

## **EXHIBIT 1D**

### **CITY OF NOKOMIS FAÇADE, BUILDING IMPROVEMENT, & SIGN GRANT PROGRAM**

The grant programs outlined in the following pages shall be funded entirely through a portion of Nokomis Business District funds, a fund that is supported solely by a one-percent sales tax on goods within the boundaries of which are shown on page 10 hereof. Business District funds shall be dedicated to the grant programs at the beginning of each fiscal year, depending on the City's budget, and will expire when exhausted or at the end of each fiscal year, whichever shall first occur.

Program guidelines and application packets can be picked up at the Nokomis City Hall. Completed applications and all related materials shall be submitted to the City Clerk.



## -EXHIBIT 1D-

### CITY OF NOKOMIS FAÇADE, BUILDING IMPROVEMENT, & SIGN GRANT PROGRAM APPLICATION CHECKLIST

The City of Nokomis has established grant programs to aid in the revitalization of the Business District, which includes the downtown area. Applicants must (1) own property located within the established Business District and (2) be in good standing, free and clear of all taxes, liens, and fees due or payable to the City of Nokomis, the State of Illinois, or the County of Montgomery. Preference will be given to applicants who presently pay into the Illinois Department of Revenue ("IDOR") sales tax system and those who have plans to begin paying into the IDOR sales tax system within one year from grant award date. However, businesses located in the Business District that will not or do not generate sales tax revenue are also eligible. Properties that are considered to be in primarily residential use are ineligible.

There are three (3) different grants available, as follows:

1. The **façade grant** is a 50/50 match grant with a maximum grant of up to \$2,500.00.
2. The **building improvement grant (B.I.G.)** is a 50/50 match grant with a maximum grant of up to \$9,000.00.
  - a. Applicants who are, at the time of application, presently paying into the IDOR sales tax system are eligible for a grant of up to \$9,000.00.
  - b. All other applicants are eligible for a maximum grant of up to \$6,000.00. However, applicants who are awarded a grant of \$6,000.00 may be eligible to receive a supplemental grant of up to \$3,000.00 (\$9,000.00 maximum) upon providing sufficient proof that, within one (1) year of being approved for the \$6,000.00 grant, the applicant began paying into the IDOR sales tax system. The supplemental grant of up to \$3,000.00 may be requested no later than one (1) year after the City approves a request for payment on the \$6,000.00 grant.
  - c. Commercial properties that include a personal residence occupied by the business owner or any officer or shareholder of the applicant business must demonstrate that at least half (50%) of the resident owner's, officer's, or shareholder's annual income is produced by the business activities by providing a copy of the applicant's previous year's filed Federal income tax return with the application.
3. The **signage grant** is a 50/50 match grant with a maximum grant of up to \$500.00.

All grants are subject to availability of funds appropriated to the program. In-kind services cannot be used to meet 50 percent match.

Applicants may receive no more than one grant per year. Each property may receive only one façade grant, one building improvement grant, or one sign grant per year. However, the supplemental grant listed in paragraph 2.b. above shall be considered a part of the initial \$6,000.00 grant, but the timing of payment may be dependent on the availability of budgeted funds. Priority will be given to first time applicants. Approved grants will be awarded on a reimbursement basis only after applicants have completed the project and have demonstrated full compliance with grant requirements. **All projects**

**must meet local building codes and be approved by the Commissioner of Public Health and Safety (or designee) after submission of plans and any additional documentation that may be required or requested and obtaining a building permit when necessary.**

The grant cycle is based upon the City of Nokomis fiscal year, May 1 through April 30th, of each year. Grants are evaluated on an individual, first-come first-served basis and will be evaluated according to the guidelines of the program. The final award of funding will be approved by the Nokomis City Council, in its sole discretion. The City Council regularly meets on the second and fourth Mondays of each month.

**Please submit the complete application, including:**

- Completed application form
- Detailed drawings of the building façade/building improvement/sign, including information which will assist in understanding the scope of the project, such as:
  - Building Materials
  - Colors (paint chips, brick/stone color, etc. Must meet approved colors.)
  - Exterior Lighting
  - Window and door types
  - Architectural detailing
  - Sign specifications
  - Awnings
  - General renovation details ...
- Multiple quotes from qualified contractors detailing the cost of completing the proposed work are preferred. Include quotes and/or contracts for any other eligible expenses. Please indicate which contractor you are likely to have do the work and why. If you plan on completing the project by yourself, the quote provided must be for materials only. No labor charges by the owner of the building or any present or future tenant of the building shall be reimbursed by the City.

