ST. CHARLES SINCE 1834	**HISTORIC PRESERVATION COMMISSION** **AGENDA ITEM EXECUTIVE SUMMARY**			
	Agenda Item Title/Address:	Façade Improvement Grant: 11 E Main St.		
	Proposal:	Commercial façade improvement project		
	Petitioner:	Douglas Kimber		
	Please check appropriate box (x)			
	PUBLIC HEARING		**MEETING 11/6/19**	**X**

AGENDA ITEM CATEGORY:			
	Certificate of Appropriateness (COA)	X	Façade Improvement Plan
	Preliminary Review		Landmark/District Designation
	Discussion Item		Commission Business

ATTACHMENTS:

Façade Grant Application

Façade Grant Program Requirements

Architectural Survey

EXECUTIVE SUMMARY:

A Commercial Façade Improvement Grant has been requested by Douglas Kimber for his business located at 11 E. Main St.

The project includes replacing seven windows.

A quote has been provided for a cost estimate of $23,935 for the project.

The maximum grant amount for this building is $10,000.

RECOMMENDATION / SUGGESTED ACTION:

Provide feedback and recommendations.

FAÇADE IMPROVEMENT GRANT APPLICATION

COMMUNITY & ECONOMIC DEVELOPMENT DEPT. /PLANNING DIVISION — CITY OF ST. CHARLES

ST. CHARLES SINCE 1834

Grant Type (select one):

☒ Commercial ☐ Residential

Received Date
RECEIVED
St. Charles, IL
OCT 29 2019
CDD
Planning Division

Property Information:

Building or establishment for which the reimbursement grant is requested:

Address: 11 E. MAIN ST.

Property Identification Number: 09-27-388-008

Applicant Name: DOUGLAS A. KIMBER FOR BUILDSPACE HOLDINGS, LLC

Project Description:

INSTALL NEW WINDOWS TO REPLACE DETERIORATING CURRENT WINDOWS. FIVE SECOND FLOOR AND TWO FIRST FLOOR WINDOWS NEED REPLACING.

Total Cost Estimate: $ 23,935.00

Submittal Checklist:

☐ **$50 Application Fee**

☐ **Detailed Scope of Work:** Must identify all improvements, construction methods, building materials to be used. Costs must be broken down and itemized by task. In general, this scope of work should be prepared by the contractor(s) who will be completing the project.

☐ **Documentation on Existing Conditions:** Reports or photographs to demonstrate need for improvements.

☐ **W-9 Form:** Filled out and signed by the grant applicant, with a Federal Tax ID Number (or a Social Security Number for an individual)

Applicant Contact Information:

Phone Number: 630-606-1858

Email Address: kimber2@mc.net

Statement of Understanding:

- ☑ I agree to comply with the guidelines and procedures of the Façade Improvement Grant Program. I have read and understand the "Terms and Conditions".
- ☑ I understand that I must submit detailed cost documentation, copies of bids, contracts, invoices, receipts, and contractor's final waivers of lien upon completion of the approved improvements.
- ☑ I understand that work done before a Façade Improvement Agreement is approved by the City Council is not eligible for a grant.
- ☑ I understand the Façade Improvement reimbursement grants are subject to taxation and that the City is required to report the amount and recipient of said grants to the IRS

Signature: Douglas A. Kimber Date: 10-29-19
Applicant OWNER

Owner Authorization (if applicable):

If the applicant is other than the owner, you must have the owner complete the following certificate:

I certify that I am the owner of the property at _____, and that I authorize the applicant to apply for a reimbursement grant under the St. Charles Facade Improvement Program and undertake the approved improvements.

