



75/25 Downtown Milford Façade Improvement Program

The purpose of the 75/25 Façade Grant is to provide a resource to help businesses and non-residential building owners with their revitalization efforts to stimulate exterior building improvements in a targeted area. Eligible projects will have a positive visual impact in the Downtown District, and shall meet the criteria listed below. Applications which are complete and project-ready shall receive funding priority.

The basis for the award and approval of Façade improvement financial assistance under the program will be the following design guidelines. These guidelines can help you make design decisions for your restoration or rehabilitation, your new structure, or your new building addition. They also are intended to maintain the character and spirit of Downtown Milford and to make your project a success.

Façade Improvement Program funds are available on an on-going or rolling basis until existing funds are exhausted.

The program provides declining balance business loans for eligible projects up to a maximum of 75% of the total approved project costs and shall be matched at a ratio of 3 to 1. No other Town funding will count toward match.

Total program funds may not exceed \$20,000.00 per building or \$30,000.00 per applicant. Property owners provide the balance of the total approved project costs. Owners execute a loan agreement, promissory note, and mortgage for the loan, and agree to maintain the completed project for the term of the loan. Other conditions may apply on a project-to-project basis. Property owners are responsible to pay for all necessary permits, licenses, and variances. The property owner must document that the building complies with the state building code and, where applicable, requirements for handicapped accessibility.

Successful applicants may begin improvements after receiving official grant award notification. No improvements begun prior to award notification will be eligible for reimbursement. Additionally, projects that require Town permits (Building, Electrical, Village Review, Signs, etc.) must be applied for and granted prior to any work commencing. If work proceeds without the required Town permits, Town will withdraw the Façade Improvement grant funds.

Grant Program:

For 2018-2019, \$150,000 has been designated as funds for short-term, 10-year, declining balance business loans for façade improvements within Downtown District as outlined in the latest Beals and Thomas Study. The award cap is \$20,000 per building; \$30,000 per applicant. Applications will be accepted on a rolling basis. The intent of the grant is to restore the buildings in the area and to promote downtown Milford as a pedestrian friendly area.

Eligible Properties:

- All properties that are located within the boundaries of the Downtown District as outlined in the latest Beals and Thomas Study.
- The applicant must be the property owner or a tenant with written permission from the property owner;
- The project must meet all state and local building codes and zoning requirements;
- All façade improvements must follow the principles and guidelines of the Milford Town By-Laws, and the Main Street Milford Design Guidelines to ensure compatibility with the existing downtown, and help to create a uniform and coordinated streetscape that is attractive and functional;
- Priority will be given to rear façade where entrances are accessible and visible from Public Right of Way or/or public parking lot.
- All code violations must be corrected prior to the disbursement of funds on any approved application.

Ineligible Properties:

- Properties that the principal use is residential
- Properties that are tax exempt
- Properties with any outstanding fees or taxes owed to the Town of Milford

Eligible Improvements:

Restoration and rehabilitation of your building's exterior wall(s) which face a public street. Examples of this included the following;

- Back-alley Entrance Wall
- Front Entrance Wall
- Signage*
- Doors and windows*
- Wall treatments (painting, acid washes, etc.)
- Details (light fixtures, awnings, etc.)
- Back-alley Accessibility and Paving*?
- Building additions that meet local building codes and zoning requirements and the principles and guidelines of the Program.

Costs associated with these improvements may only be considered for matching grant funds if they are part of an overall building improvement project.

Ineligible:

- Interior improvements, fixtures and furnishings, or roof repair, not visible from the street;
- Removal of architecturally significant features;
- Purchase of property;
- Inventory or operating capital;
- Any activity completed prior to receiving final approval of grant funds;
- Properties exclusively used as residences.

Historic Buildings:

All structural and decorative elements should be repaired or replaced to match or be compatible with the original materials and design of the building to the greatest extent possible. Buildings, that are an integral element of a historic streetscape, should reflect and complement the character of the surrounding area to the greatest extent possible.

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.

Award Reimbursement:

Reimbursement shall be limited to no more than 75% of the total cost of eligible improvements. All necessary government approvals, building permits, and taxes are not eligible for reimbursement. Projects approved for grant assistance will be required to submit a written request to release the funds upon completion of the entire project. Copies of all invoices and receipts related to the facade improvements must accompany the request for release of funding. Invoices and receipts shall clearly explain the related work (i.e. \$ for square feet of brick cleaning). The Program Design Committee reserves the right to refuse reimbursement in whole or part for work that;

- Does not conform to the program design guidelines.
- Does not conform to the proposal submitted with your application and authorized by the Team.
- Are not completed by June 30, 2019.
- Did not obtain a required building permit for the work completed.

How to Apply:

To be considered for matching grant assistance, please complete the attached façade application and deliver to Main Street Milford at the address listed below. Only applications that contain all required information will be considered for funding.

All applications for assistance will be reviewed by the Program Design Committee to determine the project's compliance with the specific standards contained within this Program Description as well as with other components of the Downtown Master Plan and Design Guidelines.

The Program Design Committee will begin their review of all requests as they are received, and determine which project or projects best meet the Program's objectives. The Committee may then interview the applicant(s) to determine which project(s) will receive matching grant funds to support their proposed project. Following their review, the Committee will notify the applicant(s) of their decision to approve or deny the request.

If your request for financial assistance is approved, you will receive a written notice of the Committee's decision detailing: the amount of funding approved, any terms and/or conditions of the approval, as well as how the funds will be released.

Application Reviews:

First review of applications will begin December 15, 2018.

Town of Milford
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