

CITY OF FORT WORTH

CAVILE PLACE/HISTORIC STOP SIX CHOICE NEIGHBORHOOD INITIATIVE FAÇADE IMPROVEMENT PROGRAM

I. GENERAL PURPOSE AND OBJECTIVES

- A. The purpose of the Cavile Place/Historic Stop Six Choice Neighborhood Initiative Façade Improvement Program (“Stop Six Façade Improvement Program”) is to encourage local businesses in the Cavile Place/Historic Stop Six Choice Neighborhood Initiative area to improve façades in the commercial corridors, and to promote commercial revitalization and economic development. The Stop Six Façade Improvement Program will end when all funds have been expended. The Stop Six Façade Improvement Program is funded through a partnership with the Economic Development Department and will utilize funding from the Economic Development Initiatives Fund (EDIF).
- B. In October 2019, the City Council (1) authorized the City to act as a co-applicant with The Housing Authority of the City of Fort Worth, d/b/a Fort Housing Solutions (FWHS) for a Choice Neighborhoods Implementation (CNI) grant from the U.S. Department of Housing and Urban Development (HUD), (2) adopted a revised Cavile Place/Historic Stop Six Neighborhood Transformation Plan (Transformation Plan), and (3) committed funds over a six-year period for various improvements and activities in the Cavile Place and Historic Stop Six neighborhood, subject to receipt of the grant and other required approvals (Mayor and Council Communication (M&C) 19-0268). In Spring 2020, the City was notified that the City and FWHS had been awarded the CNI grant. A key component of the CNI grant was to develop a Critical Community Improvements plan (CCI), that focuses on activities designed to support and enhance housing and neighborhood initiatives and promote economic development. Up to fifteen percent of the CNI grant funds may be used to fund CCI initiatives. In November 2020, the City of Fort Worth received a Curtis Infrastructure grant from the Urban Land Institute to conduct a technical assistance panel to develop the CCI for the Cavile Place/Historic Stop Six Neighborhood. The panel outlined ten activities that would directly address both neighborhood challenges and resident concerns. Out of the ten suggested strategies, three were chosen for the CCI plan. As co-applicant, the City agreed to support FWHS in implementing the Transformation Plan by providing resources for eligible activities. The purpose of this façade improvement program is to assist with the goals and efforts of this CNI initiative and the CCI plan.

II. DEFINITIONS

“*Building*” means, for funding purposes, a contiguous structure with shared walls, not including firewalls. Multi-space shopping centers will be counted as one building.

“*Eligible Improvements*” means any construction or aesthetic alteration made to the side of the Building parallel to the primary right-of-way and improvements to the interior wall of the façade caused as a result of improvements to the façade, as approved by City staff through the application process and those improvements listed in the policy.

“*Developer*” means a legal entity/party that enters into the Reimbursement Agreement with the City to receive funds from the Stop Six Façade Improvement Program.

“*Façade*” means the portion of the Building parallel to the primary right-of-way as determined by the City.

“*Owner*” means the legal owner of the property on which the Project is located.

“*Project*” means the City approved improvements to the Building eligible for Stop Six Façade Improvement Program funds.

III. ELIGIBLE PROJECTS

A. Eligible Projects. In order for a Project to be considered for funding under the Stop Six Façade Improvement Program, it must meet the following criteria:

1. The Project must be located in
 - a. the defined Cavile Place/Historic Stop Six Choice Neighborhood Initiative eligible area and
 - b. on one of the commercial corridors listed below and defined by the attached map:
 - East Rosedale Street
 - Amanda Street
 - Miller Avenue
 - East Berry Street
2. The use of the property must be in compliance with the City’s Zoning Ordinance.
3. The Developer:
 - a. must invest its own funds on Eligible Improvements;
 - b. must submit a complete application to the City;
 - c. must not be delinquent in paying property taxes for any property owned by the Developer; and
 - d. must not have any City liens filed against any property owned by the Developer, including but not limited to, weed liens, demolition liens, board-up/open structure liens and paving liens.
4. No delinquent taxes shall be owed for the property on which the Project is located.

