



City of Del Rio Economic Development

Ori Fernandez, Economic Development Director

109 West Broadway St., Del Rio, TX 78840

830-774-8638 | ofernandez@cityofdelrio.com

FAÇADE ASSISTANCE PROGRAM

PROGRAM OBJECTIVES:

The City of Del Rio's Economic Development Department wishes to maintain and improve the quality of life for the citizens of Del Rio by fostering an economically viable community. Citizens and visitors want to shop in an attractive and inviting environment. Property owners want to generate adequate rents from their buildings while creating a sense of pride in their investment. All of this is to be accomplished while maintaining, preserving, and protecting the integrity of the commercial properties in Del Rio.

In order to help achieve this goal, the City of Del Rio Economic Development Department has established a Façade Assistance Program. The program is administered by the City of Del Rio's Main Street Program Board and obtains funding from the City of Del Rio's general fund. To receive assistance under this program, qualified applicants must complete the application and conduct their project under the guidelines of the Main Street Program.

FINANCIAL ASSISTANCE:

Applicants who qualify may receive a grant of up to 50% of the total project cost with a maximum reimbursement of \$10,000. Each property owner will contribute 50% toward the project and the Façade Assistance Program will contribute 50%. For example, if the project is \$20,000 or more, the grant will reimburse \$10,000. If the total project cost is less than \$20,000, the grant will reimburse 50% of the total project cost.

APPLICANTS:

- **Must be property owners. Proof of ownership may be required of applicants operating a business in an applicant-owned facility.**
- **Business facilities must be zoned for commercial use.**
- **Businesses in the Del Rio city limits are eligible to participate in the grant program. Commercial properties must be 20 years or older.**
- **Commercial properties must comply with state and local code requirements.**
- **All improvements must comply with the City of Del Rio Design Guidelines and the City of Del Rio Code of Ordinances.**
- **File all appropriate permits with Development Services where required by currently adopted code model and City ordinances.**

ELIGIBLE IMPROVEMENTS:

- **Removal of elements, which cover architectural details**
- **Repair of original architectural details**
- **New storefront construction within existing buildings**
- **Window repair with new materials and window framing visible from the street**
- **Removal of handicapped barriers**
- **Restoration or replication of existing signage. New signage must comply with the City of Del Rio Design Guidelines and the City of Del Rio Code of Ordinances.**
- **Exterior painting and repairs to walls**
- **Awnings**
- **Exterior property beautification, including parking lot improvements, porches, walkways, sidewalks, exterior lighting, and signage.**
- **Other improvements can be made if they meet the objectives of the program and have prior written approval of the City of Del Rio Main Street Program Board.**

INELIGIBLE IMPROVEMENTS:

- **Projects which are underway or started prior to an executed agreement are NOT eligible to participate in the Façade Assistance Program.**
- **Interior improvements**
- **Roof repair not visible from the street**
- **Removal of original or architecturally important features**
- **Any structure not part of the original building, attached or detached and/or any structure that can be removed**
- **Planters—landscaping or lighting for either**

CHANGES TO THE FAÇADE AFTER COMPLETION:

Participants must agree not to change or alter the improved façade without prior written approval from the City of Del Rio Main Street Program for five (5) years from the date of funding.

CONSULTATION ASSISTANCE:

Through its association with the Texas Main Street organization, the City of Del Rio Main Street Program provides access to specific design services for properties within the designated Main Street District to assist with basic restoration and rehabilitation information. These services include: building examination for evidence of historic materials; assistance in determining the historic character of a building and making historically sensitive design decisions; façade renderings prepared to indicate how a building might look if restored; sign design assistance; consultation to select colors; consultation as to federal and state tax credit; and consultation as to Americans with Disabilities Act and Texas Accessibility Standards.

GRANT GUIDELINES:

- **Grants will be administered on a first come, first serve basis dependent upon the availability of funds.**

- **No grant will be awarded for work that has already been initiated or completed. Building or business owners must apply for the grant before work has begun.**
- **A funding cycle shall be from October 1st to September 30th of a given year. The Main Street Program shall be under no obligation to utilize all designated funds during a funding cycle. Upon depletion of the designated funds, the Main Street Program may, at its sole discretion and without any obligation to do so, elect to fund additional grants during a given funding cycle. The Main Street Program may elect, but is not obligated to do so, to hold over any pending applications; however, the Main Street Program is under no obligation to establish future funding cycles.**
- **Grant funding will be limited to one grant to any one building during a grant-funding cycle.**
- **Approved projects must be completed within one (1) year of approval, and all receipts for approval and reimbursement must be turned in. If the applicant is unable to complete the work within this timeframe, applicant must make a written request for an extension. Extensions will be limited to two (2) – sixty (60) day periods.**
- **Applications should be presented which take into account the standards promulgated by Texas Main Street and the Secretary of Interior's Standards for Rehabilitation.**
- **Preference will be given to those buildings located within the designated Downtown Historic District. The Main Street Program has discretion to approve funds for buildings located outside of the Historic District.**
- **Projects not completed according to the application will be denied funding.**

