

**APPROVED**  
**Building Façade Improvement Program**

**Sponsored by:** The City of Andrews and Andrews Economic Development Corp.

**Purpose:** The Building Façade Improvement Program is designed to encourage local businesses to make exterior improvements which enhance the appearance of their buildings... to better attract customers/visitors and to demonstrate the economic vitality of the community. The stated public purpose is to revitalize or improve economically distressed areas within Andrews.

**Incentive \$\$:**

I. The City of Andrews and Andrews EDC will reimburse up to 70%, or not more than \$7,000, toward the cost of building façade improvements to businesses located in the Local Retail, Central Business, General Commercial and Light/Heavy Industrial areas.

or

II. The City of Andrews and Andrews EDC will reimburse up to 70%, or not more than \$10,000, toward the cost of building façade improvements to businesses located on Main Street and Broadway.

III. Additional funds, not to exceed \$2,500, may be available for corner buildings where improvements will be made to multiple frontages. Requests for additional funding shall be reviewed by the Zoning Board on a case-by-case basis.

\* Churches and non-profit organizations are not eligible. **The monies are available on a cost-reimbursement basis only. No funds will be paid “up front” or advanced prior to the completion of construction.**

**Application for Funding:** Applications for Building Façade reimbursement will be available in the City Manager’s Office. Upon initial review, the application will be submitted to the Planning & Zoning Board for review and approval. The Board’s determination of eligible or ineligible improvements and the amount of the incentive shall be final.

## **Eligibility Criteria**

### **Building Façade Improvement Program**

Approval for Building Façade Improvement monies must be given **prior** to any work being performed.

Eligible improvements are limited to the exterior building façade, including:

- Exterior treatment systems (i.e. painting, murals, siding, stucco or simulated stucco, and brick/stone work)
- Structural improvements to the building façade
- Masonry or tile cleaning/repair
- Restoration of details in historical buildings
- Removal of elements that cover architecturally significant areas
- Repair or replacement of exterior doors, windows and trim work (in public view) which are necessary for aesthetic purposes

No more than 25% of the total cost of improvements can be related to the exterior painting of the building.

Other ineligible activities include:

- New construction
- Interior improvements
- Routine maintenance
- Doors and/or windows for energy efficiency purposes
- Signage
- Parking lot improvements
- Landscaping

Exterior improvements must be of an earth tone nature or other compatible color/style with the surrounding buildings and architecture. Exceptions, including wall murals, may be considered on a case-by-case basis upon demonstration of exceptional circumstances. Improvements on the Courthouse Square shall incorporate Austin stone into the building facade to meet eligibility requirements.

Improvements must be made in conformance with all applicable building codes, laws and zoning requirements. Further, improvements for buildings which are located on properties with outstanding property taxes or City-related liens are not eligible for incentive funding.

**Application for Building Façade Improvement Reimbursement**

On behalf of \_\_\_\_\_ (business name), I am applying for a grant from the City of Andrews and Andrews EDC to carry out renovations, restoration, or modifications under the Building Façade Improvement Program. The business is located at \_\_\_\_\_ (address).

Current improvement description (please circle)

- 1. Minor repair/renovation
- 2. Moderate repair/renovation
- 3. Extensive repair/renovation

**Estimated Cost of Repairs/Renovation (please circle)**

- 1. \$5,000 or more
- 2. \$2,500 to \$4,999
- 3. \$500 to \$2,499
- 4. Less than \$500

Specifically, the estimated improvements to my business will cost approximately \$ \_\_\_\_\_.

I propose to carry out the following improvements to the exterior of my business. (Briefly described what you plan to do, e.g. paint, replace/remove awnings, new building facade, etc.)

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Please attach a photograph, sketch, artists' rendering or computer simulation showing your business "before" and "after" the proposed changes.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Owner/Authorized Representative

**City of Andrews/Andrews EDC Business District Renovation Agreement**

1. This agreement is entered into by and between the City of Andrews/Andrews EDC (hereinafter referred to as CITY) and \_\_\_\_\_ (name of business, hereinafter referred to as the "BUSINESS").
  
- 2a. In return for financial assistance from the CITY in the amount of 70% of the cost of the agreed-to phase or entire project, the total of reimbursement not to exceed \$7,000 or \$10,000, the BUSINESS agrees to carry out a scope of work that consists of exterior renovations, restoration and/or modifications as contained in the Application for Building Façade Improvements Reimbursement (see Attachment I, incorporated by reference herein). This application has been approved by the City of Andrews Planning & Zoning Board.

2b. Are these improvements eligible/approved for additional reimbursement of \$2,500?

Yes \_\_\_\_\_ No \_\_\_\_\_

3. All work performed by BUSINESS must be carried out in accordance with applicable state or local laws and codes. If not required by state or local laws or codes to be performed by a licensed professional, work may be carried out by the Business Owner, agent or authorized representatives.
  
4. Eligible expenses by BUSINESS will include all normal and necessary direct expenses typically associated with renovation, restoration or modifications, including labor, materials and supplies. Work performed directly by the Business Owner and/or labor by the owner, his/her agent or representative, which is not an actual direct expense, is not reimbursable. Labor cost shall be verified by an invoice or contract for work performed. Cost of materials and/or supplies shall be verified by invoice or receipt.
  
5. All work must be completed within 12 months of execution of this agreement unless the CITY approves an extension, in writing. All financial incentives from the CITY shall be made on a cost reimbursement basis upon completion of the project and final inspection by the CITY.

AGREED to this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

APPROVED BY ZONING BOARD FOR \_\_\_\_\_

\_\_\_\_\_  
Steve Eggleston, City Manager

\_\_\_\_\_  
Owner/Authorized Representative

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Morse Haynes, Director of Andrews EDC