

City of Cheviot, Ohio

2023 Commercial Façade Improvement Grant Program Overview

December 1, 2022

Summary Points

- The program's purpose is to encourage and off-set costs for exterior improvements such as repairing and preserving architectural details; cornice repair and exterior trim work; exterior painting; lighting; signage; awnings; repair/replacement entrances, doors, and display windows; removal of incompatible exterior finishes and materials; restoration of exterior finishes including tuckpointing if the latter is done in conjunction with painting or surface refinishing; etc. for commercial storefronts in the following zone districts: Business A, B, B-OZ, and B-1.
- The County has approved \$150,000 in grant funds for this Program. Accordingly, this is a competitive grant and will be evaluated by 5 criteria: demonstrated need for project, improvement of appearance of building, serves as a stimulus or generator for improvements to nearby buildings, overall impact of the project on the business district, and if this is part of a larger façade improvement beyond the grant request.
- The Program is based on an 80:20 matching grant. The grant is for a **minimum project** of \$5,000 (owner provides 20% of funding) and a **maximum project** of \$30,000 (owner provides 20% funding). For example, if a project's total cost is \$10,000, the grant will provide \$8,000 and the owner will provide \$2,000
- The City shall reimburse the owner for the cost of improvements to the owner's property at the rate of eighty percent (80%). The improvement costs, which are eligible for City reimbursement, include all labor, materials, and equipment for the proper execution of the work as shown on the plans, design drawings, specifications, and estimates approved by the City.
- The construction and budget of the proposed work shall be done by an independent and qualified contractor to ensure accurate and honest estimates, as well as satisfactory work performed.
- There is no application fee.
- Applications (the and the Agreement) must be completed in full and submitted to the City by **4:00 pm on Friday, Jan. 27, 2023**.
- Project must be completed by October 1, 2023.

Process

- Obtain the (a) Cheviot Façade Improvement **Application** and (b) Façade Improvement **Agreement**. Thoroughly read all expectations, policies, and requirements to ensure your project is eligible and that you follow all steps. **Any expenditures or work done before City approval will not be paid for.**
- Submit the **Application** to the City. Once approved, the **Agreement** will be required.
- Consult with a reputable contractor who has direct experience with proposed work, and develop a detailed budget for all individual construction work items.
- The City Façade Improvement Program Committee will review, make determination on eligibility, and award appropriate amount based on criteria outlined in the Agreement.
- If application is approved, City will sign Agreement, and provide a copy for applicant's records.
- Applicant may proceed with work once approved and they have received building permit approvals.
- Upon completion, applicant schedules an inspection with City staff to verify approved work was properly done. Applicant to also submit final paid invoices with proof of payment.
- The City will reimburse applicant for approved costs, upon County releasing available funds for each project.
- Email any questions to: tbraun@cheviot.org or call 513-661-2700.