Signature: _____ Date: _____
Owner

Advanced Windows & Siding
309 Oswalt Ave
Batavia, IL 60510
Phone (630) 231-5390
Fax (630) 454-3763

PROPOSAL

Build Space Holdings, LLC c/o Doug Kimber October 8, 2019
11 E. Main Street
St. Charles, Illinois 60174
(630) 606-1858 Email: kimber2@mc.net

We hereby submit specifications & estimates for:

Installation of ***Marvin Ultimate Extruded Clad*** (2) Double Hung Picture w/ Simulated Checkrail (5) Double Hung Generation 2.0 Wood Clad Windows. The existing windows are removed-Full Frame Replacement, the new windows installed, insulation is installed around the windows and the exterior wood casings are capped with custom formed pre-finished aluminum. The interior wood casing will not be changed.
Color: ***(2) Painted White Pine Interior (5) Stained-TBD / Ebony Clad Exterior***
Features:
Fusion Welded Frame & Sash
3/4" Insulated Glass / ***Ultra U*** / Low E – Argon /
Pine Interior Painted-White & Stained-TBD / Clad Exterior-Ebony / ***U-factor .30***
Charcoal Fiberglass Screen Mesh
20yr Seal Failure Warranty, 10yr Hardware, Moving Parts

Total Window Installed Price: $ 26,594.00
Less 10% Discount: - 2,659.00
Total Window Price: $ 23,935.00*

Note: All debris will be hauled from the premises.

We propose hereby to furnish material & labor-complete in accordance with above specifications, for the sum of **$ 23,935.00**

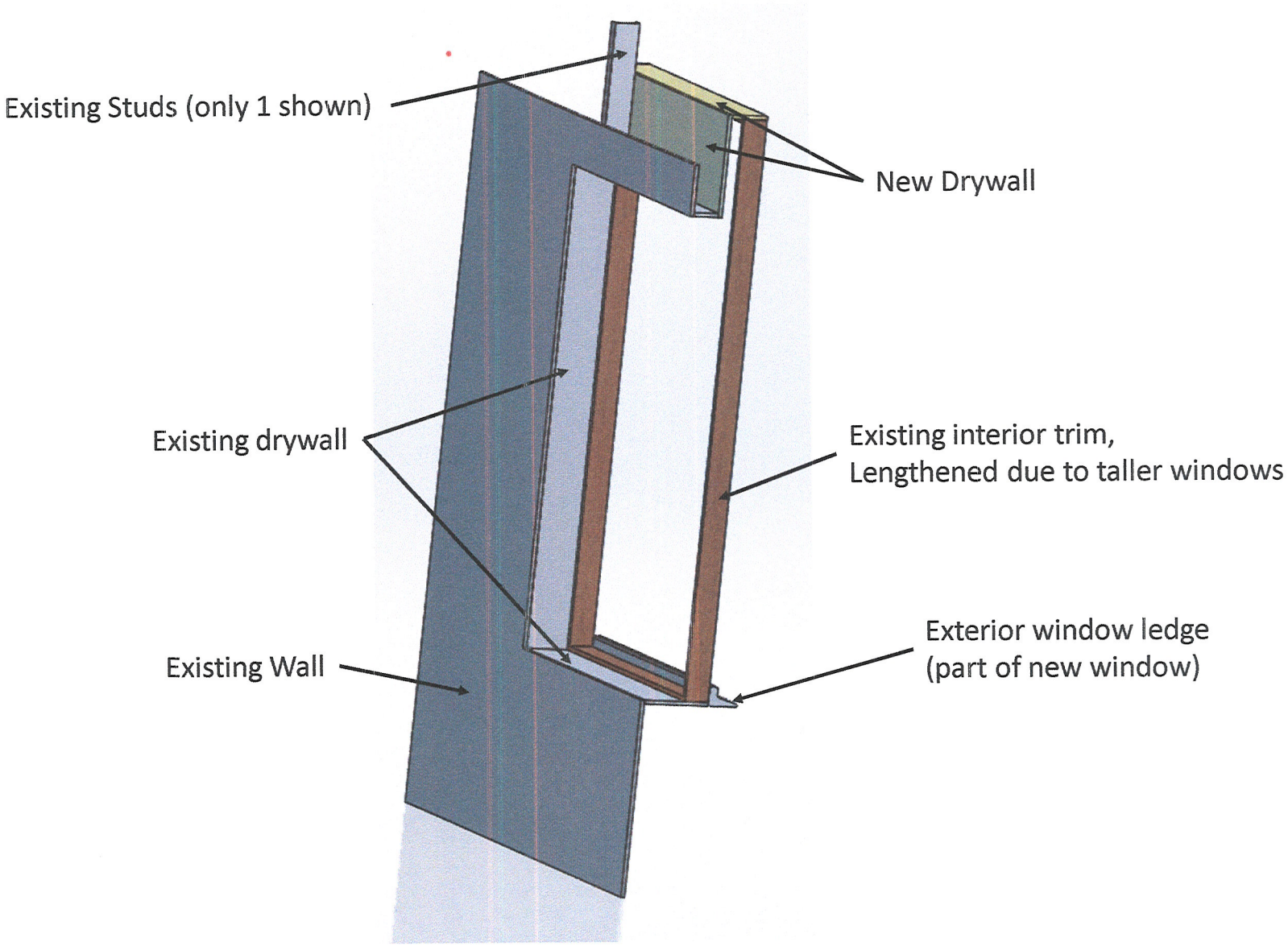
Payment to be made as follows: **Payment on Completion** **(There is a 5% charge for Credit Card/Finance payments.)**
All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders, & will become an extra charge over & above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado & other necessary insurance. Advanced Windows & Siding reserves the right of mechanics lien under Illinois law. Advanced carries necessary liability & workers compensation insurance.