**To: City of Nokomis**  
22 S. Cedar St.  
Nokomis, IL 62075  
(217) 563-2514



## CITY OF NOKOMIS B.I.G. BUILDING IMPROVEMENT GRANT DESIGN GUIDELINES

All applicants shall utilize the design standards set forth below as guidelines for designing improvements to buildings located within the City of Nokomis business district area.

### 1. PURPOSE & INTENT

It is the general intent of the City to renovate, preserve, and maintain commercial properties in the City of Nokomis through a process of design review in order to:

- Encourage redevelopment of our Business District using historical design standards that will attract visitors and customers alike.
- Integrate preservation of Nokomis' heritage and history into the process of redevelopment.
- Enhance the character of the Nokomis business community.
- Improve the appearance and value of the commercial properties within the City of Nokomis.

### 2. DESIGN GUIDELINES

- **Ceiling:** It is recommended and encouraged to restore or at least partially restore any old ceilings (i.e. pressed tin, bead board, etc.) when original materials are available. If original materials are not available, it is recommended and encouraged to design and construct a similar historic type ceiling featuring new materials in main building areas. Maintaining the original ceiling height is strongly suggested.
- **Context:** The facility is designed in a manner that is mindful of and complementary to the existing building and natural environment.
- **Harmony:** The facility uses materials, forms and colors that serve as unifying elements with the surrounding buildings and natural environment.
- **Compatibility:** The facility should be compatible with nearby buildings' architectural scale, color, rhythm and proportions.
- **Building Design:** All buildings shall be designed with attention and sensitivity to the historical, architectural and physical context in which they were originally constructed and are located.
- **Colors:** Color selection of exterior surfaces, materials and equipment should not detract from the surrounding area. Neon and fluorescent tones are discouraged. It is strongly encouraged that projects use colors chosen from the Benjamin Moore Historical Color Collection.
- **Historic preservation:** Preservation of unique historic or architectural landmarks is encouraged.
- **Roof/Structure:** Any roof or structural projects must meet or exceed local building codes and must bring the building into compliance and out of violation status, if applicable.

**All projects must meet local building codes and be approved by the Commissioner of Public Health and Safety (or designee) by submitting plans and any additional documentation that may be required or requested and obtaining a building permit when necessary.**

### **3. ELIGIBLE PROJECTS**

Grant money for the B.I.G. program may be used for, but not limited to, any of the following projects:

- Roof repair or replacement
- Ceiling restoration\*
- Upgrade to new high-efficiency heating and air conditioning system\*\*
- Upgrade to electrical service\*\*
- Upgrade plumbing\*\*
- Renovation of exterior spaces\*
- Historic preservation work\*
- Accessibility work
- Storefront windows\*
- Storefront doors\*
- Masonry repairs and tuck pointing (any areas other than facade)



## CITY OF NOKOMIS FACADE GRANT PROGRAM DESIGN GUIDELINES

The Façade Grant Program encourages the renovation of existing structures that recreate the original façade. Award will only be granted to projects that meet the eligibility requirements and that, preferably, restore as close as possible the original image of the property. Projects will be awarded on a competitive basis. In a situation where projects have equal merit, priority is given to first time applicants. **All projects must meet local building codes and be approved by the Commissioner of Public Health and Safety (or designee) by submitting plans and any additional documentation that may be required or requested and obtaining a building permit when necessary.**

### **Façade/Storefront Materials**

Whenever possible in designing a storefront, existing materials should be used; repairing rather than replacing. The following guidelines are appropriate for downtown façade improvements.

