

Main Street Chillicothe

Façade Renovation Application

***DO NOT START CONSTRUCTION PRIOR TO GRANT APPROVAL FROM
MAIN STREET CHILLICOTHE**

FAÇADE IMPROVEMENT PROGRAM

Main Street Chillicothe

514 Washington St. – Chillicothe, MO 64601 – 660.646.4071 –
660.646.5571(f)

GENERAL GUIDELINES

1. Preference may be given in the following situations
 - a. Buildings that will keep the historical integrity
 - b. Buildings that contain retail uses over those that contain other businesses
 - c. Coordinated efforts of contiguous properties over individual properties
 - d. Front façade projects over other parts of the building
 - e. Renovation projects over new construction
 - f. Commercial/income-producing buildings over those owned by public agencies
2. New property owners are encouraged to apply
3. New business tenants are encouraged to apply
4. **Approved contractors and materials must be used.**
5. At the Matching Grant Committee's discretion, exceptions to any of the guidelines may be approved due to special conditions or situations.
6. For projects exceeding \$10,000 in total cost, it is highly recommended to obtain more than one bid.
7. Applicant must keep up the general, approved appearance of the building for 5 years after façade renovation grant has been approved.
8. **DO NOT START CONSTRUCTION PRIOR TO GRANT APPROVAL.**

PROJECTS ELIGIBLE FOR FUNDING

1. Exterior painting
2. Removing inappropriate or incompatible exterior finishes/materials.

3. Restoring exterior finishes and materials.
4. Recessing/reconfiguring of existing doors and entrances.
5. Repairing or replacing existing storefront window systems.
6. Signs (new, repairing, replacing and removing).
7. Exterior building and sign lighting, display area lighting.
8. Awnings; new, repairs or replacement of existing.

APPLICATION, APPROVAL AND REIMBURSEMENT PROCESS:

Matching grants of up to a maximum \$5,000 may be awarded, dependent upon the availability of budgeted funds through CDC.

An additional \$2500 may be awarded for development of the building, resulting in \$7500 in available funding. Eligible projects include but are not limited to: upper-story development, complete renovation of first floor for an incoming business

This program is a step process:

1. Applicants asking for consideration must be investors of Main Street Chillicothe and have paid their \$50.00 yearly investment.
2. Applicant contacts the Chillicothe Main Street office and obtains the necessary paperwork. The paperwork will include: General Guidelines and Information for Property Owners, Preliminary Matching Grant Application, and General Conditions and Contract for Applicants.
3. Applicant must read all guidelines, conditions, and forms prior to submission.
4. "Façade Improvement Program Preliminary Matching Grant Application" must then be filled out and submitted to the Main Street Chillicothe office. With the application there should be pictures accompanying that shows the current conditions of the building, as well as what the proposed renovation is to look like and estimated costs of the project.
5. After pictures and application are received, they are then turned over to the Main Street Design Committee for review. This committee either accepts proposal; rejects proposal;

or make recommendations for change.

6. If Design Review Team accepts proposal, they make a recommendation for final approval to the Chillicothe Development Corporation (CDC). CDC is the funding source for this particular Main Street program.

7. Applicants are contacted to advise them of the decision regarding their project and the amount of funding being made available to them.

8. The Design Review Committee must review any changes made to the construction plans. Any changes that are contrary to the original intent/proposal for historical restoration may result in the funding being rescinded.

9. Once project has been completed, a financial report showing proof of expenses will be made to the Director of Main Street. Examples area: canceled checks, paid invoices, contractor's sworn statements, sub-contractor's waivers of lien, etc. Reimbursements will be based on actual project costs, not including "in-kind" labor or donated materials.

10. Renovation projects must be started within three months of the time of approval and completed within six months.

11. DO NOT START CONSTRUCTION PRIOR TO GRANT APPROVAL.

Ineligible Expenses Include:

1. Expenses incurred prior to receipt of project approval.

2. Improvements other than façade such as site improvements, parking lot improvements, sidewalks, landscaping work, etc.

Any questions regarding the Façade Matching Grant Program should be directed to the Main Street Chillicothe office (660-646-4071).

MAIN STREET CHILLCOTHE
Façade Improvement Program
Preliminary Matching Grant Application

Name of Applicant _____

Name of Business _____

Address of Business _____

Phone # _____ FAX# _____

Applicant is: ____ Property Owner ____ Business Owner ____ Other

When does your lease expire? _____

Length of time at present address: _____

Property Owner's Name

(If Different than Applicant) _____

Note: If you are not the property owner please have the owner or authorized representative cosign

this application where indicated in the General Conditions.

Proposed Façade Improvements

Please describe the proposed improvements to the property. Include **two color photos** showing the existing building conditions. If you have any additional building information such as measured plans or site plans or architectural documentation for improvements such as sketches or construction costs, please include them with the application.

Description of proposed improvements (e.g. new doors/windows/signs/lights/paint):

_____ \$ _____
_____ \$ _____
_____ \$ _____
_____ \$ _____
_____ \$ _____

Total Estimate Amount:

Estimated Amount to be paid by Property Owner: \$ _____

Estimated Amount to be reimbursed to Applicant: \$ _____

Office Use Only

Paid Invoices Received: ___/___/____ *Total Paid Inv. Amount:* \$ _____

Date Reimbursed: ___/___/____ *Amount Reimbursed:* \$ _____

Check #: _____

Revised 7/09

MAIN STREET CHILLICOTHE

Façade Improvement Program General Conditions

1. I, the applicant, have read the "Façade Renovation and Improvement Guidelines for Merchants and Property Owners in the Downtown Historic District" and understand the criteria for approval of my application.
2. I further understand and agree that this is a "GRANT PROGRAM" and that this is not a guarantee of acceptance for funding. I further understand that the process for acceptance is in three (3) stages. These stages:
 - I. Reading and acknowledgement of all of the conditions\criteria as set out by Main Street Chillicothe and Chillicothe Development Corporation.
 - II. Application, pictures, and concept are submitted to Main Street and reviewed by a designated Design committee. This committee either accepts or rejects the proposal. If rejection occurs, it does not become a debatable issue as they have

authority to accept or reject OR make further recommendations.

