

		<b>AGENDA ITEM EXECUTIVE SUMMARY</b>						
		Title:	Recommend approval of a Façade Improvement Grant for 100 S. 3 <sup>rd</sup> Street (Moss-Norris Funeral Home)					
		Presenter:	Russell Colby					
<i>Please check appropriate box:</i>								
	Government Operations				Government Services			
X	Planning & Development (5/14/12)				City Council			
Estimated Cost:	\$4,000			Budgeted:	YES	X	NO	
If NO, please explain how item will be funded:								
<b>Executive Summary:</b>								
<p>Bryan Moss of Moss-Norris Funeral Home has applied for Façade Improvement Grant funding.</p> <p>The Façade Improvement Grant program provides assistance to property owners and commercial tenants to rehabilitate and restore the exterior of buildings in the downtown. Grant funding is available first for buildings located in Special Service Area 1B (Downtown Revitalization) and secondarily for other properties located outside SSA 1B but within the Central Historic District. Applications are first reviewed by the Historic Preservation Commission for appropriateness of design. The grants are provided as a reimbursement for up to 50% of the funds invested into an exterior rehabilitation project, up to \$10,000 for a 30 ft. length of building façade. There is a limit of \$20,000 of grant funds per property in any 5 year period. The program budget for FY 12-13 is \$40,000.</p> <p>The project scope includes removing a window, filling in the opening with masonry material to match the existing wall, and installation of a wall sign in this location.</p> <p>The proposed cost of work is approximately \$8,000. The Façade Grant would fund a maximum of \$4,000. The property has not received a Façade Grant in the past 5-years.</p> <p>The Historic Preservation Commission has recommended approval of the grant.</p>								
<b>Attachments:</b> <i>(please list)</i>								
Façade Improvement Application and cost estimates Photos of the building								
<b>Recommendation / Suggested Action</b> <i>(briefly explain):</i>								
Staff recommends approval of the Façade Improvement Agreement.								
<i>For office use only:</i>		<i>Agenda Item Number: 3a</i>						

RECEIVED  
St. Charles, IL

Received  
JUL 20 2011

FY  
12-13  
#1

CITY OF ST. CHARLES  
FACADE IMPROVEMENT PROGRAM  
APPLICATION FORM

CDD  
Planning Division

A non-refundable fee of \$50.00 must accompany this application. Checks should be made payable to the City of St. Charles.

1) Applicant: Bryan W. Moss  
(Name)

Home Address: \_\_\_\_\_

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

(Street)

Federal Tax ID Number: \_\_\_\_\_

2) Building or establishment for which the reimbursement grant is sought MOSS-NORRIS Funeral Home  
100 South Third St., St. Charles, IL 60174  
(Street Address)

(Property Identification Number)

4) Is this property listed on the National Registry or designated as a Local Landmark:  Yes  No

3) Proposed Improvements(Check all that apply):

- |  |   |
|--|---|
| <input type="checkbox"/> Canopy/Awning                           | <input type="checkbox"/> Signage  |
| <input type="checkbox"/> Windows/Doors                           | <input type="checkbox"/> Exterior Lighting                                |
| <input checked="" type="checkbox"/> Tuck pointing/Masonry Repair | <input checked="" type="checkbox"/> Restoration of Architectural Features |
| <input type="checkbox"/> Masonry Cleaning                        | <input type="checkbox"/> Rear Entrance Improvements(Please specify below) |
| <input type="checkbox"/> Painting                                |   |
| <input type="checkbox"/> Other(Please Specify) _____             |   |

Describe the scope and purpose of the work to be done:

Remove upper window in Turret and fill in with  
matching stone. Then Add Logo and Letters to Stone  
to work as signage.

Preliminary Cost Estimate: \$ 8000.00

City's Grant Amount: \$ \_\_\_\_\_

4) Statement of Understanding:

- A. I agree to comply with the guidelines and procedures of the St. Charles Façade Improvement Program.
- B. 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.
- C. I understand that work done before a Façade Improvement Agreement is approved by the City Council is not eligible for a grant.
- D. 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 *[Handwritten Signature]*  
Applicant MOSS Family Holdings LLC Member

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 100 S. Third St., St. Charles, 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 *[Handwritten Signature]* Date 7/18/11  
Owner MOSS Family Holdings LLC



