

## **COMMERCIAL FAÇADE IMPROVEMENT GRANT PROGRAM**

The Emeryville Redevelopment Agency's Façade Improvement Grant Program was established to assist with the physical revitalization of San Pablo and Park Avenues through a matching grant for facade improvements such as painting, signs, and awnings on commercial properties.

The matching grant comes in the form of a reimbursement from City of Emeryville Redevelopment Agency after all façade improvements have been completed.

### **PROGRAM GUIDELINES**

#### **Façade Grant Program Eligibility**

All commercial facades (exceptions below) which are either currently located on, or are planning to locate to, San Pablo and Park Avenues in Emeryville are eligible for this program.

Ineligible businesses are gun stores, liquor stores, pornography stores, massage parlors, pawn shops, check cashing businesses, cigarette stores, video game and gambling establishments.

#### **Matching Grant**

If the applicant uses a contractor, the amount of the reimbursement is 75% of the total costs of the façade improvement, including soft costs, up to a maximum grant amount of \$75,000.

If the applicant performs the work himself or herself without a licensed contractor, the amount of the reimbursement is 100% of the cost of the materials, not to exceed a maximum dollar amount of \$75,000. The façade improvement must be of a high quality and be designed by a licensed architect.

Reimbursement under both circumstances occurs after completion of the façade improvement, and confirmation by the Agency that the quality of work meets the design plans and specifications approved by the Planning Department.

Example: The total cost for a façade improvement is \$100,000, of which the materials cost is \$50,000. If the property owner elects to have a contractor complete the work, the amount of the reimbursement would be \$75,000. The property owner would be responsible for paying the remaining \$25,000 balance to the contractor. If the property owner elected to do himself/herself without the services of a licensed contractor, the amount reimbursed would be \$50,000

#### **Eligible Improvements and Expenses**

Correction of all code violations is required for improvements utilizing the Façade Improvement Grant Program. Eligible improvements under the Façade Improvement Grant Program include painting, signage, doors, windows, awning, exterior lighting, parapet improvements, plastering, landscaping (capital improvements, not maintenance), professional fees (design, engineering, etc.), and City/County permit fees.

New construction and buildings occupied by ineligible uses (described previously) are not eligible for the program.

#### **Program Requirements**

- Applicant will be required to execute a Façade Grant Program Contract prior to the commencement of façade improvement work.

- In order to receive reimbursement, all receipts must be submitted with proof of payment (i.e. cancelled checks).
- If the applicant is a tenant, he/she must provide written proof of the property owner's approval of the proposed improvements. Written consent may be either in the form of a lease indicating the lessee's responsibility for property renovation or documentation of the property owner's agreement to the proposed rehabilitation.
- Applicant must obtain at least two construction bids. Outreach to minority and women-owned businesses are encouraged.
- Construction of improvements must be completed within 180 days of execution of façade grant contract.

### **Administration**

Program to be coordinated by the Redevelopment Agency. Façade grant applications will be reviewed by Redevelopment Agency staff. Applications are subject to design review by the Redevelopment Agency and, if required, the Planning Department. Design may be modified to reflect program terms.

For façade improvements which do not require approval from the Planning Department (e.g. paint), Redevelopment Agency staff will consult with the Planning Department to approve paint color choices.

Improvements that require a building permit will involve the Planning and Building Department. Once Redevelopment Agency staff has determined that your improvements are eligible under the program, you be contacted directly by the Planning Department for specific submittal requirements. Typically, projects in this program require minor design review and a sign permit, which requires the following information:

- Photo of building as-is
- Plan elevations & simple cross-sections showing proposed improvements/changes, and dimensions
- Samples of lighting, awning materials, windows, sign colors, etc.

After approval from the Planning Department has been obtained (if necessary), the façade grant contract will be submitted to the City Manager for approval if the total amount of the grant is below \$15,000. If the total grant amount is Redevelopment City of Emeryville Redevelopment Agency Board for review and final approval.

### **Loan Financing**

If the applicant requires an amount greater than \$75,000 for façade improvements or desires financial assistance for interior improvements, loan financing through the Redevelopment Agency's [Business Development Loan Program \(link\)](#) may be extended on a case-by-case basis, through approval by the Agency.

### **Further Information**

For further information and to receive a façade grant application, please call the City of Emeryville Redevelopment Agency at (510) 596-4357.

Additional information may be requested by Redevelopment Agency staff as required to complete the application.