

**A RESOLUTION OF THE VILLAGE OF EAST DUNDEE, ILLINOIS
REPEALING AND REPLACING
THE RESIDENTIAL FAÇADE IMPROVEMENT PROGRAM**

WHEREAS, the Village of East Dundee (the "Village") is a duly organized and validly existing home-rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and,

WHEREAS, the Village approved Resolution 37-15 approving the Residential Façade Improvement Program; and,

WHEREAS, the Village desires to repeal the current Residential Façade Improvement Program and adopt a new Residential Façade Improvement Program.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of East Dundee, Cook and Kane County, Illinois, as follows:

Section 1: That Resolution 37-15, *A RESOLUTION APPROVING THE RESIDENTIAL FACADE IMPROVEMENT PROGRAM IN THE VILLAGE OF EAST DUNDEE*, adopted March 16, 2015, be and is hereby repealed in its entirety.

Section 2: That the Residential Façade Improvement Program, attached hereto and made a part hereof by reference as EXHIBIT A, is hereby adopted and the Village Administrator is hereby authorized to implement the Program as described in the attached policy.

Section 3: That this resolution shall be in full force and effect from and after its passage and approval according to law.

ADOPTED this 5th day of Dec, 2016 pursuant to a roll call vote as follows:

AYES: Trustees Lynam, Selep, Wood and President Miller

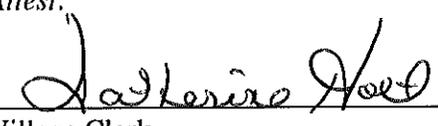
NAYS: Trustees Gorman, Skillicorn and Hall

ABSENT: Ø

APPROVED by me this 5th day of Dec, 2016.



Village President

Attest:


Village Clerk

**Village of East Dundee
Memorandum**

To: Village President and Board of Trustees
Robert Skurla, Village Administrator

CC: Doug Bergren, Economic Development Director

From: Jennifer Johnsen, Deputy Village Administrator

Subject: Residential Façade Program Policy

Date: November 21, 2016

At the November 14, 2016 COW meeting, the Village Board reached a consensus to draft a new policy for the Residential Façade Improvement Program and incorporate the guidelines presented at the meeting. Attached, please find the new policy for the Residential Façade Improvement Program as well as the resolution adopting the program.

The Village Board also reached a consensus to release the grant funds for the FY 2016 program. Included in your agenda packet is spreadsheet itemizing these funds. As shown, the total grant funding for FY 2016 \$51,650.97.

Action Requested: Discussion and consideration of a Resolution Repealing and Replacing the Residential Façade Improvement Program.

Discussion and consideration of a motion to release the grant funds for the FY 2016 Residential Façade Improvement Program in an amount not to exceed \$51,650.97.

Attachments: 1. Resolution Adopting Residential Façade Improvement Program
2. Residential Façade Improvement Program



EXHIBIT A

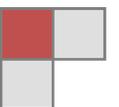
Village of East Dundee

Residential Façade Improvement Program Policy and Application

Village of East Dundee
120 Barrington Avenue
East Dundee, IL 60118
Office: (847) 426-2822
Fax: (847) 426-2956

Adopted: November 21, 2016

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Program Purpose

The purpose of the Residential Façade Improvement Program is to encourage property owners to improve the overall exterior appearance of their homes and assist in transforming the Village into one of well cared for and vibrant neighborhoods.

The Residential Façade Improvement Program seeks to accomplish the following goals:

- To improve the overall viability and property values of residential properties to strengthen the economy, EAV, and quality of life in the Village.
- To remove and alleviate adverse conditions by encouraging private investment in the rehabilitation and maintenance of owner-occupied properties.

Program Details and Conditions

The Village of East Dundee will allocate funds from video gaming revenue on an annual basis. Please note, all proposed property improvements are subject to strict review by Village staff and the Village Board. Grant funding is subject to the following conditions:

- Grant funding shall be administered in the form of reimbursement following the completion of an approved project.
- The grant shall not exceed 50% of all eligible activities or \$5,000, whichever is less.
- The applicant does not have to select the lowest bidder, however, the reimbursement amount will be based upon the lowest of the 3 bids received.
- Properties within the Historic District must receive a Certificate of Appropriateness prior to applying for grant funding.
- Upon approval by the Village Board, applicants must secure a building permit within 60 days and adhere to all permit and inspection requirements.
- Work must be completed by March 31st of the year following approval to receive reimbursement.
- Participants must commit to residing within their home for 2 years following reimbursement. The Village will require repayment of 100% of the grant funds received if the property is demolished before this time period and 50% of the grant funds received if the property is sold before this time period.

Program Eligibility

All property owners of single-family owner-occupied residential properties within the Village of East Dundee are eligible to apply for residential façade grant funding. However, the following property owners are not eligible:

- Property owners of multi-family units.
- Property owners of rental units.
- Property Owners of properties or structures which are nonconforming uses according to the Village's zoning code.
- Property owners in default of any municipal fees or taxes or property taxes.
- Property owners with outstanding building, zoning, property maintenance, or Village Code violations on any properties owned and/or occupied by them within the Village of East Dundee that would not otherwise be corrected by applying for Residential Façade Improvement Program funding.
- Property owners or properties who have received Residential Façade Improvement Program funding in the past 7 years.
- Property owners who are Village officials or employees of the Village of East Dundee.