# BUDGET SPECIFICATIONS

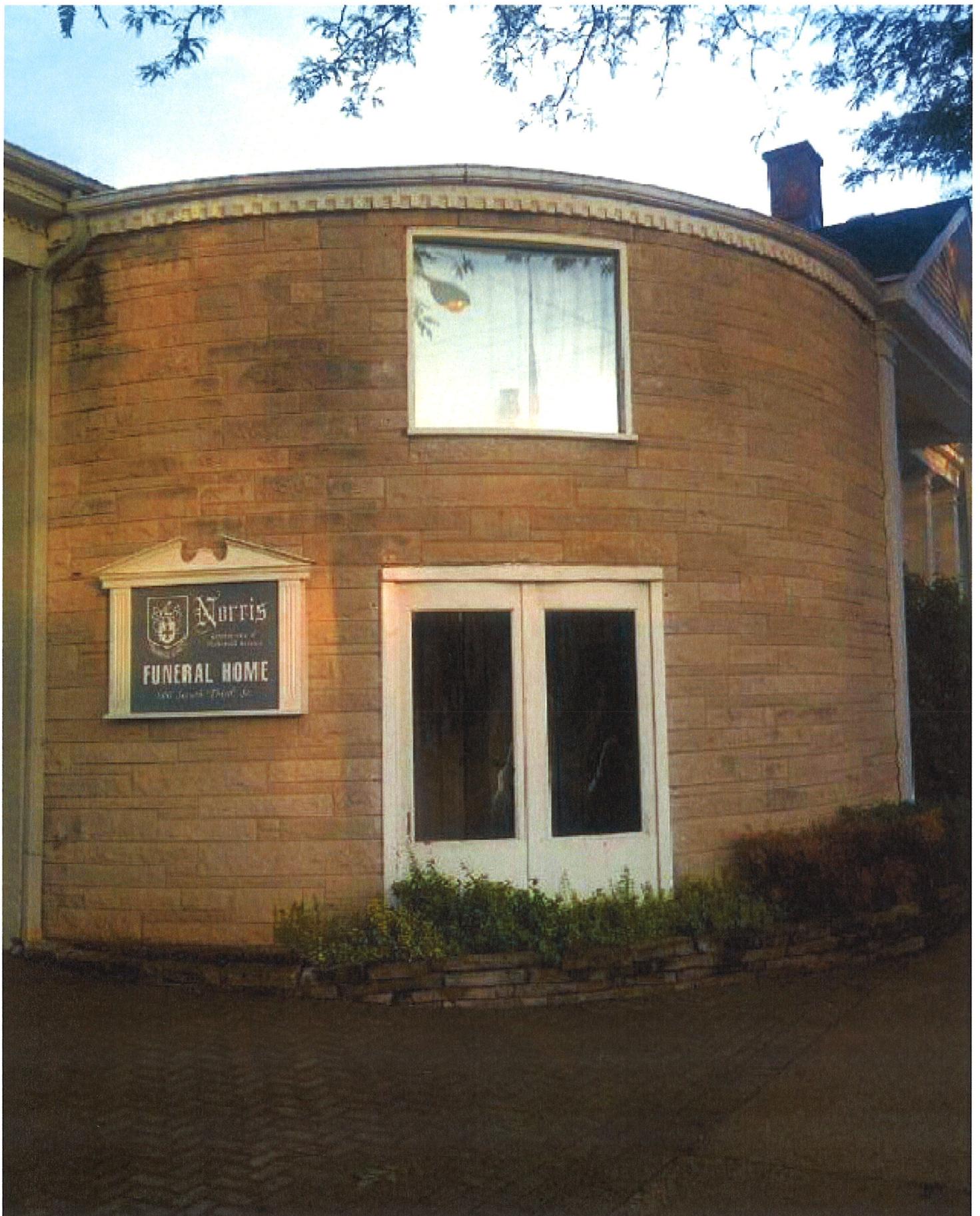
DATE	ESTIMATE NO.
8/5/2011	201136

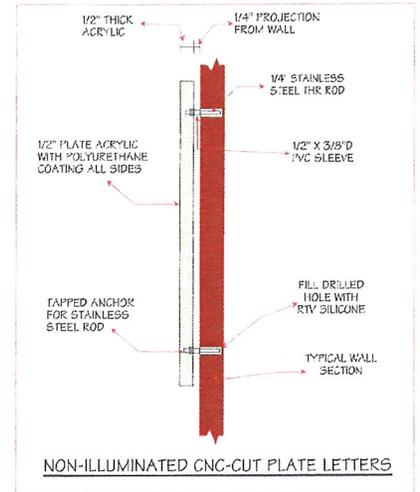
BGH CONSTRUCTION CO INC

321 First Street  
 Batavia, Illinois. 60510  
 630-879-1538  
 630-879-2004

Moss Norris Funeral Home 100 S. 3rd Street St. Charles, IL 60174
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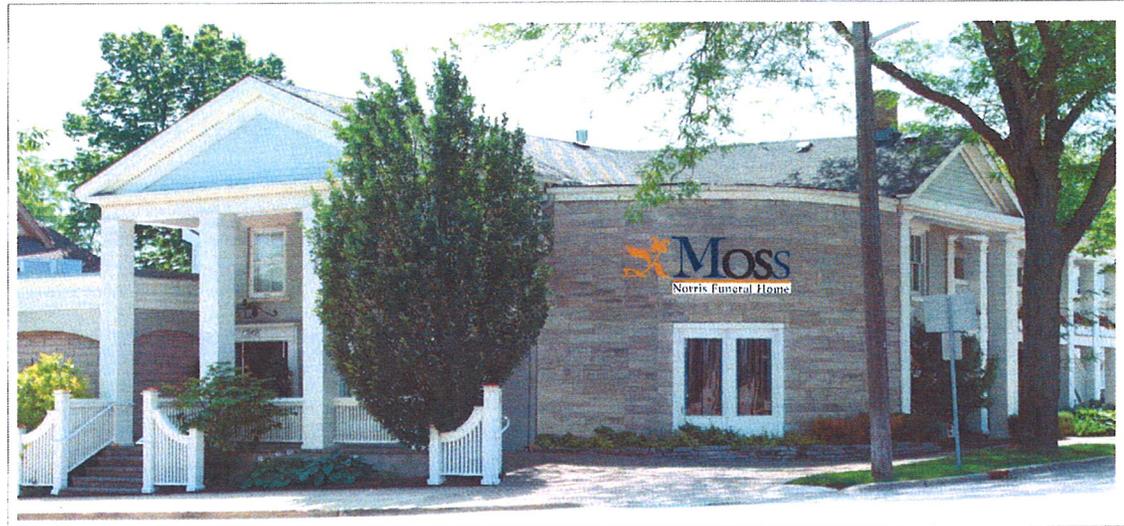
DESCRIPTION	
<p>Remove the second floor window in the second floor apartment at the curved wall and close in the stone. Frame out the wall behind, drywall and paint.</p> <p>Demolition labor to remove the window and prepare the opening for closing in.</p> <p>Masonry materials and labor to close in the window opening. Cut back the stone and key in new stone. Exact match not guaranteed. Opening approximately 4'x5'.</p> <p>Materials and labor to frame the inside of the wail after masonry is completed. 2x2 framing attached to the stone.