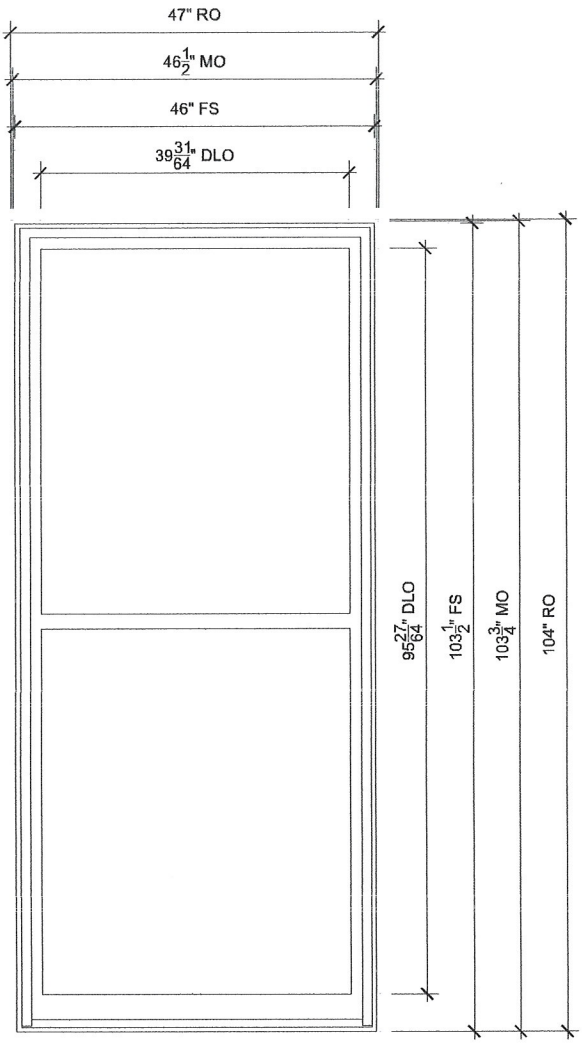
Note: Any Lead Safe Analysis or Renovation will be charged at an additional Price.

