

FAÇADE IMPROVEMENT GRANT PROGRAM

Program Overview

The Cañon City Area for Reinvestment Expansion (C-CARE), through the C-CARE Facade Improvement & Energy Efficiency Grant Program, may provide a reimbursement grant of up to 75% of the costs of a qualifying project in an amount up to \$7,500 per property per year. The purpose of the program is for eligible property owners and/or tenant businesses to **upgrade** the appearance of existing storefronts/building facades or primary public entrances in order to help create a positive commercial environment in the City.

The C-CARE Facade Improvement Grant Program is a reimbursement program that is administered annually through a competitive application process and is subject to annual C-CARE funding. In order for a project to qualify for reimbursement, it must receive approval from C-CARE staff prior to commencement of construction. Approved recipients will be required to provide paid invoices of the completed project, which shall be subject to verification and approval, prior to receiving reimbursement funds. *The program does not reimburse sales tax or any permit, application, or design fees.*

The intent of the program is to bring new life to existing building facades or sign structures within the C-CARE Urban Renewal Area by assisting small businesses with improving and upgrading their existing commercial building facades, especially among Historic Downtown Cañon City and along the Highway 50 corridor. By assisting business or property owners with upgrading the appearance of their buildings, the aesthetic environment of Cañon City is enhanced, thus improving the economic vitality for all businesses and the City as a whole.

I. Qualifications & Grant Criteria:

- The applicant shall be the property owner or tenant with a property owner consent letter.
- The building must be located within the boundaries of the C-CARE urban renewal area (Exhibit A).
Reference:
- <https://canoncity.maps.arcgis.com/apps/webappviewer/index.html?id=0f015f7632bc4055bfdeebcd59b6890f>
- Businesses must be in good standing with the City of Cañon City. Any fines, fees or unpaid taxes owed to the City by the property owner and/or business must be paid in full prior to the application being accepted. Any Code Enforcement violations must be resolved prior to approval and execution of the Facade Improvement Grant.
- Businesses must be commercial enterprises. Home-based businesses, residential living facilities and non-profit/tax exempt organizations are excluded.
- Building improvements apply to exterior improvements only. If requesting funding for exterior improvements or landscaping, the building must show significant wear. Certain signs may be eligible under this program, as described below.
- Property must be classified as commercial by the Fremont County Assessor. Tax-exempt properties will not be considered.
- If the property owners or tenants are making the improvements themselves in lieu of hiring a

contractor, only the cost of materials (less sales tax, permits, and application fees) will be considered for reimbursement.

- If the applicant is the tenant or the improvements are tenant specific, a copy of the current lease period shall reflect an expiration of at least two years from the date of the application.
- If the applicant is seeking grant funding for landscaping, all landscaping must be properly maintained for a period of at least two years. Failure to comply with this requirement may result in disqualification for further C-CARE funding.
- Businesses that span/occupy multiple storefronts will be eligible for a maximum of \$7,500 in grant reimbursement.
- Applicants/business owners occupying one side of multiple-tenant buildings are encouraged to work together to file separate applications per business and receive at least one set of estimates to achieve a uniform look for the entire building. This should also reduce the cost per storefront.
- If a multi-tenant building has existing vacancies, C-CARE will require the owner/landlord to provide proof that the space is being actively marketed for lease. The maximum reimbursement consideration shall be \$7,500 per tenant facade/building.
- Applicant must obtain approval of its application **before** construction can begin. Projects under construction or already completed do not qualify.
- Projects must receive all required applicable approvals through City Planning and Zoning, Engineering, and Building Departments and C-CARE. Approval of the work from the City does not constitute approval under this program.
- For budget purposes, projects must be completed by December 31st, of the year in which application is made.

