



312 FORREST AVENUE ♦ ANTIGO WI 54409

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CITY OF ANTIGO DOWNTOWN FAÇADE GRANT

PROGRAM OBJECTIVES AND CRITERIA

Attractive building facades support and encourage local businesses. They have a large effect on the attractiveness and marketability of the surrounding area. The Downtown Antigo Façade Improvement Grant Program is designed to provide financial assistance to property owners or tenants looking to improve or restore the original historic features of the physical external appearance exclusively of the front and rear of commercial businesses ultimately enhancing Downtown Antigo. The \$20,000 Grant fund is made available through Tax Incremental Financing District Four (see attached map).

PROGRAM OBJECTIVE

Restoring, or substantially beautifying, or enhancing the entire façade or elevation of a downtown Antigo commercial building.

Applicant Eligibility Requirements

Property owners or tenants of service or commercial/mixed-use structures located within the downtown Central Business District are eligible to apply. In the case where the leaseholder is the applicant, the permission of the property owner is required.

All existing commercial, service or mixed –use buildings within the district (see map) are eligible to receive funding. Property taxes and other City accounts must be current.

Eligible Improvements

All grant funded improvements are for the external front and rear façade and must be permanent and fixed in type and/or nature. Improvements must meet all City of Antigo code requirements including zoning, building and safety codes. The applicant must obtain all necessary permits and pay any corresponding fees.

The City of Antigo’s Economic Development Committee reserves the right to determine the eligibility of all items in a project’s scope of work. Eligible items include, but may not be limited to:

- Façade Rehabilitation
- Door and window repair and replacement
- Exterior painting
- Masonry cleaning and /or repair
- Awnings
- Lighting
- Shutters
- Gutters
- Hardscape services: decks, fountains, patios, etc.
- Signage

Ineligible Improvements

- Cost of new construction, repair or replacement of a new roof unless it is a significant architectural element of the building and is visible from street level in the immediate vicinity of the building.
- Work that principally involves minor repairs, painting or maintenance
- Billboards
- Landscaping
- Removal of architecturally significant features
- Paving
- Sandblasting
- Purchase of property
- Inventory and operating capital
- Any activity completed prior to receiving final approval of grant funds
- New construction or additions that would increase space.

Buy Local

Whenever possible, Applicants are strongly encouraged to use local contractors to complete all tasks associated with their renovation. This will not only help garner support to continue this program, but more importantly help boost our local economy.

Application review process

In order to qualify, applicants cannot start on their project until after receiving the necessary approvals. If work begins before application or approval, the City cannot fund the project with Façade Improvement Grant funds.

1. Applications must be submitted to the Economic Development Corporation. An application from a tenant must include a copy of the lease and written approval from the owner.
2. The applicant must submit photographs of the facades to be improved.
3. A Team may visit the site to discuss the proposed improvements. If the proposal meets the requirements of the Façade Grant Program, a Conditional Letter of Approval will be sent to the owner/tenant. This letter may require modifications or changes to the original proposal.
4. If the application is conditionally approved, the owner/tenant may be required to prepare and submit cost estimates and drawings of the proposed work, in order to obtain final approval.
5. The applicant must obtain permits for the required work.
6. Applicant must provide proof of matching documentation before drawing out grant funds.

Evaluation Criteria

The City of Antigo's Economic Development Committee's decision to accept an application will be based on available funds, the merits of the proposed project, and the support it provides to the general beautification of Downtown Antigo. **All approved projects will meet the criteria presented in this document.**

- Appropriateness to the original, historic façade of the building
- Significant improvement of the visual appearance of the building and surrounding area
- The level of investment being made to the property
- Collective participation of adjacent property owners, if applicable
- How it relates to the overall existing architecture

Grant Award

Grants will be awarded on a first-come, first-serve basis; and will be awarded based on the Evaluation Criteria. This is a reimbursable program. For every \$3 that the applicant spends, they can be reimbursed \$1 of grant funding to a maximum of \$3000 per applicant. The applicant must use private, non-City, funds to match the City's grant. If funding is not approved, applicants are encouraged to reapply during a future grant cycle.

CITY OF ANTIGO
FAÇADE IMPROVEMENT GRANT PROGRAM APPLICATION

Applicant: _____ Phone: _____
Business Name: _____ Email: _____
Business Address: _____
Property Owner: _____
Address: _____
Definition of Project Scope: _____

PROJECT BUDGET

List Individual Project Elements (Awning, sign, painting of trim, etc.)

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
Total:	_____

REQUIRED ATTACHMENTS

- Photographs of façade to be improved
- Copy of lease, land contract, or deed
- Written authorization from landowner if tenant is the applicant
- Bids, estimates, contracts, design drawings, if appropriate

APPLICANT'S CERTIFICATION

The Applicant certifies that all information in this application and all information furnished in support of this application is given for the purpose of obtaining a grant under the City of Antigo Façade Grant Program and is true and complete to the best of the applicant's knowledge and belief.

Signature: _____ Date: _____
Signature: _____ Date: _____

Please send this completed application and accompanying materials to:
The Economic Development Corporation
Attn: Chris Berry
312 Forrest Avenue, Antigo WI 54409
715-623-5123 (p)
cberry@co.langlade.wi.us langladecounty.org