III. If application is accepted by the Main Street Chillicothe Design Committee, recommendation is then given to the Board of the Chillicothe Development Corporation for final approval. CDC is the funding entity for this program.

3. It is expressly understood and agreed that the applicant shall be solely responsible for all safety conditions and compliance with all safety regulations, building codes, ordinances, and other applicable regulations.

4. It is expressly understood and agreed that work completed prior to final approval is ineligible for funding.

5. It is expressly understood and agreed that the applicant will not seek to hold Main Street Chillicothe, Inc. and/or its agents, employees, officers and/or directors liable for any property damage, personal injury, or other loss related in any way to the Façade Improvement Program.

6. The applicant shall be responsible for maintaining sufficient insurance coverage for property damage and personal injury liability relating the Façade Improvement Program.

7. The applicant agrees to maintain the property and improvements, including but not limited to promptly removing graffiti, sweeping and shoveling in front of the property. There shall be no material changes to or adding to the façade, front, or awning of such building without approval of the Main Street Director.

8. The applicant agrees to return a pro-rated amount of the grant money received if the improvement is removed within two (2) years.

9. The applicant authorizes Main Street Chillicothe, Inc., to promote an approved project including but not limited to displaying a sign at the site, during and after construction, and using photographs and descriptions of the project in Main Street's materials and press releases.

10. Use a current application form! Main Street Chillicothe reserves the right to make changes in the guidelines of the Façade Improvement Program, between projects.

11. I understand that before consideration can be given for funding; those applying must be investors of Main Street Chillicothe (\$50.00\yr).

Signature of Applicant _____ Date _____

If the applicant is not the property owner, please have the property owner or an authorized representative review the application and sign below.

As owner of the property at _____ I have reviewed the above application and authorize the operator of _____ at said address to perform the façade improvements described above as part of the Main Street Chillicothe Façade Improvement Program.

Signature of Property Owner _____ Date _____

Construction

Copeland Development
101 Vine St.
Chillicothe, MO 64601
660-707-1412

Case Contracting LLC
1039 International Rd
Chillicothe, MO 64601
(660) 646-3944

Brad Schuler
(660) 973-3552

Hillside Construction
(660) 339-7506

TNT Construction
(660) 247-0131

Roger Putnam
(660) 646-2687

MCR Mid-Continental
Chase Halsey
Fort Scott, KS 66701
620-223-9166
(Strand Apartments)

Watertight Restoration, LLC
816-248-2790
(Court House & Library)

Susan Richard Johnson and Associates.
Kansas City, MO 64106
816-474-0900

They are an architectural firm that specializes in historical buildings and historic tax credits.

Electrical

Bill Reihner
Reihner Electric
310 Mansur St.
Chula, MO 64635
(660) 973-6478

Stucco

Jay Romesburg
Romesburg Plastering
(816) 271-3716

Roof Work

Aaron Baker Construction
Chillicothe, MO
(660) 214-0404
(Will also do other general contracting work)

Dean Peyton-Roberts Contracting
700 Ann St. #2
Chillicothe, MO
(660) 646-6402

Evergreen Roofing & Coating
Aaron Balsbaugh
6159 LIV 516
Chillicothe, MO 64601
(660) 334-1990

Brick Work

Damon Stonger
504 ½ Washington St.
Chillicothe, MO 64601
(816) 508-0931

Nick Urfer and Nick Lawson
(660) 973-4934 and (660) 223-6831

Hueffmeier Brick Laying
22654 Highway 5
Linneus, MO 64653
(660) 895-5126

Awning

KC Tent & Awning
Kansas City, Mo 64108
816-472-8368

Chad's Awning
1417 E Boonville St, Sedalia, MO 65301
(660) 826-1123

Painter

Jacob Duncan
(816) 277-8342
jacobduncansart@gmail.com

Signage

Ray DuPuy
10612 Old Highway 190
Chillicothe, Mo 64601
Home: (660) 707-1159
Cell: (660) 973-0108

Same Day Signs
(660) 646-1551
(660) 233-2665

Impact Signs
22705 N. Hwy 65
Sedalia, MO 65301
Website: www.impact4800.com
Email: info@impact4800.com
(660) 829-4800

Grant Writing/Fund Consulting

Community FundWorks
Steve Holt
(660) 973-6655

Interior Design

Ben Rodewald
Marathon Building Environment
1715 Paris Road
Columbia, MO 65201
(573) 875-7155

Guttering

Cranmer's Seamless Guttering
301 Calhoun St.
Chillicothe, MO 64601
(660) 646-2298

Plumbing

Edd's Plumbing
11334 Liv 233
Chillicothe, MO 64601
(660) 646-1761

Day and Night Plumbing
1605 Maple Street
Chillicothe, MO 64601
(660) 240-8600

Skipper's Plumbing
281 NW 90th Street
Spickard, MO 64679
(660) 973-9793

Window/Glass

Custom Glass
419 Washington St.
Chillicothe, Mo 64601
(660) 646-0935

Sargent's Glass
122 Wilson St.
Chillicothe, MO 64601
(660) 646-4491

Re-View Window and Door Restoration
1235 Saline St.
N. Kansas City, MO 64116
(816) 741-2876

Floor Installation/Restoration

Daniel Smith
(913) 205-3104