IV. ELIGIBLE IMPROVEMENTS AND EXPENDITURES

A. Eligible Improvements. Eligible improvements are limited to the following:

1. signage attached to the facade;
2. painting on façade side;
3. siding on façade side;
4. brick/stone/masonry on façade side;
5. glass on façade side;
6. windows on façade side;
7. doors on façade side;
8. trim on facade;

9. awnings attached to facade;
10. building or CODE compliance items on façade exterior;
11. repairs to building entries on façade side;
12. ADA accessibility requirements on façade side;
13. permitting fees for façade items;
14. architectural or survey professional fees as part of façade improvements;
15. structural improvements to façade; or
16. exterior lighting attached to the façade.

B. Ineligible Improvements:

1. exterior improvements located on the sides or rear of buildings;
2. interior improvements;
3. landscaping;
4. equipment;
5. costs related to improvements not made on the façade; or
6. other costs not outlined as eligible in this policy.

V. SELECTION PROCESS

A. Application. A complete application with the application fee of \$50.00 must be submitted along with the following attachments:

1. Proof of ownership and/or occupancy such as deed/lease. If the Developer does not own the property on which the Project is located, the Developer must provide proof satisfactorily to City that the proposed improvements are allowed and authorized by the Owner;
2. Detailed explanation of proposed improvements;
3. Renderings, elevations, drawings etc. for proposed improvements;
4. Photographs of existing conditions; and
5. Construction cost breakdown that differentiates Eligible Improvements from other improvements if any.

B. Denied Applications.

1. Applications will be denied 30 days after submission if all required documentation is not received by the City.
2. Applicants will have 60 days after the date of denial to resubmit applications without paying a new application fee.
3. Applications will not be accepted after funding for this Program has been expended.

VI. REIMBURSEMENT OF ELIGIBLE FAÇADE IMPROVEMENTS

A. Funding for a Project is subject to availability and will be allocated on a first come, first approved basis. Once an application is approved, in order to participate in Façade Improvement Program, a Reimbursement Agreement outlining the terms and conditions of City providing funds to the Project must be executed by the Owner. Funding for the Project will be set aside

so long as construction permits are pulled or work has commenced on the façade within 180 days of Project approval.

- B.** City shall reimburse \$1.00 for every \$2.00 spent by Developer on Eligible Improvements at the completion of the Project. City shall only reimburse for eligible façade improvements and shall not reimburse any funds spent on improvements made to other portions of the building.
- C.** Each Project can receive a maximum of \$50,000 per building for Eligible Improvements.
- D.** Funds will be paid to Developer after all improvements have been made and approved by City and the terms of the Reimbursement Agreement have been met.
- E.** In order to receive funds, Developer must provide proof of expenditures for Eligible Improvements with supporting documentation, which must include:
 - 1. Itemized invoices that differentiate Eligible Improvements versus other improvements;
 - 2. Cleared checks and/or bank statements;
 - 3. Release of liens for the work performed, if any;
 - 4. Certificate of occupancy;
 - 5. Final inspection report from City; and
 - 6. Photographs of all completed Eligible Improvements.

VII. REQUIREMENTS FOR APPROVED PROJECTS

- A. Approvals.** Prior to construction commencement, all federal, state, and/or local approvals necessary to complete the improvements must be provided. Approvals could include:
 - 1. City's Historic and Cultural Landmarks Commission;
 - 2. City's Zoning Commission;
 - 3. City's Urban Design Commission;
 - 4. City's Downtown Design Review Board;
 - 5. City's Plan Commission;
 - 6. City's Building Standards Commission; and
 - 7. Permitting.
- B. Project Completion.** The completion date of the improvements to be constructed will be determined on a case-by-case basis and will be included in the Reimbursement Agreement. If the Project is not completed by this date, then the Project will be ineligible for funding, but City staff in its sole discretion may extend this date upon written request from the Developer.