

AUG 22 2008

RESOLUTION NO. 693

**To Use LB-840 Local Option Sales Tax Revenues  
Under the approved Economic Development Plan**

**WHEREAS**, the City of Fairbury, Nebraska, has adopted an "Economic Development Plan" under the LB-840 (1991) "Local Option Municipal Economic Development Act" for Economic Development programs; and

**WHEREAS**, funds collected under the Economic Development Plan are to be used for projects or programs providing direct or indirect financial assistance to qualifying businesses; and

**WHEREAS**, the Economic Development Review Committee has recommended a program, under specified conditions, developed to stimulate the local downtown business climate; and,

**WHEREAS**, the City Council of the City of Fairbury, Nebraska has conducted a public hearing upon the proposed use of \$18,000 in LB-840 financing,

**NOW, THEREFORE, BE IT RESOLVED** by the City Council, that the "Downtown Design Challenge Grant Program" is approved as attached and the obligation of funds is approved according to the recommendations of the Economic Development Review Committee.

Passed and adopted on the 5th day of August, 2008 by the City Council of Fairbury, Nebraska.

*LaVeda L. Fry*

LaVeda L. Fry, Mayor

ATTEST: *Sharyl Preston*  
Sharyl Preston, City Clerk



# FAIRBURY DOWNTOWN DESIGN CHALLENGE GRANTS

## *FOR STOREFRONT AND FAÇADE IMPROVEMENTS IN THE FAIRBURY DOWNTOWN HISTORIC DISTRICT*

### GRANT PROGRAM OVERVIEW

The City of Fairbury LB840 fund offers matching grants for storefront and façade improvements in the downtown business district up to a maximum amount of \$3,000.00 per storefront. Design challenge grants are intended to stimulate private investment in the revitalization of downtown architecture and to foster image-making improvements to downtown commercial properties.

Funding for the Fairbury Downtown Design Challenge Grant Program is provided from the Local Option Sales Tax Program (LB840). Grants are made in accordance with the Fairbury Downtown Design Challenge Grant policies and are in conformance with all applicable state and local requirements. The City of Fairbury administers the Program under the contract.

### PROGRAM OBJECTIVES

Fairbury Downtown Design Challenge Grants are intended to stimulate private investment. The Program seeks to preserve and restore original downtown architecture and to foster image-making improvements to all downtown commercial properties located in the historic district.

Projects must achieve visible results that enhance economic vitality.

Design Challenge Grants have the following specific objectives:

- Reduce or eliminate vacancies in the core downtown, and promote adaptive reuse of commercial properties
- Bring substandard building conditions into compliance with basic health, safety, and building codes and enhance the visual appeal of downtown businesses.
- Facilitate compliance with federal ADA accessibility requirements.
- Assist with the preservation of original and/or historic commercial buildings and assure that such buildings are rehabilitated in an appropriate manner.

Grant applicants are encouraged to use the services of design professionals to facilitate compliance with the design standards. Of the maximum Grant dollars (\$3,000.00) ten percent (10%) or Three Hundred dollars (\$300.00) may be used for design assistance.

### PROJECT AREA

The project area shall be the Fairbury Downtown Historic District, as identified by the National Trust for Historic Preservation.

## ELIGIBLE APPLICANTS

Any person or other legal entity owning commercial property in Fairbury's downtown historic business district is eligible to apply. Special arrangements can be made for merchants who lease buildings. Qualifying commercial properties include single-purpose retail and office buildings, and mixed-use buildings containing combinations of retail, office, and residential apartments. Single-purpose apartment buildings are generally not eligible for design grants; however, individual proposals will be considered on a case-by-case basis.

- **Façade** shall be defined as that part of the building facing the street(s), including the entirety of the building from the ground up.
- **Storefront** shall be defined as having its own unique entrance, interior space, and display window.

In cases where more than one storefront exists within the same façade, each storefront can receive its own grant for eligible grant activities.

Property owners with multiple properties – must submit separate grant applications for each property owned.

