



## **Pilot Olive Boulevard Commercial Façade Improvement Program**

The City of University City (City) is excited to assist businesses along Olive Boulevard to improve the appearance, quality and vitality of your businesses. Through the Pilot Olive Boulevard Commercial Façade Improvement Program, the City is offering financial assistance to commercial property or business owners seeking to rehabilitate commercial building facades in the Olive Boulevard International District (see map on back). The City will provide a matching grant of up to \$15,000 or 50% of the project cost. Funding is limited and available on a first-come, first-serve basis.

### **Program Goals**

The Pilot Program helps achieve several goals for Olive Boulevard, including:

- To strengthen and expand the commercial base of the project area.
- To improve the aesthetic appearance of the project area.
- To provide opportunities for owners and tenants to participate in the revitalization of their properties by stimulating private investment in the Olive Boulevard commercial district.
- To generate additional revitalization by focusing the investment on visible exterior improvements.
- To increase business traffic by making the corridor and individual businesses more attractive.

### **Eligible and Ineligible Projects**

Eligible projects/uses and criteria may include, but are not limited to:

- Exterior painting, re-siding, or professional cleaning
- Restoration of exterior finishes and materials
- Masonry repairs and tuck pointing
- Removal of architecturally inappropriate or incompatible exterior finishes and materials
- Repair or replacement of windows and doors (if replacement, windows and doors must be architecturally appropriate)
- Window and cornice flashing and repair
- Canopy or awning installation or repair
- Wall, window, hanging, and monument business signs
- Exterior lighting
- Landscaping
- Trash and mechanical enclosures
- The building must be on commercially- zoned property within the pilot area (see map)
- Applicants must demonstrate the capacity to fund their share of the project
- Property must be free from any judgment liens and all mortgage and tax obligations must be current
- The property owner and all tenants must have current occupancy permits and business licenses on file with the City

Ineligible projects/uses include: improvements in progress, initiated, or completed prior to application approval; routine maintenance; new roof, billboards; mechanical and HVAC systems; and new building construction.

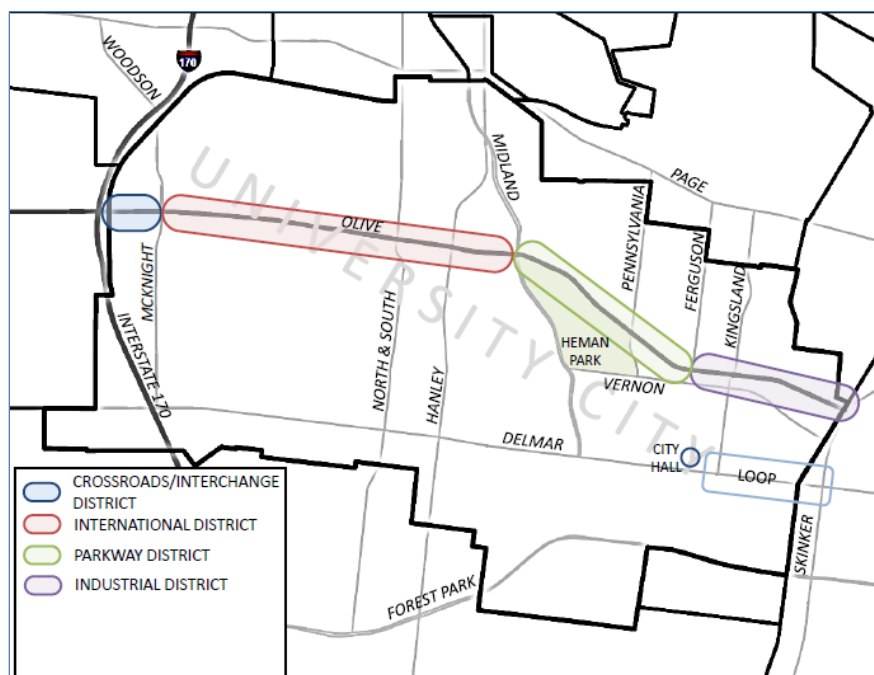
### **Grant Terms**

- All improvements must comply with the Olive Boulevard Design Guidelines, <http://www.ucitymo.org/index.aspx?nid=468>
- In addition to complying with the Design Guidelines, work performed must be in compliance with all applicable City codes and ordinances
- The applicant must be current on utility bills, license fees, and sales tax
- Applicant and property owner (if different) will allow landscape improvements (planters, etc.) on property, to be paid for and maintained by the City
- Applicant agrees to complete projects and submit completed payment request within one (1) year of application approval
- Applicant agrees to get three (3) bids from contractors. If permits required for project, contractor may need to be licensed

Applicant is encouraged to schedule a pre-application meeting with the City to discuss project eligibility. For more information, to obtain an application packet, or to schedule a pre-application meeting, please contact Jodie Lloyd, Manager of Economic Development, City of University City at (314) 505-8522 or [jlloyd@ucitymo.org](mailto:jlloyd@ucitymo.org).

