



CITY OF IONE MAIN STREET MATCHING GRANT PROGRAM FOR FACADES AND SIGNS

What is the Ione Main Street Façade Improvement Program?

The program offers up to \$2,500 in matching funds and, in certain cases, design assistance to businesses in the Ione Main Street program area in order to improve the appearance of individual building facades, signs and awnings, as well as the overall look of the district.

The City of Ione administers the Façade Improvement Program through the City Manager and City Planner.

This initial round of funding is a pilot project, and our goal for this round is to assist as many qualified projects as our funds allow. This grant will be offered on an ongoing basis as funding permits, and our goal is to fund larger projects in the future. The award amount is based on available funds, applicants, and other variables. For this round, much of the grant will be allocated to building rehabilitation/renovation projects in the form of a 50/50 matching grant (maximum) to business property owners. If your project exceeds the \$2,500 maximum match for this round, please discuss your project with us as a part of the application project. If there are sufficient funds available for projects that exceed the \$2,500 match, then the project would go to City Council for approval of grant funds exceeding the \$2,500 match limit.

Who can apply for funding?

Any building owner or store proprietor/tenant with lease authority or authorization from the owner can apply for funding. Properties must be commercial or residential properties currently commercial located within the Ione Main Street section of the historic district (See attached map). Tenants must have a minimum of two years remaining on their lease or an option to renew.

We cannot provide assistance to properties owned and/or occupied, in whole or in part, by any of the following businesses or uses: adult bookstore, adult video shop, or other adult entertainment facility; check cashing facility; church or other religious or sectarian organization or use; college or university; community hall; fire station; gambling facility; gun shop; hospital; liquor store; massage parlor; multi-family or single-family housing development including the development of rental properties; nursing home, assisted living facility, crisis care center, group home, transitional housing, homeless shelter, or transient living facility; pawn shop; tanning salon; or tattoo parlor.

What types of improvements are eligible for funds?

- Exterior cleaning, painting, and/or paint removal



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- Masonry repair and repainting
- Repair and replacement of architectural details or materials
- Rehabilitation or compatible reconstruction of storefronts
- Removal of metal siding and exterior slip covers (surfaces)
- Restoration or replacement of deteriorated or hazardous sidewalks
- Repair or rehabilitation of signage
- New signage
- New awning or the rehabilitation of existing awnings
- Removal of inappropriate or out-of-date signage

Ineligible Expenditures:

- **IMPROVEMENTS MADE PRIOR TO GRANT APPROVAL**
- Interior rehabilitation unless it is essential to rehabilitate the building's façade
- Interior decoration
- Refinancing of existing debt
- Inventory and equipment
- Sweat equity (payments for applicant's own labor)
- General business operations expenses (payroll, taxes, utilities, etc.)

Priority Funding

Priority for funds will be given to (not in order of priority):

- Store signage (new and rehabilitating existing and historic signage)
- Awnings – repair or installation
- Removing non-historic elements from building facades
- Rehabilitation or compatible reconstruction of storefronts

How are projects selected for funding?

Applications will be ranked and selected based on a clear and documented set of evaluative criteria. Depending on the number of applications, we may assign "waiting list" status to projects that qualify for selection, but do not rank as high as other applications selected for funding.

This is a matching grant program, which means that the applicant pays a portion of the improvement and the City pays a portion. The amount of the match must be at least 1:1 – for every \$1 the applicant spends on the project, the City matches \$1. However, there is a maximum grant contribution by the City of \$2,500 per project. The maximum grant



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contribution amount may be approved by the City Council if there are sufficient grant funds available.

The evaluative criteria and their respective weights are as follows:

- **Impact (40%)** – Overall impact of the project on the Ione Main Street District. Are inappropriate design elements removed? Will the project eliminate what was previously a liability for the commercial district? Does the project seek to restore the historical or architectural significance of the building? Does the project fall into a priority-funding category?
- **Financial Leverage (15%)** – While we offer a maximum of 1:1 matching grant, projects that leverage more private investment will be graded higher than those seeking the maximum match.
- **Cost/Schedule (15%)** – Is the project feasible from a cost and schedule point-of-view?
- **Sustainability/Permanence (15%)** - How permanent is the improvements (signs are more interchangeable than new glazing, for example) and is there a maintenance plan for improvements? Does the business own the building? If not, how much time remains on the lease?
- **Community Contribution (15%)** – Is the applicant a good neighbor? Is the area around the business kept clean and free of debris on a consistent basis? Does the business participate in organized City promotions or other community based activities? Does the applicant actively promote downtown Ione and their own business?

Are there any design guidelines?

Yes. The City is looking for façade projects that protect the historic integrity of the building and improve the overall appearance of the downtown area. The goal is to return the building facades in the downtown area to their appearance following their initial construction. We also recognize that some buildings may have a different period of architectural significance that supersedes the original construction appearance.

Projects will consider the impact on the preservation of the historic fabric and character of the building; are original features being retained and repaired, are historic materials being used? For example, we would not support the installation of vinyl siding, but would support the repair and repainting of original wood siding.

Projects should draw upon the history and architecture of the building, but should reflect the current use. We are not trying to recreate some past time in the history of Ione; instead we are trying to draw upon the architectural and historic distinctiveness of the



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downtown as a means to move Ione into a vibrant future. We strongly encourage creative new uses for the existing building stock. (Clark's Corner is a good example of a preserved building with a new use.) We also encourage modern yet compatible awnings, signage, lighting and other fixtures to enhance the appearance of storefronts and downtown.