1. Storefront Frame-- wood, cast iron, anodized aluminum, or brick
2. Display Windows--clear glass
3. Entrance – wood, aluminum or steel
4. Sidewalls – wood panels, polished stone, glass, tile, brick
5. Storefronts Cornice – wood, tin, cast iron, stone, or formed concrete

**\*\*Certain materials should never be used on the traditional commercial buildings where they have no relationship to the original design themes and, therefore, violate the consistency of the building's appearance. Such inappropriate materials may include: cultured stone, rough textured wood siding, wooden shingles, vinyl or metal siding (typical of residential construction materials) and gravel or stucco materials. (Dryvit, similar to stucco has stone look, is an eligible material but not encouraged.)**

### **Rear Façade**

In most instances, customers do not enter in the rear of downtown businesses. However, if rear parking is available or if the rear of the facility is visible by the public, the upkeep and maintenance of the rear façade becomes extremely important.

1. Rear Entranceways- Entrances should be compatible with surrounding buildings. A small sign should be included in the design as to designate the business. An awning should be considered with rear entrances to aid customers in inclement weather.
2. Enclosed Dumpsters/Loading Areas- Every attempt should be made to make attractive the normal service equipment such as trash dumpster and loading areas. A gate closure system should be in place for the aesthetics as well as safety of the public. The structure shall be no more than six feet in height and create a visual barrier. The enclosed area should be constructed with wood or vinyl fencing.

### **Windows**

Every attempt should be made to preserve and retain each window, its function and any decorative details still remaining such as etching or beveled glass. Effort should be made to match original windows. Windows will preferable not be permanently filled or closed but may be decreased in size. Clear/etched or stain glass is preferred.

### **Doors**

The entry into a storefront often can be the focus on the façade. Maintaining a traditional entry door(s) can contribute to the overall character of the façade. Every effort should be made to maintain or repair the original door.

1. A new door should be with the same design and proportions as the original and made of wood, steel, fiberglass or standard aluminum.
2. A glass insert within the entrance door is required.

### **Awnings & Canopies**

1. All awnings must be made of weather resistant fabric and of an approved color. Canopies must be made of materials that complement the overall character of the Downtown Redevelopment Area.
2. Vinyl cloth/look fabric are superior to canvas materials as sun fading, wind damage, and weathering are minimized
3. "Stick-built" or wood framed/shingled awnings are not consistent with the historical theme and are not available for matching funds.
4. Awnings and canopies must be attached directly to the building without requiring poles or sidewalk supports, unless otherwise impossible.

### **Color/Paint**

1. Bright or brilliant colors shall be for accent and limited to 20% of the building façade.
2. Color scheme within the Downtown Business District Area should be used to create a community district. Colors for masonry, mortar, signage, paints and awnings should complement the schemes of the adjacent buildings if they meet the redevelopment guidelines. It is strongly encouraged that projects use colors chosen from the Benjamin Moore Historical Color Collection. Colors are required to be approved in advance to be eligible for grant award.
3. **Wall surfaces not previously painted such as brick, terra cotta, and stone should remain unpainted unless it is being used to cover a major flaw.**

### **Masonry & Tuck Pointing**

Weathering of masonry also involves the mortar joints. If cleaning takes place, new mortar joints should be included in the project. The new mortar should be filled and finished to match the depth and style intended in the original work. Mortar should be pigmented to match any existing color.

1. Cleaning masonry as to preserve and protect its surface is eligible for funding. Professional service expenses to clean masonry may be conducted in three methods: Water, Chemical or Abrasive.

### **Exterior Lighting**

1. All light fixtures must be harmonious with the overall building design.
2. Mounting of light fixtures is limited to the first floor.
3. Lights may not move or flash.



## CITY OF NOKOMIS BUILDING IMPROVEMENT GRANT / FACADE GRANT PROGRAM CHECKLIST

Use this form as a checklist to follow all steps needed to complete the Building Improvement Grant or Facade Grant Program application to receive approval.

- Meet with Commissioner of Public Health and Safety to determine project eligibility and review the Building Improvement Grant or Facade Grant instructions. Review checklist.
- Secure construction estimates from at least two contractors, making sure both materials and labor are listed as separate categories.
- Complete any required photographs.
- Secure all required drawings and color & fabric samples as specified by the Downtown Revitalization Guidelines.
- Complete the grant application.
- Return completed application and any required attachments to the City of Nokomis.

**Apply only if:**

- The proposed project can be completed in the time proposed.
- You have all adequate funding available for your 50% share of the completion of the proposed project.