### **Map**

The area eligible for funding is the International District (in red) – Olive Boulevard between Midland Boulevard and Woodson/McKnight Road.





## Pilot Olive Boulevard Commercial Façade Improvement Program Application

Date of Application: \_\_\_\_\_

### I. APPLICANT AND BUSINESS INFORMATION

Name of Applicant: \_\_\_\_\_

Name of Business: \_\_\_\_\_

Business Address: \_\_\_\_\_

Project Address (if different): \_\_\_\_\_

Telephone Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Type of Business: \_\_\_\_\_ Parcel ID Number (St. Louis County): \_\_\_\_\_

Check here if the property is located within the:  
International District Pilot Program Area (see map)

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### II. PROPERTY OWNER INFORMATION (if different from Applicant)

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

Telephone Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Business Address: \_\_\_\_\_

### III. PROJECT FINANCING INFORMATION

Total Project Cost: \_\_\_\_\_

Amount of Grant Funds Requested: \_\_\_\_\_

Percentage of Total Project Cost Requested: \_\_\_\_\_

**(Maximum funding request cannot exceed 50% of the proposed project cost, up to \$15,000)**

Please explain how the applicant's portion of the project will be financed (loan, etc.)

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#### IV. PROPOSED FAÇADE IMPROVDEMENTS

Please provide a summary of the proposed project and how the requested funds will be used. Be specific in describing the project elements. Attach additional pages if necessary. Note: A pre-application meeting and/or site visit with the applicant and City may be necessary to understand the scope and nature of the project.

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Please provide a project schedule or a tentative completion date. (Example, within six months, as soon as possible, summer, etc.)

**NOTE: Applicant must complete project within one (1) year of application approval**

#### V. ADDITIONAL SUBMISSIONS AND REQUIREMENTS

1. Color photographs of the existing building exterior. Need to show all sides of the building, with emphasis on the area to be improved
2. Design plans/renderings of the anticipated façade improvements, including any signage
3. Three (3) bids from contractors detailing the following:
  - Description of the materials to be used and the construction procedure
  - Itemized cost estimate of the project
4. Applicants, if a tenant, must provide signature approval from the property owner (see below)
5. By signing below, applicant agrees:
  - Façade improvements will comply with all applicable city codes, ordinances, and the Olive Boulevard Design Guidelines
  - To allow additional landscape elements on the property (to be paid for by the City)
  - To complete the façade improvements within one (1) year of approval of this application
  - To attend a pre-application meeting with City staff, if needed

## VI. CERTIFICATION

Please read the following and sign below. **Property owner and tenant must sign, if different.**

The information contained in this application is accurate to the best of my knowledge. Applicants understand that personal, business and/or property information may be requested pursuant to this application and hereby give their consent for such information to be provided. The City of University City retains the sole decision as to whether this grant application is approved, denied, or modified.

Applicant agrees to accept future maintenance and other associated costs occurring after the completion of the project. Applicant also agrees to allow the City to provide and maintain landscape elements (flower planters, etc.) along the building façade.

### APPLICANT

### PROPERTY OWNER (if different)

\_\_\_\_\_  
Name (print)

\_\_\_\_\_  
Name (print)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

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### FOR OFFICE USE ONLY

Approved Amount of Funding: \_\_\_\_\_

Project Approved as stated in Application YES ☐ NO ☐

If No, Explain Modifications \_\_\_\_\_

Application Approved:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

Applicant Notified to Proceed:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Notification Method (Email, Phone, etc.)

Submit completed application to Jodie Lloyd, Manager of Economic Development, City of University City, Department of Community Development, 6801 Delmar Blvd., University City, MO 63130 or email to [jlloyd@ucitymo.org](mailto:jlloyd@ucitymo.org). Questions, call 314-505-8522