Please refer to the Zoning Codes for direction on signage, awnings, façade improvements and other aspects of commercial district design. Projects must conform to all appropriate zoning codes.

How does the application work?

Grant funds are disbursed on a reimbursement basis and cannot be issued until the proposed project has been completed. **WORK COMPLETED PRIOR TO LETTER OF COMMITMENT IS NOT ELIGIBLE FOR FUNDING.**

Application Process

1. Applicant may meet with the City Manager and City Planner prior to submitting application. Additionally, staff may provide design assistance/recommendations (free) to applicants depending on the scope of the project.
2. Complete grant application in full. Complete applications will include:
 - Illustrations of the proposed work or architectural drawings
 - Photos of the site and its relationship to adjoining sites
 - Color samples and texture of finish materials, where applicable
 - Landscaping plans, where applicable
 - Contractor proposals – A minimum of two licensed contractor proposals is required. At the discretion of the City, additional contractor proposals may be requested.
 - All building construction plans as may be required by the Building Official and/or City Planner.



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Application

Applicant Name: _____

Business Name: _____

Property Address: _____

Applicant's Phone Number: _____

Type of Façade Improvement Planned (note all that apply). Please attach Supporting Data Checklist.

Signage: Removal New Altered Repaired

Painting: (Approximate Sq. Ft. area): _____

Structural Alterations: _____

Cosmetic Alterations: (Moldings, etc.): _____

Other work: Please specify (Awnings, etc.): _____

Total Cost of Project: _____

Amount Requested: \$ _____

Not to exceed \$2,500.00

I hereby submit the attached plans, specifications and color samples for the proposed project and understand that these must be approved by the City of Ione. No work should begin until I have received written approval from City of Ione. I further understand that the project must be completed within three (3) months and that grant monies will not be paid until the project is complete. I agree to leave the completed project in it's approved design and colors for a period of five (5) years from the date of completion.

Signature of Property Owner

Signature of Business Owner

Date: _____

Date: _____



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Supporting Data Checklist for Applicants

Please submit this checklist as part of your application

SIGNS:

- Provide a color rendering of the design chosen
- Include specifications as to the size and width of the sign.
- Note how and where the sign will be hung on the building
- Submit a written estimate from a sign company
- Submit written verification that design and size comply with City codes.

PAINT:

- Provide samples of the colors chosen
- Mark which color will be body color and which will be accent colors.
- Note where each color will be used.
- Submit written estimate from painter of your choice.

AWNINGS:

- Provide information about color and style of awning chosen.
- Note where awning will be placed on building.
- Submit written estimate.
- Submit written verification that design and size comply with City codes.

Awning selection must take into account the architectural style of the building.

MAJOR FAÇADE ALTERATION:

- Provide a rendering of major changes, including paint and awning colors where applicable.
- Submit a written estimate from contractor.

ALL PROJECTS PROPOSED BY TENANTS

- To be eligible for a direct grant, tenants need to provide a notarized Authorization for Work from the property owner.
- Submit signed Hold Harmless Agreement (see attached).
- Submit copy of current Occupational License and Certificate of Use.



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Grant Procedures

1. Fill out application and checklist and submit one copy to the City of Ione, City Manager's Office with supporting data by the first of the month. (See attached sheet for required supporting data checklist).
2. Staff and the Economic Restructuring Committee will review the project and submit the package to the City of Ione with their recommendation.
3. Projects will be reviewed by the City of Ione when they are submitted.
4. Once the City has approved the project, written notice will be delivered and work can begin. No work should start until written notice is received.
5. Grantee is responsible for obtaining any permits required to do the project. Cost of permitting cannot be part of grant funding.
6. When the project is complete the City of Ione will reimburse grantee for 50% of an approved façade bill with City of Ione maximum contribution being \$2,500.00.
7. Grantee must submit a paid bill for reimbursement together with an affidavit from the contractor certifying the work, as submitted, is complete. Any unapproved changes will void the Grant. If Grantee decides to change the project after approval they must contact the City of Ione City Manager's Office.
8. The City of Ione reserves the right to grant additional money to targeted projects that they believe will have a significant impact on the area.
9. Staff will be available to offer any assistance needed and may seek outside guidance on any project being considered for the grant program.



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RELEASE AND HOLD HARMLESS AGREEMENT

Release executed on the _____ day of _____, 20__, by (Property Owner) _____ and (Tenant if Applicable) _____, of (Street Address) _____,

City of Ione, County of Amador, State of California, referred to as Releasor(s).

In consideration of being granted monies for restoration, modifications, signage, or other physical changes to the property located at the above address, the Releasor(s), understands that they are solely responsible for providing their own contractors, and to assure that those contractors are fully insured and licensed and have obtained all necessary permits in accordance with City regulations. The Releasor(s) waives, releases, discharges, and covenants not to sue the City of Ione for loss or damage, and claims or damages therefore, on account of any work that has been performed in accordance with City or State guidelines.

Releasor(s) agrees that this release, waiver, and indemnity agreement is intended to be as broad and inclusive as permitted by the laws of the State of California and that if any portion of the agreement is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

Releasor(s) further states that it has carefully read the above release and knows the contents of the release and signs this release as its own free act.

Releasor's obligations and duties hereunder shall in no manner be limited or restricted by the maintaining of any insurance coverage related to the above referenced event.

This release contains the entire agreement between the parties to this agreement and the terms of this release are contractual and not a mere recital.

Dated this _____ day of _____, 20__.

Property Owner Signature

Witness

Please Print

Please Print Witness Name

Tenant Signature (if applicable)

Witness

Please Print

Please Print Witness Name