**Use the checklist below to help determine if you have an eligible building improvement grant project:**

**If the project impacts the appearance of the building:**

- The proposed project improves the aesthetics of the building exterior.
- The proposed project impacts the complete façade of the building.

**If the project impacts the Safety of the building, tenant or customers**

- The proposed project aids in preventing deterioration of the structure.
- The proposed project eliminates a current threat to the health and safety of the public.
- The proposed work will improve the lighting or other aspects that will be of benefit to the existing or proposed business.
- The proposed project is necessary to bring the structure up to current building Codes.
- If the project impacts the Usability or Accessibility of the Building
- The proposed project provides space for a new or relocated business.
- The proposed project will result in additional employment within the Business District.
- The proposed project improves the building's handicapped accessibility.
- The proposed project has a positive impact on other facilities or businesses within the Business District.





## CITY OF NOKOMIS SIGN GRANT PROGRAM GUIDELINES

### **PURPOSE**

The purpose of the program is to provide grant funding to be used by businesses within the downtown business district area for the placement or replacement of exterior signage.

### **INCENTIVE**

The city of Nokomis shall provide a 50/50 matching grant of up to \$500.00 towards any approved signage projects.

### **WHAT IS ENCOURAGED**

- Aesthetically appealing projected signage (see example in photo below)
- Gooseneck lighted wall-mounted signage (see example in photo below)
- Aesthetically appealing window decals or artists paint (see example in photo below)
- Signs designed by a sign professional

### **PREFERENCE WILL BE GIVEN TO**

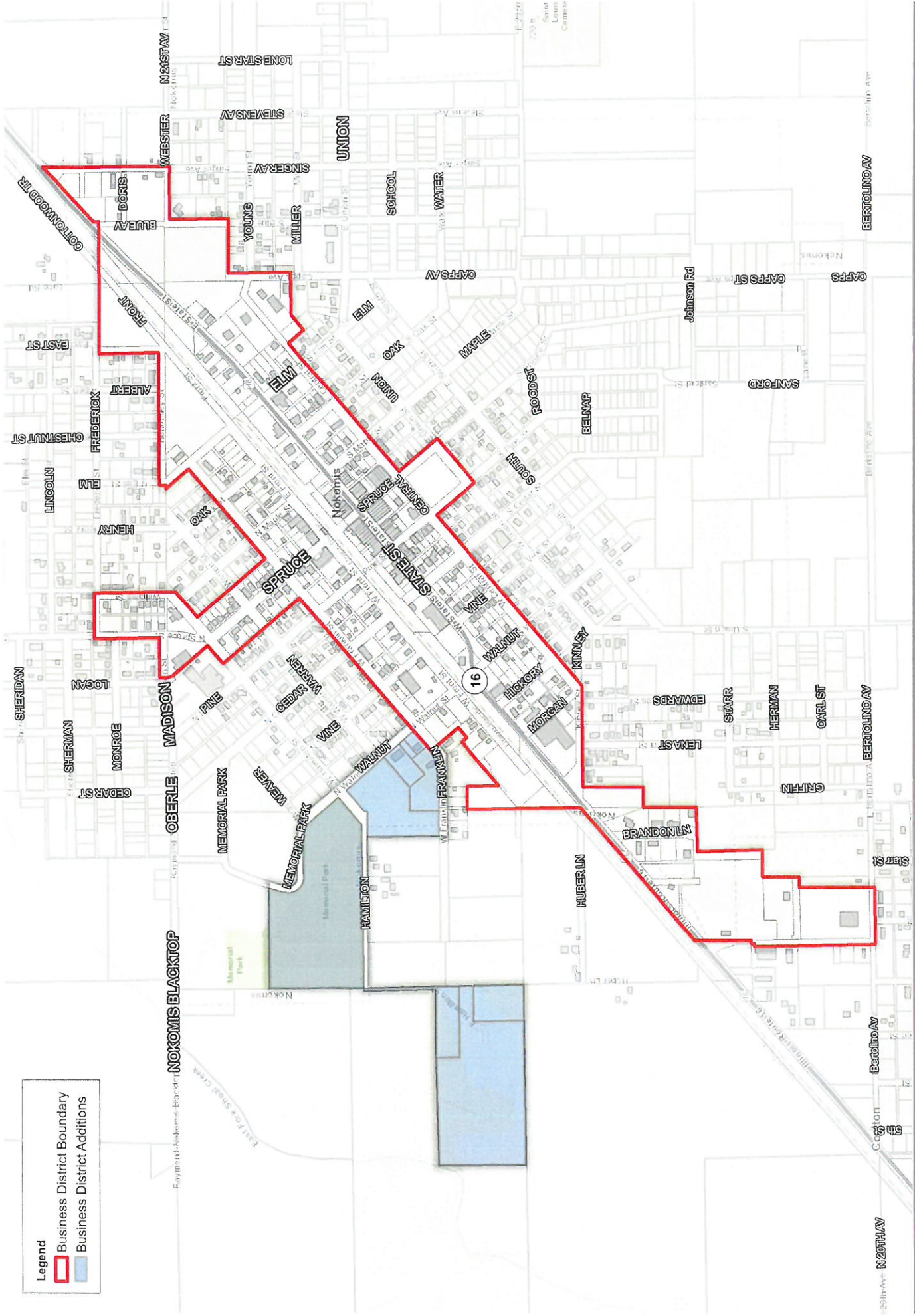
- Signage that is aesthetically pleasing
- Signage that enhances the pedestrian experience and clearly identifies the business

