



CITY OF SANGER
Community Development Department
1700 7th Street
Sanger, California 93657
(559) 876-6300, Ext. 1520

FAÇADE IMPROVEMENT GRANT PROGRAM
GUIDELINES & APPLICATION
CITY OF SANGER

The City of Sanger Facade Improvement Grant Program is designed to encourage building renovations and to improve the appearance of commercial properties located in the City's Downtown. Facade Improvement Grants are provided in recognition of the extremely valuable impact these investments have on the vitality of the City's Downtown. The goal of this program is to stimulate exterior improvements of existing commercial structures through facade improvements. These grants serve a public benefit to the City and its economic well-being.

GRANT AMOUNT & BASIC REQUIREMENTS

The Grant Program will be administered by the City of Sanger, Community Development Department. Under the Grant Program, the City will provide grants of up to a maximum of \$10,000 to qualified property owners wishing to improve the facades of commercial buildings located in Downtown Sanger. Facade Improvement Grants will be fully amortized over a five-year period, with no repayment if the property is operated as a business and properly maintained and is not sold for a period of at least five years.

ELIGIBLE APPLICANTS

Owners of commercial property are eligible to apply for the Grant Program. Property owners may apply for up to \$10,000 for qualified improvements. Property owners including any co-owners must sign a Grant Agreement as a condition of the Facade Improvement Grant.

ELIGIBLE AREA

Commercial properties within Downtown Sanger are eligible for the program. Downtown Sanger is defined as the C-3, Central Commercial Zone Districts, in the adopted 2035 Sanger General Plan. See the attached map depicting the eligible project area.

ELIGIBLE IMPROVEMENTS

Eligible improvements include, but are not limited to:

- **Signs**
- **Doors**
- **Windows**
- **Awnings**
- **Landscaping**
- **Painting**

GRANT AGREEMENT TERMS

Property Owner must operate the business and maintain the property for a period of five years. If property is not maintained and operated for at least five years or is sold within five years, Property Owner must repay the City for the prorated amount.

GRANT AGREEMENT

Receipt of grant is contingent upon execution of a Façade Improvement Grant Agreement by Property Owner which will be recorded. The form of the Grant Agreement will be approved by the City Council. The Grant Agreement will include terms and conditions of the grant and covenants by Property Owner to operate and maintain the business for at least five years. Failure to do so or to sell the property within five years will require that Property Owner repay the grant. The obligations to repay per above shall be a personal liability of Property Owner.

All Façade Improvement Grant Agreements are to be recorded.

APPLICATION PROCESS

- Complete and sign application and submit to the City of Sanger Community Development Department.
- Submit three (3) bids/cost estimates from California-licensed contractors, for the work to be done with indication of bid that Property Owner wants to pursue.
- Submit a Title Report to Property that is less than 90 days old.
- Upon approval of grant application, you will receive a letter indicating grant and amount awarded.
- Submit copy of Construction Contract to Community Development Department.
- Submit construction plans to the City of Sanger Building Division.
- Obtain building permit.
- Pass building inspection.
- After completion of work, request payment.
- Community Development Department staff will examine finished work to ensure compliance with approved grant application.
- Upon completion of work, a check is sent to Property Owner.

FIRST COME, FIRST SERVED

The City of Sanger will accept Façade Improvement Grant Program applications on a first come first serve basis for approval by the Community Development Director. The application forms and a proposed Form Agreement between the Property Owner and City will be reviewed and approved by the City Council. Any applications received prior to final approval of application forms and proposed Form Agreement by the City Council will be allowed to be revised for any necessary material or information brought about by City Council review and approval. Such revisions must be received within ten days.

Revision of any application to satisfy any necessary material or information brought about by City Council review and approval will not change the order of applications received on a first

come first serve basis. However, the order will change if revisions are not received within ten days.

Each application will be reviewed within forty-five (45) days of receipt.

APPEALS

Appeals of a decision of the Community Development Director may be made in writing and submitted to the City Clerk. Appeals will be submitted to the City Council for consideration within thirty-five (35) days of the date appeal was filed with the City Clerk. All decisions of the City Council shall be final.

Construction Requirements

Improvements shall be constructed in a workmanlike, professional manner, consistent with all applicable Building Codes and City Codes. Necessary permits shall be obtained for work requiring approval. No grant shall be made until approval of the application and all necessary plans.

For More Information or Application Contact:
David Brletic, Community Development Director
Phone: (559)-876-6300 Ext:1520
dbrletic@ci.sanger.ca.us

Downtown Facade Grant Improvement Program Application

1. Applicant(s) Name: _____
2. Address of Property: _____
3. Phone Number: _____
4. Business Name: _____
5. Title Report- No older than 90 days.
6. Property Ownership: _____

Property Owner(s), please submit with this application verification of ownership (i.e., copy of deed of trust, grant deed, etc.).

7. Description of Project and Costs:

| | |
|-------------------|----------|
| _____ Signage | \$ _____ |
| _____ Doors | \$ _____ |
| _____ Windows | \$ _____ |
| _____ Awnings | \$ _____ |
| _____ Landscaping | \$ _____ |
| _____ Painting | \$ _____ |
| _____ Other | \$ _____ |

Total Cost of Complete Project: \$ _____

_____ Enclosed are drawings of elevations of proposed improvements (if applicable).

_____ Enclosed is a breakdown of costs for work to be completed (required).

_____ Enclosed Title Report- no older than 90 days

_____ Enclosed is verification of ownership agreement.

8. Estimated project start date _____/ completion date _____.

General Provisions

Please allow forty-five (45) days for processing facade improvement grant request application. Program funding will be void if project is not completed within 120 days from date grant is approved. A request for payment(s) must be submitted after work is complete.

Certification

I (We) certify that the information given in this form is true and accurate to the best of my (our) knowledge. I (We) understand that the City of Sanger is relying on this information to make the requested grant and that any willful misrepresentation of fact may cause this application to be terminated. I (We) understand that the information provided in this form is subject to verification by program staff.

Signature of Property Owner

Date

Signature of Property Owner

Date

Acknowledgement

The Property Owner(s), by signing below, understand(s) that a covenant, requiring repayment of grant if property is sold within five years of receipt of grant or if business is not operated or maintained for five (5) years will be recorded against the property to be improved.

Signature of Owner

Date

Signature of Owner

Date

(For Office Use Only)

Date Application Received:

Date Application Review:

| | | |
|--------------|----------------|----------------------|
| Improvements | Qualify | <input type="text"/> |
| | Do Not Qualify | |

| | | |
|-----------------------|--------|----------------------|
| Application Ownership | Owner | <input type="text"/> |
| | Tenant | |

Grant Amount Requested:

| | | |
|----------------|----------|----------------------|
| Recommendation | Approval | <input type="text"/> |
| | Denial | |

Grant Amount Recommend:

Reviewed By:

Date: