



# FAÇADE IMPROVEMENT PROGRAM

## Michigan Street Façade Improvement Program

# OVERVIEW

A vibrant façade improvement program is one of the many tools neighborhoods in Grand Rapids and across the country have used to stimulate and expand the economic vitality of local business districts.

The financial assistance program described below is intended to reimburse eligible business owners for façade upgrades or alterations to building exteriors.

### PROGRAM OBJECTIVE

Enhances the facades of commercial buildings in the Michigan Street CIA.

### VISION

Make Michigan Street a destination within Grand Rapids that is celebrated for its vibrant diversity, culture, history and charm.

### MISSION

Promote Michigan Street's unique identity, and help businesses thrive.

## Michigan Street Façade Improvement Program

# OVERVIEW

### FUNDING

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Approved projects are eligible for reimbursement of up to 50 percent of project costs for eligible project elements (i.e. upgrades or alterations to building exteriors, CEPTED compliance) up to \$10,000. A \$2,000 non-matched design funds are additionally available. Funding is provided on a competitive basis.

### EVALUATION

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Any building located in the MI Street Corridor Improvement Authority (CIA) boundary is eligible for the MI Street CIA Business Façade Improvement Program. Submitted applications will be evaluated to determine their ability to advance the goals of the Tax Increment Financing (TIF) and Development Plan, with a specific focus on commercial buildings. The MI Street CIA will fund project elements and enhancements in addition to what is required by the City of Grand Rapids, and which are deemed to be privately owned.

Applications will be reviewed by the Design Committee appointed by the MI Street CIA board. The Design Committee will recommend projects to the board for approval. On an annual basis, the MI Street CIA Board will review the Program Guidelines to determine if changes are required to meet the ever-evolving needs of MI Street.

## Michigan Street Façade Improvement Program

# OVERVIEW

### REQUIREMENTS

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- Property must be located within the Michigan Street CIA boundary (see page 7)
- Property must contain an active commercial business or be undergoing renovations for the opening of a business within six months
- Applicants must be current on City of Grand Rapids taxes and must not owe other City fees prior to filing an application

### ELIGIBILITY

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- The installation of a new façade
- Major enhancement to an existing façade
- Business owners leasing space can apply with written permission from the property owner;
- Property should not be targeted for redevelopment.

General maintenance and upkeep of existing exterior is NOT included in this program.

# OVERVIEW

## PROGRAM PROCESS

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- Submit application with required attachments
- CIA Design Committee reviews application to confirm project eligibility and make recommendations to the board
- Agreement executed following MSCIA Board approval
- Project completed
- Itemized Receipts and proof of payment provided by applicant to Corridor Manager
- Design Committee presents update to MSCIA Board at regular monthly meeting
- Reimbursement issued

## Michigan Street Façade Improvement Program

# OVERVIEW

### PROGRAM PROCESS (CONT'D)

Applications will be reviewed monthly by the MSCIA Design Committee. Applicants are welcome to come to monthly MSCIA Design Committee meetings to additionally present their project in person.

Funding is provided on a competitive, first come, first served basis based on the CIA fiscal year and program budget.

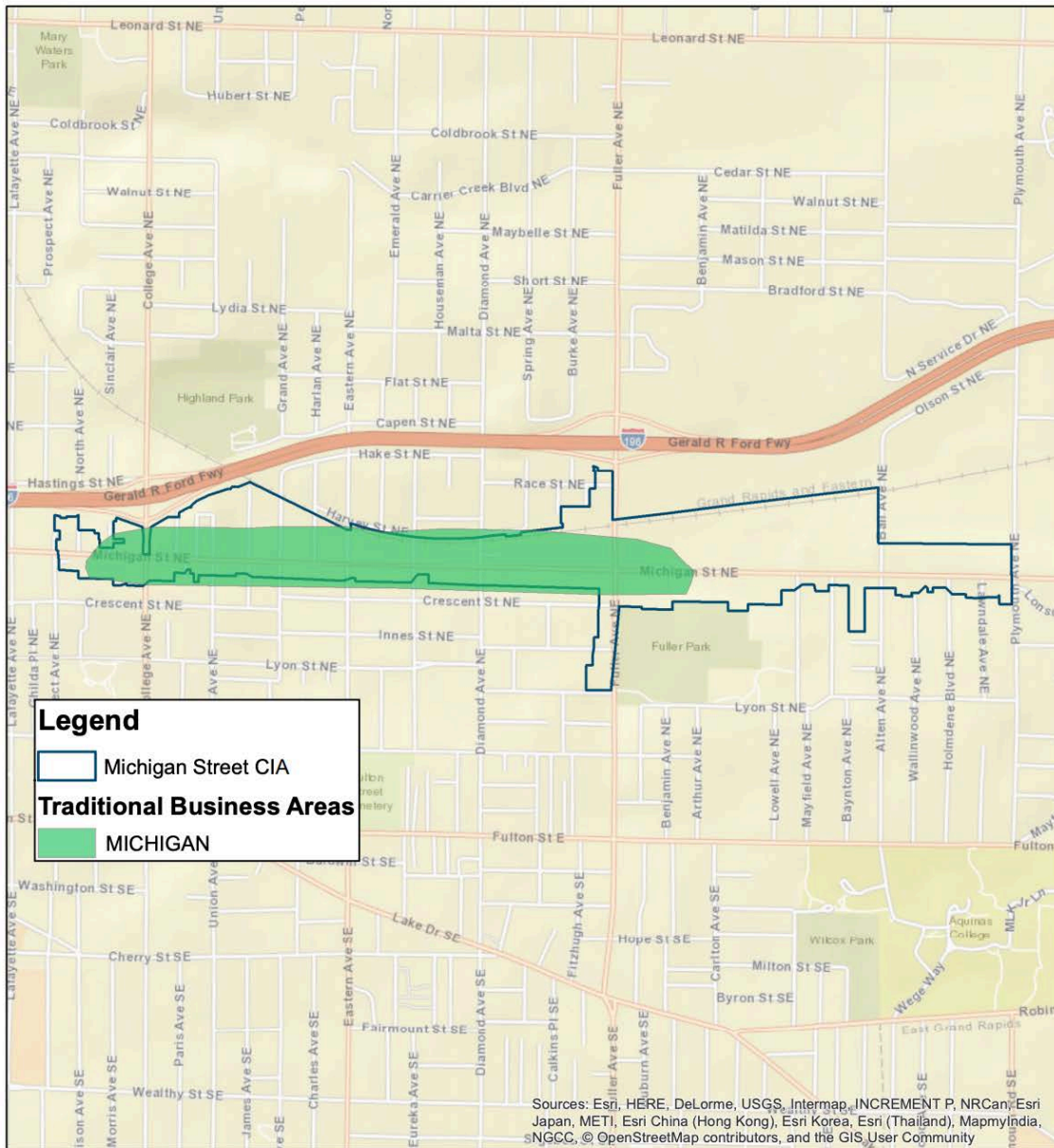
Approved projects are eligible for reimbursement of up to 50 percent of project costs for eligible project elements (i.e. upgrades or alterations to building exteriors up to \$10,000, with an additional \$2,000 design funding that requires no match.