### **WHAT WILL NOT BE FUNDED**

- Purchase of portable signage
- LED or otherwise scrolling text or video signage

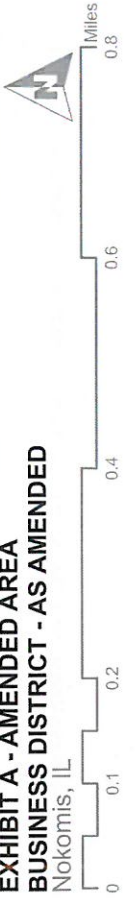
### **EXAMPLES:**

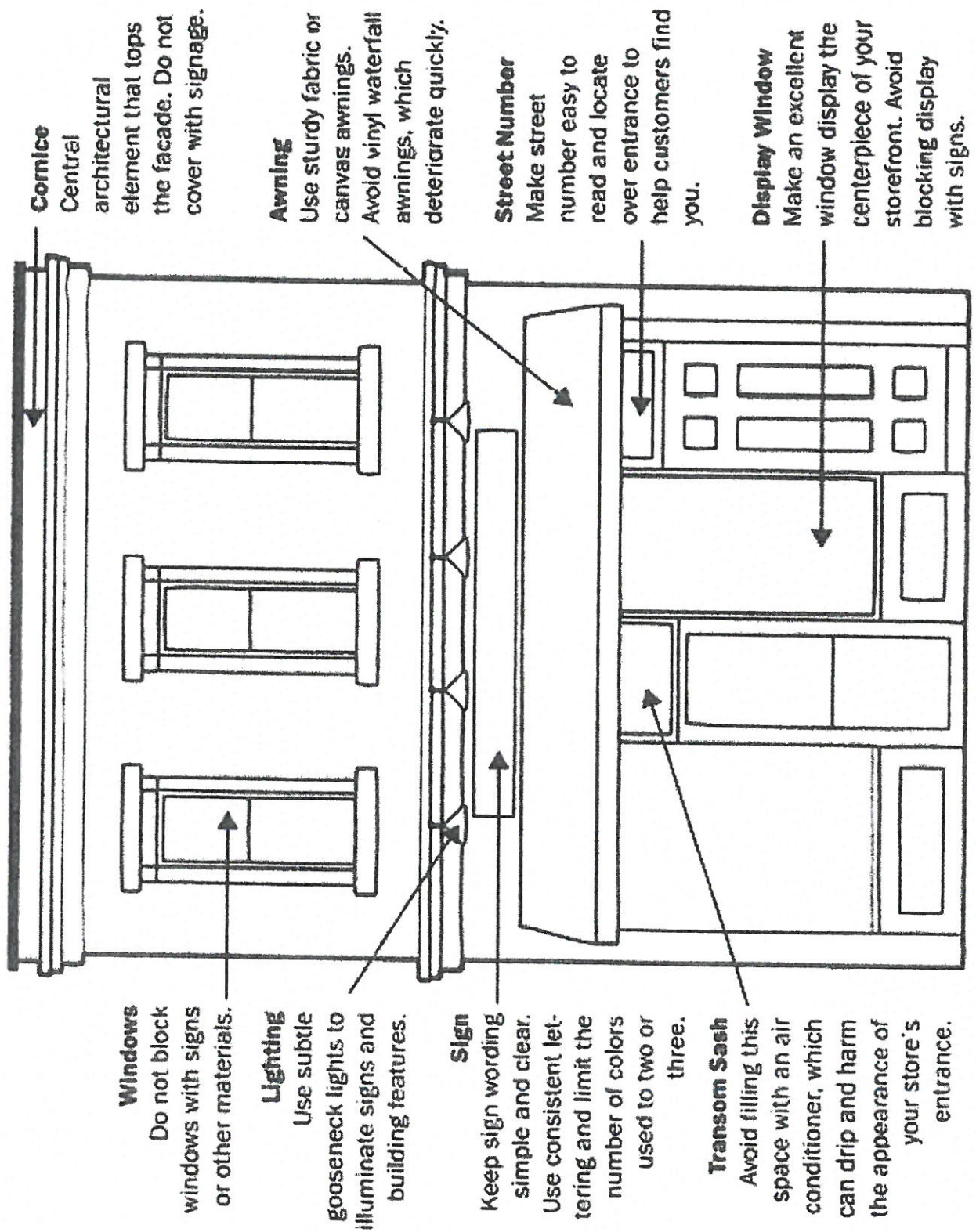




- Legend**
- Business District Boundary
  - Business District Additions

**EXHIBIT A - AMENDED AREA  
BUSINESS DISTRICT - AS AMENDED**  
Nokomis, IL





**Cornice**

Central architectural element that tops the facade. Do not cover with signage.

**Awning**

Use sturdy fabric or canvas awnings. Avoid vinyl waterfall awnings, which deteriorate quickly.

**Street Number**

Make street number easy to read and locate over entrance to help customers find you.

**Display Window**

Make an excellent window display the centerpiece of your storefront. Avoid blocking display with signs.

**Windows**

Do not block windows with signs or other materials.

**Lighting**

Use subtle gooseneck lights to illuminate signs and building features.

**Sign**

Keep sign wording simple and clear. Use consistent lettering and limit the number of colors used to two or three.

**Transom Sash**

Avoid filling this space with an air conditioner, which can drip and harm the appearance of your store's entrance.

**CITY OF NOKOMIS FACADE/BUILDING IMPROVEMENT/SIGN GRANT APPLICATION**

**Applicant:**

Name:	Address:
Email:	Phone:

**Property Owner (if different from applicant):**

Name:	Address:
Email:	Phone:

Project Address:	<b>Please (X)</b>
Property/Parcel Number:	Facade Grant ____ Sign Grant ____ Building Improvement Grant ____