II. Eligible Improvements:

Types of exterior upgrade improvements which are eligible for the reimbursement grant are:

- Painting of building facade
- Gutters and downspouts
- Replace or upgrade exterior deteriorated materials
- Awnings or canopies
- Add, repair or replace parapet walls and/or the addition of architectural details such as cornices
- Replacement of deteriorated exterior doors, entries and windows, especially for the purpose of providing for current handicapped accessibility requirement as defined in applicable building and accessibility code.
- Add, repair or replace arcade/canopy facade, display window lighting, and decorative exterior lighting
- Landscaping and fencing
- Permanent bike racks that serve the entire area and not just a particular building or property
- Replacement of existing non-conforming and/or deteriorated, freestanding monument signs only. To qualify for a replacement monument sign, the applicant must demonstrate that the existing sign is either non-conforming with the current City sign code, or that the replacement sign will be an upgrade and improvement in appearance from the existing deteriorated sign. New tenant signage does not qualify unless, as stated above, the property owner is replacing their existing non-conforming or deteriorated freestanding monument sign with an upgraded, improved sign.
- Rooftop mechanical screening
- Exterior lighting

III. Matching Funds and Establishing Project Costs:

The C-CARE Facade Improvement Grant Program requires that the recipient invest 25% or greater amount towards the improvement efforts. The reimbursement will not exceed 75% of the costs of qualifying project expenses in an amount up to \$7,500 per year per qualifying property. Applicants of older and/or historic properties are encouraged to explore additional sources of match funding, such as state and federal historic tax credits. Refer to <https://www.canoncity.org/512/Historic-Preservation-Commission> for more information about local historic designation.

Applicants must designate one person who will be the primary contact person for the project. The applicant selects the contractor and is responsible for completing any agreements with the contractor for all improvements. C-CARE does not provide assistance with obtaining bids or project management.

For further questions about the program, please contact Rick Harrmann, Cañon City Economic Development Manager at rlharrmann@canoncity.org

IV. Application Period and Requirements

Applications for the C-CARE Façade Improvement Grant program will be accepted in the first quarter of a given year, with applications due by 5:00pm on the last Friday of February. If grant funds remain after all applications have been processed and awarded, further applications will be considered and processed on a first-come, first-served basis.

Applicants must complete and submit the **C-CARE Facade Improvement Grant Application** including:

- Proof of Property Ownership or owner consent letter
- One written estimate.
- Photos and color renderings of the improvement
- Attached answers to all questions in the application

Return application and attachments prior to the beginning of construction to:

Cañon City Area for Reinvestment & Expansion
Economic Development Department
128 Main Street (physical)
PO Box 1460 (mailing)
Cañon City, CO 81212
Or email: rlharrmann@canoncity.org

V. Staff Review, Award and Reimbursement

- Once received, staff reviews and scores the application and approves or denies the request. Approval is based on availability of program funds, qualifications, and eligibility.
- Staff confirms via an Award Letter that the application has been approved for reimbursement.
- Once approved, the business owner must obtain all appropriate City approvals (e.g. Site Plan, Site Plan Amendment, Building permits, sign permits).

- After successful completion of the project, applicant submits proof of payment to all vendors (invoices with zero balance, cleared check, credit card statement, etc.) for the project to rlharrmann@canoncity.org
- Reimbursement will only be made once all payments have been made to the vendor and all work have been completed and inspected.

End of Section

C-CARE Façade Improvement Grant Application

Applicant Information

Business Name _____

Mailing Address _____

Physical Address _____

City _____ State _____ Zip _____

Nature of Business _____

Contact Person _____ Title _____

Zip _____ Phone _____

Email _____ Website _____

Other Businesses/Organizations Participating (if applicable):

Organization Name	Contact	Phone	Email
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Project Information

Description of Project (attach additional information if necessary):

Total Cost of Project: _____ Estimated Project Completion Date _____

Grant Amount Requested _____

Please submit the following documentation with the grant application (Required):

- 1 written estimate from licensed contractor
- Before photos & color renderings of the improvement
- Owner Consent Letter

Scoring Criteria Response

Depending on the number of applications received and the total grant funds requested, this grant application may be subject to the competitive scoring criteria provided above. This section provides you an opportunity to address all of the scoring criteria individually to support your application.

To qualify for this grant, the business must be a Commercial Enterprise. Provide an overview of the business in the space provided.

Is this application complete as defined above? Y / N Explain (max 100 words):

Is this business in good standing with the City? If not, explain what is necessary to return to good standing?

Y / N Explain (max 100 words):

Is this application for more than one storefront? Y / N

If so, is the application being submitted in cooperation with another business owner? Y / N

Please explain:

Are the improvements reflected in this grant application qualified improvements? Y / N

How does this application remediate blight?

Exhibit A

C-CARE Urban Renewal Area