## STATE AND LOCAL REGULATIONS

All rehabilitation work financed in connection with the Design Challenge Grant Program must conform to the applicable requirements of the City of Fairbury's codes and regulations. All inquiries shall be directed to:

Fairbury City Administrator  
614 D Street  
Fairbury, NE 68352  
402.729.2476

## TERMS OF GRANT AWARD

Fairbury Downtown Design Challenge Grants are awarded on a 50-50 matching cost basis. The Maximum Design Challenge Grant that may be awarded is \$3,000.00 per storefront for projects costing \$6,000.00 or more. Grants are made on a cost reimbursement basis, following a process of application, design review and approval, and construction. Receipt of Grant awards is contingent upon submittal of construction invoices from bona-fide contractors or tradesmen.

## ELIGIBLE ACTIVITIES

Major maintenance, repair, rehabilitation, and restoration of **commercial storefronts and facades** are eligible activities. Projects must achieve visible results that enhance Fairbury's downtown image, marketability, and economic vitality.

# DESIGN STANDARDS

Project activities should attempt to encompass the following:

- The property should be used for its original or historical purpose or be placed in a new use that requires a minimal change to the defining characteristics of the building and its site and environment.
- The historic character of a property should be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property should be avoided.
- Each property should be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings should not be undertaken.
- Most properties change over time. Those changes that have acquired historic significance in their own right should be retained and preserved.
- Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property should be preserved.
- Deteriorated features should be repaired rather than replaced. Where the severity of the deterioration requires replacement of a distinctive feature, the new feature should match the old in design, color, texture, and other visual qualities, and if possible, materials.
- New additions, exterior alterations, or related new construction should not destroy original materials that characterize the property. The new work would be differentiated from the old and should be compatible with the massing, size, scale, and architectural features to protect the original integrity of the property and its environment.

Recommended activities for Grant awards include the following, but are not limited to those listed.

- Brick and Stone Masonry – Structural repairs, cleaning, repointing, and painting
- Architectural Metals - Repair, cleaning, refinishing, painting, duplication, and restoration of exterior building
- Components, e.g. cast iron, pressed tin.
- Doors and Upper Story Windows - Maintenance, repairs, replacement and restoration of window sash,
- Exterior doors and installation of storm windows in conjunction with other significant façade Improvements.
- Exterior Woodwork – Maintenance, repair, rehabilitation, and restoration of sills, window and door frames, bulkheads, storefront and roof cornices, window hoods, decorative moldings.
- Storefronts – Removal of inappropriate coverings and additions, maintenance, repair, rehabilitation, and restoration of display and transom windows, and lighting.

- Signage - Maintenance, repair, removal, and replacement in connection with real property improvements.
- Painting – Surface preparation, cleaning
- Awnings – Installation, repair, and maintenance of fabric awnings in connection with improvements.
- Design Assistance – Architectural, historical preservation, and graphic design services.
- Lighting – External lighting fixtures both for signage and building lighting.

## **REVIEW AND APPROVAL**

All Design Challenge Grant applications and completed projects are subject to review by the appointed “Historic Preservation Commission” and approved by the Fairbury City Council as a condition of the grant award.

Grant awards shall be on a first come – first served basis. Any and all disputes shall be resolved by the “Historic Preservation Commission” as appointed by the City Council.

## **APPLICATION PROCEDURES**

1. Meet with the City Administrator and the LB840 Administrator:
  - Bring a current photo of your property
  - Receive application
  - Discuss your plans for the property
  - Understand the property’s original/historical architecture
  - Create a rudimentary sketch of the work to be accomplished
2. Complete application:
  - Secure architect or design service, if needed.
  - Get two (2) cost estimates for work to be completed
  - Complete and sign all sections of the application
  - Return application to Fairbury City Administrator
3. Grant approval:
  - The “Historic Preservation Commission” will review application and either recommend for Fairbury City Council approval or refer questions or concerns to property owner
  - Council votes on completed applications

- City Clerk's office will provide written approval to the applicant

4. Execute project:

- Work cannot begin until the contract document is signed by both parties
- Work must comply with approved project description
- Project must be completed within designated time frame

5. Finish project:

- Once project is completed, send an "after" photo, copies of the receipts and proof of payment for materials and labor to the Fairbury City Clerk's office.
- Within one month of receiving copies, City of Fairbury will reimburse the property owner in accordance with the terms of the grant.
- Completed work must be in accordance with approved description of project to be eligible for reimbursement.
- Work not completed in accordance with the approved project description may be denied payment.