Authorized Signature *John Carey*

This proposal may be withdrawn from us if not accepted within 30 days.
ACCEPTANCE OF PROPOSAL – The above prices, specifications & conditions are satisfactory & are hereby accepted.
You are authorized to do the work as specified. Payment will be made as outlined above.
Date of Acceptance: _____ Signature: _____

Visit Our Website at www.advancedwindowsandsiding.com


Existing Studs (only 1 shown)
New Drywall
Existing drywall
Existing interior trim,
Lengthened due to taller windows
Existing Wall
Exterior window ledge
(part of new window)



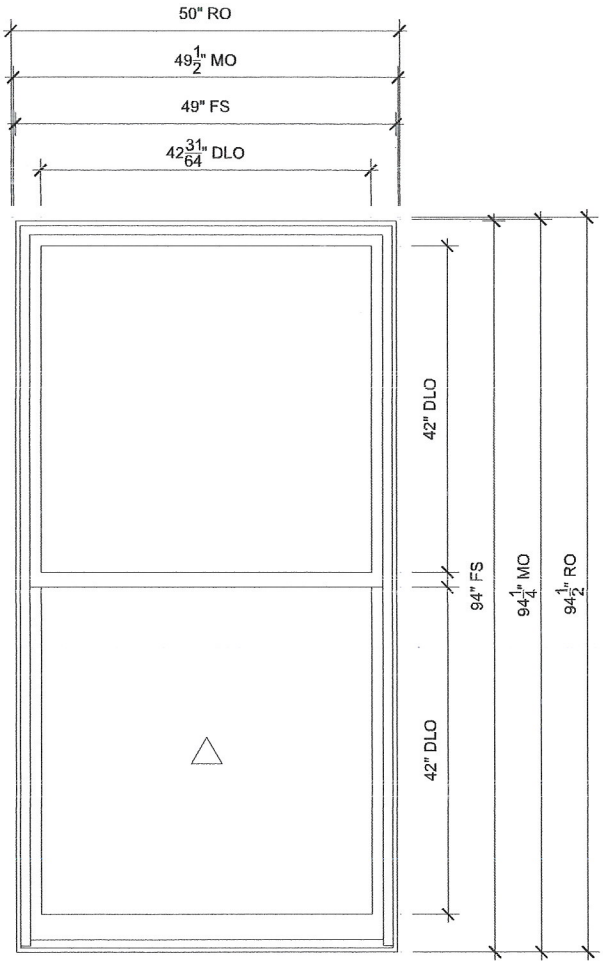
02

SCALE: 1/2" = 1'-0"

1/4 Head
2/4 Jamb
3/4 Sill
4/4 Simulated Rail

SPECIFICATIONS

Product Line: Ultimate
Unit Description: Double Hung Picture G2



01

SCALE: 1/2" = 1'-0"

1/3 Head

2/3 Jamb

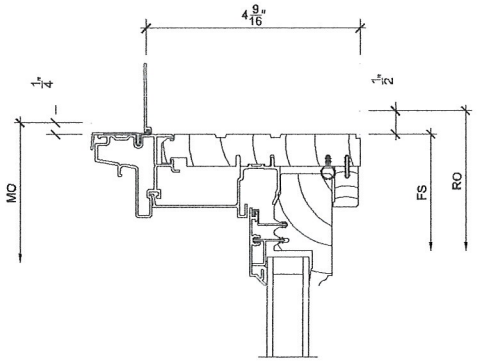
3/3 Sill

4/3 Checkrail

SPECIFICATIONS

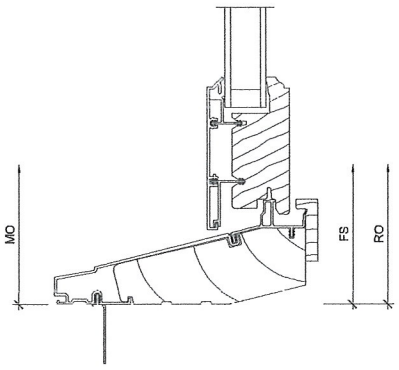
Product Line: Ultimate

Unit Description: Single Hung G2



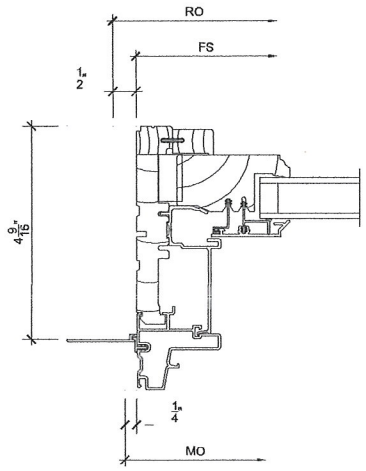
1/4 **Head**

SCALE: 3" = 1'-0"