</p> <p>Materials and labor to drywall the opening where the window is removed. Two layers of 1/4" drywall will be installed and taped to the existing wall.</p> <p>Painting materials and labor to paint the round wall in apartment. One coat one color.</p> <p>Scrap removal</p>	
<p>Thank you for the opportunity to bid.</p>	<p><b>Total</b> \$7,636.20</p>





**INDIVIDUAL NON-ILLUMINATED LETTERS**  
 FABRICATE AND INSTALL LETTERS OF CNC-CUT 1/2" PLATE.  
 EXPOSED SURFACES TO BE COATED WITH ACRYLIC POLYURETHANE.  
 COPY TO BE STUD MOUNTED TO WALL.  
 SCALE - 3/4" = 1'

**INSTALLATION INSTRUCTIONS**  
 REMOVE EXISTING SIGN AT SIDE AND DISPOSE.  
 CENTER NEW COPY BETWEEN WINDOWS.  
 COPY TO BE STUD MOUNTED TO WALL.



1100 Route 34 Aurora, Illinois 60504 630 898 5900 office 630 898 6091 fax	Prepared For:	MOSS FUNERAL HOME	Address:	100 S THIRD ST	Drawg:	211160	Sheet:	11	Design Date:	5/18/11	Rev 3:	Rev 6:
	Location Name:		City/State:	ST CHARLES, IL	Rev 1:						Rev 4:	Rev 7:
					Rev 2:						Rev 5:	Rev 8:

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