Eligible Projects

The following projects or expenses are eligible for program reimbursement:

- Restoration of brick using a non-abrasive paint removal material (e.g. corn cob or walnut shell pieces, etc.)
- Façade cleaning
- New siding and siding repair
- Front and wrap-around porches
- Front patios and walkways
- Decorative masonry walls
- Exterior cornices
- Exterior lighting
- Fences
- Painting
- Windows and doors
- Tuckpointing
- Pitched roofs
- Removal of inappropriate exterior finishes, materials, or features
- Other improvements not specifically listed as eligible or ineligible and approved by the Village Board

Ineligible Projects

The following projects or expenses are not eligible for program reimbursement:

- Building permit fees and related costs
- Professional service fees including but not limited to design, engineering, architectural, and structural fees
- Replacement of driveways
- Replacement of sidewalks in the public right-of-way
- Flat roofs
- Landscaping
- Painting masonry that was not previously painted
- Sandblasting of brick
- Acquisition of land and/or buildings
- New construction
- Any work not visible from the public right-of-way
- Any work completed prior to receiving Residential Façade Improvement Program approval by the Village Board.

Program Application Process

Property owners seeking Residential Façade Improvement Program grant funding shall apply as follows:

- Applications will be accepted by the Village beginning January 1st of each year and through March 31st. A complete application must be received by the Village prior to March 31st (*electronic copies will not be accepted*). Submit application to:

Doug Bergren, Economic Development Director
Village of East Dundee
120 Barrington Avenue
East Dundee, Illinois 60118

- Application Checklist: The following items must be attached to your application. Applications will be considered incomplete until all of the items have been received.
 - Complete Residential Façade Improvement Program Application
 - Proof of ownership
 - Proof of property taxes paid
 - Historic District Certificate of Appropriateness (if applicable)
 - Photos of residential structure to be improved
 - Detailed description and sketch/rendering of the work to be performed (including building materials and color scheme)
 - Working architectural drawings, if requested by the Building Inspector
 - Copies of a minimum of a 3 qualified bids for each portion of the project in which funding is being requested
 - Schedule of work to be completed

Program Review and Approval Process

Applications will be reviewed and approved according to the following process:

- The Village will evaluate each application for its extent/scope of work proposed and its potential to contribute to the program's purpose. Specifically, applications will be reviewed by Village staff according to the following criteria:
 - Value of the project being completed
 - Extent that the project will correct outstanding building, zoning, property maintenance or other Village Code violations
 - Previous compliance and/or correction of building, zoning, property maintenance or other Village Code violations by the property owner
- Following the review process, Village staff will recommend which applications should receive funding based upon the adopted budget.
- The recommendation by Village staff will be provided to the Village Board for their consideration and approval during the month of May. *The Village of East Dundee retains the right to approve an entire request, portions thereof, or to deny the request or portion thereof.*
- If approved, a letter of intent outlining the specific terms and conditions of the Residential Façade Improvement Program grant funding will be provided to the applicant.

Program Reimbursement

Project reimbursement will occur upon completion of the project and final inspection by the Village. If costs exceed the original estimates, the property owner will be responsible for the full amount of the excess. The Village will not reimburse more than the total amount specified in the letter of intent. If any work commences before approval is granted, these costs will not be eligible for reimbursement. The following items must be submitted in order to process the reimbursement:

- Letter requesting reimbursement
- Final inspection(s) for permitted work
- Final Residential Façade Improvement Program inspection verifying the work has been completed according to the letter of intent
- Copies of all final invoices
- Signed and notarized waiver(s) of lien on the property
- Proof of payment (i.e. canceled check, credit card statement, receipt, etc.)

Upon submittal of the following reimbursement materials, reimbursement will be placed on the warrant list for approval of the payment by the Village Board. *Please note, this process can take up to 3 weeks.*

Program Penalties

All applicants granted financial support are required to comply with all Village codes and ordinances. Failure to do so, as documented by citations issued by the Village of East Dundee, will subject that awardee to all applicable fines and penalties allowable under Village code including a reduction in Residential Façade Improvement Program grant funding in part or in full.

Questions

Interested property owners are encouraged to contact the Village prior to submitting an application or for any questions about the program. Inquires can be directed to Doug Bergren, Economic Development Director, at (847) 426-2822 x6116 or dbergren@eastdundee.net.



Village of East Dundee Residential Façade Improvement Program Application

Property Owner: _____

Address: _____
Street City State Zip

Historic District: Yes No (Circle One)

Phone Number: _____ Email: _____

Proposed Project: _____

Project Budget: _____ Reimbursement Request: _____

Proposed Contractor(s): _____

Required Attachments (Check all attached documents):

- Complete Residential Façade Improvement Program Application
- Proof of ownership
- Proof of property taxes paid
- Historic District Certificate of Appropriateness (if applicable)
- Photos of residential structure to be improved
- Detailed description and sketch/rendering of the work to be performed (including building materials and color scheme)
- Working architectural drawings, if requested by the Building Inspector
- Copies of a minimum of a 3 qualified bids for each portion of the project in which funding is being requested
- Schedule of work to be completed

Applicant Signature: _____ Date: _____

.....
Village Official Use

Date Received: _____ Application Complete: Yes No (Circle One)

Official Signature: _____