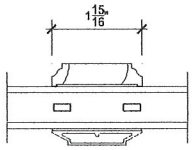
3/4 **Sill**

SCALE: 3" = 1'-0"



2/4 **Jamb**

SCALE: 3" = 1'-0"



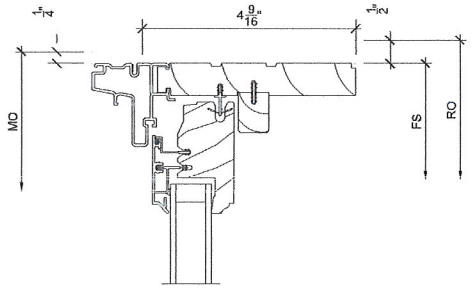
4/4 **Simulated Rail**

SCALE: 3" = 1'-0"

MARVIN

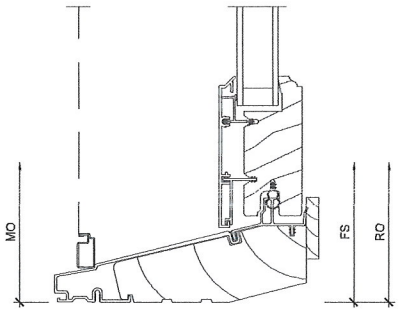
PROJ/JOB: ADVANCE WINDOW 10/07/19 / HISTORICAL-ST. CHARLES
DIST/DEALER: MIDWEST SIDING SUPPLY
DRAWN: TONY FALVO
QUOTE#: KZHN8N7 PK VER: 0002.28.00 CREATED: 10/23/2019 REVISION:

SHEET 4 OF 4



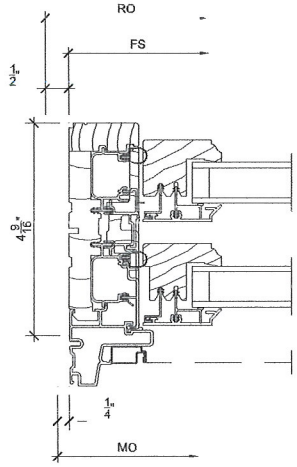
1/3 Head

SCALE: 3" = 1'-0"



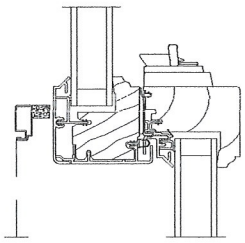
3/3 Sill

SCALE: 3" = 1'-0"



2/3 Jamb

SCALE: 3" = 1'-0"



4/3 Checkrail

SCALE: 3" = 1'-0"

MARVIN

PROJ/JOB: ADVANCE WINDOW 10/07/19 / HISTORICAL-ST. CHARLES
DIST/DEALER: MIDWEST SIDING SUPPLY
DRAWN: TONY FALVO
QUOTE#: KZHN8N7 PK VER: 0002.28.00 CREATED: 10/23/2019 REVISION:

SHEET 3 OF 4

EXISTING 2ND FLOOR WINDOW

EXISTING 1ST FLOOR WINDOW

MOCK-UP SHOWING WHAT NEW WINDOWS LOOK LIKE

3. Commercial Façade Grant

- Eligible Properties:
  Commercial or Multi-Family Residential Buildings (two or more units) located within either:
  - Special Service Area #1B
  - Historic District or Landmark Site

  Properties in SSA #1B are given first priority at the beginning of the program year.