Questions? Contact Kelsey Liebenow, Corridor Manager  
Email: [michiganstcia@gmail.com](mailto:michiganstcia@gmail.com)

# Michigan Street Façade Improvement Program

# MAP

## Michigan Street Corridor Improvement Authority (CIA)



Map Created by:  
City of Grand Rapids  
Engineering Department

Michigan Street Façade Improvement Program

# APPLICATION

## APPLICANT INFORMATION:

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List the names of the organization exactly as it is registered as well as the full names of all persons having an interest in the property.

Applicant Name(s):

Business/Organization Name:

Mailing Address:

Applicant's Email:

Applicant's Phone:

If the applicant is not an individual, indicate the type of organization:

- Partnership
- Corporation
- Limited Liability Corporation
- Other
- SS# or EIN#:

Identify the applicant's legal interest in the property:

- Property owner having title
- Land contract vendee
- Purchaser by option or purchase agreement
- Lessee
- Other:



Michigan Street Façade Improvement Program

# APPLICATION

## PROJECT INFORMATION:

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Property Address:

Parcel Number:

Current Use:

Proposed Use (if different from Current use):

Current and/or future tenant(s):

# of floors in building:

Total Linear Frontage Area:

Project Architect Name (if applicable):

# APPLICATION

## PROJECT DESCRIPTION:

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Total Project Cost:

Amount Requested for Reimbursement:

Estimated completion date:

Include the following attachments:

- o Contractor estimates
- o Site plans
- o Photos of existing Conditions
- o Lease (if applicable)
- o Renderings
- o Owner Approval Letter (if applicant is not the property owner)

Michigan Street Façade Improvement Program

# APPLICATION

## APPLICANT REQUEST:

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Applicant must read the following statement and sign.

The undersigned hereby request that the Michigan Street Corridor Improvement Authority provide assistance to the project described in this application for the expressed purpose described above.

The applicant affirms and acknowledges that the applicant has legal interest in the property as described on page of this application.

The offer of assistance will only be effective upon execution of the agreement between the applicant and the Michigan Street CIA.

The answers and statements contained in this application and in the attachments are in all respects true and correct to the best of my knowledge and belief.

\_\_\_\_\_  
Print Applicant Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

Michigan Street Façade Improvement Program

# APPLICATION

OWNER'S SIGNATURE:

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Owner Name(s):

Owner Mailing Address:

Owner's Email:

Owner's Phone:

If the applicant is not the owner or the property, the property owner must read the following and sign below.

The undersigned hereby affirms and acknowledges that they are the owner(s) of the property described in the application, are aware of the contents of this application, and hereby authorize the applicant to submit this application and represent the undersigned in the matter being reviewed by the Michigan Street Façade Improvement Committee and CIA.

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Print Owner Name

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Date

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Owner Signature

Michigan Street Façade Improvement Program

# APPLICATION

Return completed application with attachments to:

City of Grand Rapids Office of Economic Development  
Michigan Street Corridor Improvement Authority  
300 Monroe Ave NW, 9th Floor  
Grand Rapids, MI 49503

Questions? Contact Kelsey Liebenow, Corridor  
Manager Email: [michiganstcia@gmail.com](mailto:michiganstcia@gmail.com)