downtown Master Plan, and the Main Street Marshfield Design Guidelines to ensure compatibility with the existing downtown, and help to create a uniform and coordinated streetscape that is attractive and functional;
- Priority may be given to façade restorations that are sensitive to and restore the original architecture of the building in a historically appropriate manner.
 - ***Eligible Improvements:***
 - Restoration and rehabilitation of your building's exterior wall(s) which face South Central Avenue will be given priority. Such as:
 - Storefronts
 - Doors and windows
 - Wall treatments (painting, acid washes, etc.)
 - Details (light fixtures, awnings, etc.)
 - Building additions that meet local building codes and zoning requirements and the principles and guidelines of the Program.
 - ***Ineligible Improvements***
 - Interior improvements, fixtures and furnishings, or roof repair, not visible from the street;
 - Removal of architecturally significant features;
 - Purchase of property;
 - Inventory or operating capital;
 - Any activity completed prior to receiving final approval of grant.

PROCESS TO RECEIVE GRANT FUNDS

1. Contact the Main Street Marshfield, Inc. office to discuss your project. Free design assistance is offered by the Main Street Marshfield Design Committee.
2. Complete application form and submit with plans and cost estimates to Main Street Marshfield, Inc. Applications and proposals will be reviewed by the Main Street Marshfield Design Committee for compliance to Main Street Marshfield Design Guidelines. The Design Committee will work with applicant, where necessary, to alter or change proposals to comply with the Design Guidelines.
3. If your request for Grant assistance is approved, you will receive a written notice of the decision detailing: the Grant amount approved, any terms and/or conditions of the approval, as well as how the funds will be released.
4. Completed project will be inspected by Main Street Marshfield Design Committee representatives for compliance.
5. Applicant must submit a copy of invoice for completed project to Main Street Marshfield Design Committee.
6. A check in the amount of the pre-approved grant allocation will be issued directly to the applicant.

RULES

1. Applicants are eligible to receive grant funds from only one grant program within a twelve month period per building.
2. All applications and projects must be approved by Main Street Marshfield, Inc. **prior to beginning work**.
3. Grant funds are limited. Generally, projects having the greatest aesthetic impact in downtown will be given first priority. Priority will also be given to the following:
 - a. Projects that will encourage other restoration or redevelopment within the downtown area.
 - b. Buildings where an immediate renovation will stop serious deterioration of the building's façade.
 - c. Projects that improve the architectural integrity of the building and restore the historic architecture of Downtown.
 - d. Buildings where historic or architecturally significant features contributing to the building's character are in danger of being lost due to disrepair.
 - e. Historic properties in danger of being lost, in part or in total, to disrepair.

- f. Vacant properties where façade improvements would help to improve the overall appearance of downtown.
 - g. Projects that demonstrate collaboration and will help to attract people downtown.
 - h. Projects that will result in significant new investment and creation of jobs downtown.
 - i. Projects that incorporate mixed uses or multiple tenants.
4. Any alterations or deviations to the project, or projects not found to be in compliance as approved in the application process, will result in denial of grant funds. The Main Street Marshfield Design Committee reserves the right to deny issuance of grant funds to building/business owners found not to be in compliance. Changes and alterations to any projects are possible only if first approved by the Main Street Marshfield Design Committee.

**MAIN STREET MARSHFIELD, INC.
FAÇADE GRANT**

Application Form

Applicant Name: _____

Business Name: _____

Address: _____

Telephone: (Work) _____ (Home) _____

1. Legal form of applicant entity:
_____ Sole Proprietorship _____ Partnership _____ Corporation

2. Status of applicant:
_____ Owner _____ Lessee – if applicant is lessee has the owner given approval of
this project?: _____ Yes _____ No
Owners Name: _____
Address: _____
Telephone: _____

3. Indicate all items to be addressed within the proposed project. (The following is a partial list of possible projects eligible to receive funds under this Grant Program.

- _____ Façade restoration/rehabilitation
- _____ Exterior paint/new color scheme
- _____ Rear entrance exterior improvements/construction
- _____ Re-opening of exterior windows/window replacement
- _____ Visible interior improvement _____
- _____ Building expansion/addition
- _____ Other structural maintenance: _____
- _____ Improvements/landscaping to parking areas
- _____ Awning/canopy – new, repair or replacement
- _____ Other: _____

4. Give a brief but detailed description of what the project will accomplish. Please include specific information regarding the items you checked above.

5. Estimated timeline for project:

Start Date: _____

End Date: _____

Agreement

I have read and understand the process and rules to receive Main Street Marshfield, Inc. Grant funds. I understand that failure to abide by the outline process and rules will result in denial of Main Street Marshfield, Inc. Grant funds. I agree to follow the process and abide by the rules, working with Main Street Marshfield, Inc. and within the scope and text of the Main Street Marshfield Design Guidelines to the project's completion.

Furthermore, I understand the project, upon completion, will be inspected by representatives of the Main Street Marshfield Design Committee for compliance to the proposal as submitted with this application. I understand should the project be found not in compliance with the original application and proposal as submitted and approved, I will be denied issuance of Main Street Marshfield, Inc. Grant funds.

Applicant's signature

Date

Amount of Grant approved for applicant:

\$ _____

Main Street Marshfield Representative

Date

Applicant's check list for process to receive Main Street Marshfield, Inc. Grant funds

_____ Contact Main Street Marshfield office to discuss project. Utilize free assistance of Main Street Marshfield Design Committee as necessary. Review Main Street Marshfield Design Guidelines for project compliance.

Date: _____

_____ Complete application, and submit with plans and sketches (as appropriate) and copies of contactor(s) proposals and cost estimates.

Date: _____

_____ Application and proposal approval by Main Street Marshfield Design Committee.

Date: _____

_____ Notification received enabling work to begin.

Date: _____

_____ As necessary, confer with Main Street Marshfield, Inc. during course of work to ensure project's compliance to application and proposal as originally submitted and approved.

Date: _____

_____ Notify Main Street Marshfield, Inc. upon completion of project.

Date: _____

_____ Completed project inspected by representatives of Main Street Marshfield, Inc.

Main Street Marshfield Representative *Date*

_____ Submit copy of invoice(s) for completed project to Main Street Marshfield, Inc.

Date: _____

_____ Check received in amount of pre-determined grant amount.

Date: _____

For Administrative use:

Grant Amount \$ _____ **Check No. Issued** _____ **Date** _____



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