



Commercial Façade Improvement Program

Kenyon Economic Development Authority

In order to encourage commercial property owners to make exterior improvements to buildings in the City of Kenyon, the EDA will offer the Commercial Façade Improvement Program for commercial buildings located within the C-1, C-2, and I-1 Zoning District. Limited funding is available and projects will be considered on a first-come-first-served basis.

Program Description: The purpose of the Program is to make appropriate façade improvements to buildings in Kenyon in order to highlight the architectural heritage and enhance the visual appeal and vibrancy of commercial areas in the City. The façade improvement program can only be used for exterior repairs/improvements, exterior code violation corrections, handicapped accessibility improvements and energy efficiency improvements.

- The maximum amount of assistance per building is up to \$4,000. *(The maximum amount may be adjusted due to available funding.)*
- The maximum grant assistance per building is 50% of the total project cost
- The breakdown will be 50% façade improvement grant, 50% owner match
- Owner investment can come in the form of cash or commercial financing
- Reimbursement will be issued once the work is completed
- Photos documenting progress both before and after completion must accommodate the receipts for proof of completion
- Application must be submitted within 12 months of EDA official approval
- Check will be created at earliest convenience and mailed to address on the application

Eligible Improvements (subject to EDA approval include the following):

- Approved exterior lighting and signage
- Rehabilitation or replacement of doors and windows
- Replacement or installation of traditional awnings
- Removal of non-historic materials or additions
- ADA handicap accessibility improvements
- Exterior code violation corrections
- Exterior painting or cleaning
- Exterior maintenance which requires specialized care or expertise (tuck-pointing, roof repairs, etc.)

Ineligible Improvements:

- Any improvements completed or in progress at the time of application
- Interior renovations or improvements
- Building additions / new construction
- Building acquisition

Application Process:

- A. Applicant must own the property or have the written consent of the property owner to make improvements
- B. Applicant must be current on all taxes, loans, and utility payments
- C. Applicant must submit an application (see attached) that indicates the following:
 1. Brief description of the project with total project cost estimates
 2. Eligible façade improvements for which the grant funds will be used
 3. Total amount of Façade Improvement Grant Funds being requested
 4. Source of matching funds that will be used for the project (cash or commercial loan)



COMMERICAL FAÇADE IMPROVEMENT PROGRAM
APPLICATION FORM

Property Address: _____

Property Identification Number (PID): _____

Property Owner: _____

Property Owner's Mailing Address: _____

Property Owner's Phone Number: _____

Property Owner's e-mail Address: _____

Business Owner (If Different): _____

Business Name: _____

Business Owner's Mailing Address: _____

Business Owner's Phone Number: _____

Business Owner's e-mail Address: _____

- 1) Provide a brief description of the project with total project cost estimates. Please include the specific eligible façade improvements for which the grant dollars will be used:

(Feel free to continue on a separate sheet and attach to this form)

- 2) Total grant funds requested (50% match required up to \$4,000): _____

- 3) Source of matching funds for the project (cash or loan funds): _____

Signature of Building Owner: _____

Signature of Business Owner (If Different): _____

Date Submitted: _____

Return Completed Form to: Kenyon Economic Development Authority
709 Second St.
Kenyon, MN 55946
Phone: (507) 789-6415 Fax: (507) 789-5604
Email: info@cityofkenyon.gov