**If selecting a facade grant, which facades are to be improved and the approximate surface area(s)? If 0, mark 0.**

<input type="checkbox"/> Front ____ sq. ft.	<input type="checkbox"/> Rear ____ sq. ft.	<input type="checkbox"/> Side ____ sq. ft.
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**If selecting a building improvement grant, which area is to be improved?**

Roof \_\_\_\_ Mechanical \_\_\_\_ Structural Improvements \_\_\_\_ Other \_\_\_\_

If other, please explain:

Anticipated start date:	*Projected completion date:
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\*must be within 120 days from start date after notification of award

Total estimated project cost: \$	Amount requested: \$
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Description of the proposed facade/building improvement/sign improvement: attach an additional sheet if needed


Quotes:	Name of contractor providing quote	Total amount including taxes
1:		\$
2:		\$

The undersigned applicant agrees to comply with the guidelines and procedures of the Façade and/or Signage Grant Program. I, the undersigned, certify that the information contained in this application and all attachments is true and correct to the best of my knowledge.

\_\_\_\_\_  
Applicant Signature \_\_\_\_\_ Date

**Owner's Authorization (to be completed if an agent/tenant is used to represent the owner):**

I, \_\_\_\_\_ being the registered owner of the subject lands hereby authorize \_\_\_\_\_ to prepare and submit this application for a Façade/sign improvement grant.

\_\_\_\_\_  
Signature of owner \_\_\_\_\_ Date