

MEMORANDUM

To: William T. Lichter, Village Manager

From: David A. Hulseberg, AICP, Assistant Village Manager/Director of Community Development

Date: October 4, 2007

Subject: **Downtown Improvement and Renovation Grant Program**
524 E. St. Charles Place - Parcel Number: 06-05-427-001

The Village received a request for a grant in an amount not to exceed \$50,000 for facade improvements relative to the property mentioned above.

BACKGROUND

The purpose of the Downtown Improvement and Renovation Grant Program is to increase the economic viability of Downtown Lombard by improving the aesthetics of the buildings, improving signage, and increasing the availability and ease of parking. This Program, originally approved in July, 1998, is intended to support the Village's plans to maintain a quality downtown. In 2004, this program was extended to the Lombard/St. Charles Road TIF 2 East District.

Approved applications for the Downtown Improvement and Renovation Grant Program are eligible to receive up to a fifty percent (50%) matching grant. Grants up to \$10,000 are approved administratively by the Director of Community Development. All grants above \$10,000 must be approved by the Village Board. The maximum grant amount is \$50,000. Requests for grants above \$50,000 will be considered on a case-by-case basis.

PROPOSAL

An application for the Downtown Improvement and Renovation Grant Program has been submitted for the building located at 524 E. St. Charles Place (Lombard Hobbies). Proposed building plans have been submitted as part of the application. The improvements include modifications to the façade with a new standing seam metal roof that will match improvements to the Poolside Dogs building (506 E. St. Charles Place). A new storefront façade with a brick arcade and new wall signage are also proposed. This property has already been granted building setback variations and sign variations that will allow the proposed improvements to meet Village Code requirements.

The applicant is eligible to receive a grant in an amount not to exceed 50 percent of the eligible project costs from the Improvement and Renovation Grant program. Typically, the maximum

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grant amount is \$50,000. However, larger amounts may be considered on a case-by-case basis. In this case, the estimated total cost of the improvements is \$144,395.

The Economic & Community Development Committee first reviewed this request at their March 6, 2007 meeting wherein they recommended that the request be continued pending the submittal of cost information. The committee did not meet again until July 10, 2007. Although there was not a quorum present at that meeting, the three members present stated that they had no objection to a grant of up to \$50,000.

RECOMMENDATION

Staff recommends that the Village Board approve an ordinance authorizing a Downtown Facade Improvement Grant in an amount not to exceed \$50,000 for the property located at 524 E. St. Charles Place. Staff is also requesting a waiver of first reading.