- Minimum Project Cost: $2,500

- Grant for Front or Side Facades (visible from street): Maximum grant amount is based upon the frontage of the façade to be renovated, at a maximum of $10,000 per 30 ft. horizontal length of façade. A facade is defined as a thirty foot wide span along the front or side of a building facing a public street, measured along the building wall generally parallel to the right of way line. For building fronts or sides exceeding thirty feet, a pro rata amount will be applied.

- Grant for Rear Entrance Improvements: Maximum grant amount of $10,000, available for buildings with an existing or proposed rear entrance that is accessible to the public from a dedicated public street, alley, or other right of way, or from a parking lot or walkway that is owned or leased by the City, or from other property that is encumbered by an easement granting public pedestrian access. The rear entrance to be improved must provide public access to a business or businesses within the building.

- Maximum Grant Limits:
  - Total grant amount during any five-year period is capped at $20,000.
  - For properties on the National Register of Historic Places or Locally Designated Landmarks, the total grant amount for any five-year period is capped at $30,000.

- Eligible Improvements:

  - 25% Reimbursement for Routine Maintenance:
    - ✓ Cleaning, patching, caulking of exterior surfaces.
    - ✓ Re-coating of paint on exterior surfaces (without extensive surface preparation)
    - ✓ Re-roofing visible roof surfaces with non-historic material (such as 3-tab or architectural grade asphalt shingles)
    - ✓ Spot masonry repairs or tuckpointing
    - ✓ Like-in-kind replacement of non-historic elements on a building

  - 50% Reimbursement for:

    For Historic structures, maintenance utilizing Historic Preservation practices:
    - ✓ Repair or restoration of historic features
    - ✓ Replacement of deteriorated historic features with like materials or appropriate synthetic materials
    - ✓ Re-roof or repair of visible roof surfaces with non-standard materials (such as wood shake, slate, or other decorative non-standard materials)
    - ✓ Extensive restoration/repair of historic masonry material
    - ✓ Painting of exterior surfaces where the surface preparation includes removal of worn/failing paint and intensive surface preparation prior to painting

    Building improvements:
    - ✓ Exterior building upgrades or enhancements that will improve the historic character of a building
    - ✓ Improvement, replacement or installation of storefront systems, doors, windows and trim materials.
    - ✓ Removal of architecturally inappropriate features on buildings (including removal of synthetic surface materials)
    - ✓ Exterior lighting that illuminates a façade

- 100% Reimbursement for Architectural Services (Up to $4,000)
    - Where architectural services are required, the owner or tenant should retain an architect to prepare a conceptual design and cost estimate for work proposed. If the project is approved by the City, the architect may provide bidding and construction plans and documents, as well as construction supervision. Only those architectural services directly related to the approved facade improvement will be reimbursed.

- Ineligible Improvements:
    - Signs and Awnings, unless in connection with other eligible improvements.
    - Any interior improvement or finishes
    - Any improvements to internal building systems, including HVAC, plumbing, electrical (except for wiring for exterior lighting)
    - Any site improvements, including sidewalks, parking lots and landscaping.

- Improvements not specifically listed as eligible or ineligible are subject to review as to eligibility by the Historic Preservation Commission as an advisory body and approval or disapproval by City Council.

5. Terms and Conditions applicable to all grants:

- **Grant applications will be considered in the order they are received.** In the event that the total amount of the potential reimbursement grants exceeds the amount budgeted for the program year, the applications will be carried over for consideration during the following program year.

- **Not more than one grant shall be approved for a building in any program year, and a grant shall not be approved if a grant was made for the same portion of the building within the previous five years.** For the Residential Grant Program, within the 5 program years following approval of a grant, a grant for the same property will not be considered until September of each program year.

- **The maximum amount of the reimbursement grant for a specific property will be set forth in a Facade Improvement Agreement between the City and the property owner or tenant.** If the actual costs exceed the original final estimates submitted with the application and used to determine the final total amount of reimbursement within the Agreement, the property owner or tenant will be responsible for the full amount of the excess. The City cannot reimburse more than the total amount specified in the Agreement.