GRANT APPLICATION PROCESS/CHECKLIST:

1. **Complete the Grant Application. (including Parts 1, 2, 3 and the Application Agreement Form)**
2. **Make certain that all requested attachments to the application are provided as requested, including the following:**
 - Exterior Photo of Building**
 - Cost Estimate (dated no more than 90 days prior to grant application submission)**
 - Explanation of Scope of Work**
 - Architect Drawing of Proposed Façade**
 - Color Samples of Paint & Material Selections**

FAÇADE GRANT APPLICATION

PART ONE:

Date: _____

Name of Applicant(s): _____

Name of Building Owner: _____

Name of Business: _____

Physical Address of Business: _____

Mailing Address: _____

Mailing Address of Building Owner: _____

Day Phone: _____ Cell Phone: _____

Project Address: _____

Email Address: _____

PART TWO:

Façade Grant applicants must consult with the Economic Development Director before finalizing plans.

Yes, I would like to request a consultation with the Economic Development Director.

Please answer the following questions:

1. What are your plans and ideas, and how can we specifically assist you?

2. What is your projected start and completion dates?

3. What is your estimated budget?

PART THREE:

Labor will be: **Hired** **Myself** **Volunteer**

Date of Completion: _____

Applicant Signature: _____ **Date:** _____

(To Be Completed by Economic Development Staff)

Main Street Program Board

Date Approved: _____ **Chairman/Chairwoman:** _____

Dated Approved: _____ **Economic Development Director:** _____

**For more information, contact City of Del Rio Economic Development,
109 W. Broadway Street, Del Rio, Texas 78840 or 830-774-8638**

APPLICATION AGREEMENT FORM

I have met with the Economic Development Director, and I fully understand the procedures established by the Main Street Program Board and intend to use this grant for the aforementioned exterior renovation project which supports the City of Del Rio Economic Development program of activity.

I understand that if I am granted a Façade Grant by the Main Street Program Board, any deviation from this agreement may result in the withdrawal of the Grant.

I understand that the Façade Grant will be administered as a reimbursement once the project has been completed as agreed upon, receipts are shown for the work completed, and a photo is provided showing the completed project.

I agree to hold harmless, indemnify and defend the City of Del Rio Main Street Program Board, the City, and their officers, agents, and employees from and against any claims for injuries or property damage caused by myself and my agents or employees during the course of this agreement.

I understand that the Facade Grants will be administered on a first come, first serve basis as long as funds are available. All decisions of the Main Street Program Board are final.

I understand that all projects must comply with the City of Del Rio ordinances and building codes and that I must have a sign permit from the City of Del Rio before installing signage.

Applicant Signature

Date

FACADE GRANT APPROVAL AGREEMENT FORM

I have met with the City of Del Rio Economic Development Director, and I fully understand the Façade Reimbursement Grant Procedures and Details established by the City of Del Rio Main Street Program Board. I intend to use this grant for the aforementioned renovation projects to forward the efforts of the downtown revitalization and historic preservation program known as Del Rio Main Street.

I have read the Façade Reimbursement Grant Application Procedures including the Façade Reimbursement Grant Details. I understand that if I am awarded a Façade Reimbursement Grant by the City of Del Rio Main Street Program Board, any deviation from the approved project may result in the partial or total withdrawal of the Façade Reimbursement Grant. I agree to complete the approved project within one (1) year of the date of approval of the project. I agree not to alter or change the façade improved with the grant funds without the prior written approval of City of Del Rio Main Street within five (5) years from the date of issuance of the Occupancy Permit by the City of Del Rio. If the façade is altered for any reason within one (1) year from the completion of construction, I may be required to reimburse the City of Del Rio immediately for the full amount of the Façade Reimbursement Grant.

Business Name

Applicant's Signature **Date**

Building Owner's Signature **Date**

Economic Development Director's Signature **Date**

Chair of the Del Rio Main Street Program Board **Date**

