

# UPDATE NORTH LA CROSSE

## NORTHSIDE FACADE IMPROVEMENT GRANT PROGRAM

### NORTHSIDE FAÇADE GRANT APPLICATION FORM

The City of La Crosse will provide funds to promote facade renovation of commercial buildings, to conserve valuable architecture and to preserve the City's ethnic and cultural heritage as reflected in its historic structures through a Northside Façade Grant. The grant is available to business and property owners located on the north side of the City.

#### APPLICANT INFORMATION

Name(s) \_\_\_\_\_ Telephone \_\_\_\_\_  
Current Address \_\_\_\_\_ Email Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

#### PROPERTY OWNER INFORMATION

Name(s) \_\_\_\_\_ Telephone \_\_\_\_\_  
Years Owned \_\_\_\_\_ Type of Ownership \_\_\_\_\_  
Current Address \_\_\_\_\_ Email Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Property Owners Signature \_\_\_\_\_ Date \_\_\_\_\_

#### PROJECT INFORMATION (costs must be verified by written estimates from contractors)

Name of Business \_\_\_\_\_ Project Owners Name \_\_\_\_\_  
Project Address \_\_\_\_\_  
Type of Business \_\_\_\_\_ Upper Floor Use \_\_\_\_\_  
Architect/Designer Name(s) \_\_\_\_\_ Telephone \_\_\_\_\_  
Current Address \_\_\_\_\_ Email Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Primary Façade Cost: \_\_\_\_\_ Other Façade Cost: \_\_\_\_\_ Total Building Restoration: \_\_\_\_\_

Brief description of the work to be undertaken \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Project Completion Date: \_\_\_\_\_

Please review the Eligibility Requirements on page 2 of the Application Materials and check appropriately:

\_\_\_\_\_ I am applying for grant funding as a business/property owner of a Historic Structure.

\_\_\_\_\_ I am applying for grant funding as a business/property owner of a Non-Historic Structure.

\_\_\_\_\_ I have reviewed and will comply with the Northside Façade Grant Program and Commercial Design Standards.

Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

#### FOR CITY USE ONLY:

Application Date \_\_\_\_\_ Approval Date \_\_\_\_\_ Amount \_\_\_\_\_ Tax ID number \_\_\_\_\_

# NORTHSIDE FACADE GRANT

## ELIGIBILITY REQUIREMENTS

Applicant must be located within the designated Northside District to qualify for the Northside Façade Grant.

Please check each line to indicate acceptance of other eligibility requirements. Work that does not comply with the eligibility requirements is subject to a reduction or retraction of award.

- The design work must be done on the exterior of the building and result in a publicly visible improvement.
- Only work begun **after the grant application has been approved** will be eligible for a grant.
- All design work must comply with the Northside design guidelines.

## HISTORIC PRESERVATION INFORMATION (Required)

**\*You must contact Tim Acklin to verify status and process (608-789-7391 or [acklint@cityoflacrosse.org](mailto:acklint@cityoflacrosse.org))**

Name of Property: \_\_\_\_\_

Property Address: \_\_\_\_\_

Local Historic Inventory: \_\_\_\_\_ State/National Register of Historic Places: \_\_\_\_\_

Potentially Eligible for State/National Register of Historic Places: \_\_\_\_\_ Historic District: \_\_\_\_\_

Verified by: \_\_\_\_\_

## NON-HISTORIC STRUCTURE INFORMATION (Required)

Company Name: \_\_\_\_\_

Name of Owner(s): First \_\_\_\_\_ Middle Initial \_\_\_\_\_ Last \_\_\_\_\_

## RELEASE OF INFORMATION

I hereby authorize the City of La Crosse permission to share all application materials with committees and members who will be reviewing my application. I acknowledge that information provided to the City may be released as part of the program requirements and in the reporting and promotion of the program.

## CERTIFICATE

I hereby certify that all the above statements and attachments submitted hereto are true and correct to the best of my knowledge and belief.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date \_\_\_\_\_

For questions and more information:

Julie Emslie, Economic Development Administrator, City of La Crosse (608) 789-7393 [emslej@cityoflacrosse.org](mailto:emslej@cityoflacrosse.org)

# APPLICATION REVIEW

The application package will be reviewed by the City of La Crosse to determine whether the project should receive a grant and determine the amount of the award. In making the determination, the committee will consider the following factors and may give priority to projects that meet the following criteria:

## REQUIRED MATERIALS FOR APPLICATION

Application packages must include:

- \_\_\_\_\_ A completed application form (pages 1-2)
- \_\_\_\_\_ Written consent from property owner giving permission to conduct façade improvements.
- \_\_\_\_\_ Cost estimate from licensed architect, designer, or contractor.
- \_\_\_\_\_ Photographs illustrating existing conditions.
- \_\_\_\_\_ Historic photographs with dates listed (if available).
- \_\_\_\_\_ Drawings to scale of proposed work/project.
- \_\_\_\_\_ Professional rendered elevations upon request of City staff.
- \_\_\_\_\_ Anticipated construction start and completion date.

## GRANT REIMBURSEMENT

- When all construction work is **COMPLETE**, submit a request for final inspection and façade reimbursement form.
- After final review by the City, if the completed project has met the requirements, the City will release funding to the building owner.
- Reimbursement can be expected in approximately (1) month after the following documentation has been submitted.

### Required Materials for Reimbursement

- Copies of all paid invoices, canceled checks and/or receipts for payment for all of the façade design work covered by grant.
- The invoices must be marked paid, signed, and dated by the consultants. All project expenditures must be paid by check or credit card. Cash payments are not accepted. Invoices should have an itemized breakdown of work done and show the cost of each item (such as X square feet or tuckpointing \$5,000).
- Electronic color photos showing the completed project, photos shall be taken from similar angles/locations as the original submitted photos.
- Construction work must be completed within one (1) year of authorization.

### The City reserves the right to refuse reimbursements in whole or in part for work that:

- Does not conform to the Commercial Design Standards.
- Does not conform to the proposal submitted, reviewed and approved by the facade committee may be partially or totally rejected.
- Does not comply with building codes and zoning will be rejected.
- Is not constructed within 1 year. Since funds cannot be reserved indefinitely, your grant may be subject to cancellation if not completed or significant progress hasn't been made by the completion date. Requests for extensions will be considered only if made in writing and progress towards completion has been demonstrated.

For questions and more information:

Julie Emslie, Economic Development Administrator, City of La Crosse (608) 789-7393 [emslej@cityoflacrosse.org](mailto:emslej@cityoflacrosse.org)