- **Reimbursement grants are subject to Federal and State taxes, and are reported to the Internal Revenue Service on Form 1099.** You are required to provide your taxpayer ID number or social security number as part of the Façade Improvement Agreement. Property owners and tenants should consult their tax advisor for tax liability information.

- **The following items are not considered "improvements" and therefore they are not eligible for reimbursement:**
  - Building Permit fees and related costs.
  - Extermination of insects, rodents, vermin and other pests.
  - Title reports and legal fees.
  - Acquisition of land or buildings.
  - Financing costs.
  - Sweat equity.
  - Working capital for businesses.

- **Work that has been initiated prior to the approval of the Facade Improvement Agreement by the City Council is NOT eligible for grant reimbursement.**

- **All improvements must be completed prior to the end of the program year on April 30.** If the work is not complete by the end of the program year, the City's remaining obligation to reimburse the owner or tenant for the project terminates. The City may, its sole discretion, grant a single one-year extension due to unforeseen circumstances that have prevented the completion of the project.

- **The property owner and tenant shall be responsible for maintaining the facade improvements without alteration for five (5) years.** A restrictive covenant limiting alterations may be required by the City Council at the time of approval of the Facade Improvement Agreement.

- **Any project changes must be approved by the City.** Major changes or elimination of improvements must be approved by the City Council. Minor revisions must be approved by the Historic Preservation Commission.

- **This is a reimbursement program -- you must pay your architect, contractors and suppliers before you receive payment from the City.**

ARCHITECTURAL SURVEY
ST. CHARLES CENTRAL DISTRICT
ST. CHARLES, ILLINOIS

ST. CHARLES HISTORIC PRESERVATION COMMISSION

DIXON ASSOCIATES / ARCHITECTS

ARCHITECTURAL INTEGRITY

	1	2	3
☐ Unaltered	☐	☐	☐
☐ Minor Alteration	☐	☐	☐
☒ Major Alteration	☒	☐	☐
☐ Additions	☐	☐	☐
Sensitive to original	☐	☐	☐
Insensitive to original	☐	☐	☐

1: first floor; 2: upper floors; 3: roof/cornice

ARCHITECTURAL SIGNIFICANCE

☐ **Significant**

☒ **Contributing**

☐ **Non-Contributing**

BUILDING CONDITION

☐ **Excellent: Well-maintained**

☒ **Good: Minor maintenance needed**

☐ **Fair: Major repairs needed**

☐ **Poor: Deteriorated**

ARCHITECTURAL DESCRIPTION

Style: Commercial Vernacular

Date of Construction: 1890-1910

Source: Field Observation

Features:

Two story masonry structure, brick with stone banding at window heads. Banding changes to textured brick on east elevation. Four bay windows and corner turret at second floor. First floor covered with board and batten wood siding. Greatly modified storefronts. "OSGOOD" inscription at cornice.

Address:
13-15 1/2 East Main Street

Representation in Existing Surveys:

☐ **Federal**

☐ **State**

☐ **County**

☐ **Local**

Block No. 46

Building No. 3

ROLL NO. 7 **NEGATIVE NO. 31**

SURVEY DATE:
MAY 1994

REF. NO. 203

ARCHITECTURAL SURVEY
ST. CHARLES CENTRAL DISTRICT
ST. CHARLES, ILLINOIS

ST. CHARLES HISTORIC PRESERVATION COMMISSION

DIXON ASSOCIATES / ARCHITECTS

CONTINUATION SHEET NO: 1

Address:
13-15 1/2 East Main Street

Remarks:
East Elevation.

ROLL NO. 6 **NEGATIVE NO. 1**

Block No. 46
Building No. 3

Address:

Remarks:

ROLL NO. **NEGATIVE NO.**

Block No.
Building No.

REF. NO. 203