

## **Downtown Building Façade Improvement Program**

1. **Sponsored by:** The City of Odessa, the Odessa Development Corporation ("ODC"), and Downtown Odessa, Inc.
2. **Purpose:** The Building Façade Improvement Program is designed to encourage local businesses in the Odessa Downtown area to make exterior improvements which enhance the appearance of their buildings, to better attract other businesses to the downtown area and to demonstrate the economic vitality of the Downtown area for economic development purposes. The stated public purpose is to revitalize and to improve economically distressed structures within Downtown Odessa, to encourage new and expanded business enterprises in the downtown area.
3. **Incentives:** ODC will reimburse up to 80%, but not more than \$25,000, toward the total project cost of building façade improvements for businesses' sites located in the described boundaries. Building owner or lessee is responsible for at least 20% of total project cost.
4. **Boundaries:** The Downtown boundaries are 1<sup>st</sup> Street, Adams Avenue, 10<sup>th</sup> Street and Bernice Avenue, and grants are available only for property within these boundaries. The amount of grant funds available shall be determined based on location of the property in accordance with the following tiered system:
  - a. **Tier 1:** 100% of the 80% of grant funds shall be available for properties located within the boundaries of 3<sup>rd</sup> Street, N. Jackson Ave., 7<sup>th</sup> Street, and N. Lincoln Ave.;
  - b. **Tier 2:** 75% of the 80% of grant funds shall be available for properties located within the boundaries of 2<sup>nd</sup> Street, N. Hancock Ave., 8<sup>th</sup> Street, and N. Sam Houston Ave.;
  - c. **Tier 3:** 50% of the 80% of grant funds shall be available for properties located within the boundaries of 1<sup>st</sup> Street, N. Tom Green Ave., 9<sup>th</sup> Street, N. Washington Ave.; and
  - d. **Tier 4:** 25% of the 80% of grant funds shall be available for properties located outside the boundaries of Tier 1 through Tier 3 but still within the Downtown boundaries as described above.
5. **Eligible Improvements:** Eligible Improvements are limited to the exterior building façade, including:
  - a. Exterior treatment systems, such as painting, murals, siding, stucco or simulated stucco, brick/stone work, or other approved treatments;
  - b. Structural improvements to the building façade;
  - c. Masonry or tile cleaning/repair;
  - d. Restoration of details in historical buildings;

- e. Removal of elements that cover architecturally significant areas; and
- f. Repair or replacement of exterior doors, windows and trim work (in public view) which are necessary for aesthetic purposes

**6. Ineligible Activities:** The following are ineligible uses of grant funds:

- a. New construction;
- b. Interior improvements;
- c. Routine maintenance;
- d. Parking lot improvements; and
- e. Landscaping

**7. Application Process:**

- a. Applications for Building Façade Improvement Grants will be available from Downtown Odessa, Inc.
- b. Applications shall first be presented to the Downtown Odessa, Inc., Design Committee to determine if the project meets the program criteria and design guidelines.
- c. Once approved by the Design Committee, successful applications shall be presented to the ODC Board of Directors for approval.
- d. Applications approved by the ODC Board shall be presented to the City Council for final Approval.

**8. General Provisions:**

- a. Final approval for a Downtown Building Façade Improvement application must be obtained from the City Council of the City of Odessa prior to any work being performed. Any work done prior to final approval shall not be eligible for reimbursement.
- b. Improvements shall be made in conformance with all applicable building codes, laws, and zoning requirements.
- c. All grant recipient improvements must be in compliance with the design standards set forth in the Downtown Master Plan for the overlay zone.
- d. No more than 25% of the total cost of improvements can be related to the exterior painting of the building.

- e. Churches and non-profit organizations are not eligible.
- f. No grant funds will be paid "up front" or advanced prior to the completion of construction. All grant funds are available on a cost-reimbursement basis only.
- g. Funds are subject to Section 504.105 Texas Local Government Code that limits annual spending for promotional purposes to 10% of the ODC revenues.
- h. Funds are limited to those uses that have the purpose of developing new and/or expanded business enterprises and not for other uses such as housing.
- i. Applicant, whether lessee or owner, that is intending to make use of the entire building or structure shall be limited to one Downtown Building Façade Improvement application for all eligible façade improvements on that building or structure.

**9. Taxes:**

- a. Regardless of whether the Applicant is the owner of the property or the lessee, façade improvement grants are only available for buildings that are located on properties that have no outstanding property taxes or City-related liens.
- b. Property taxes must be kept current throughout the application and construction phases or the property shall be deemed ineligible and any agreements shall be cancelled.

**10. Ownership:**

- a. Regardless of whether the Applicant is the owner of the property or the lessee, the building owner must maintain ownership throughout the application and construction phases and the property shall not be listed for sale or the property shall be deemed ineligible and any grant agreements shall be cancelled.
- b. Regardless of whether the Applicant is the owner of the property or the lessee, if the owner sells the building within one (1) year of the payment of the grant funds, the owner shall repay the full amount of the grant.
- c. Regardless of whether the Applicant is the owner of the property or the lessee, if the owner sells the building after one (1) year has passed but within two (2) years of the payment of the grant funds, the owner shall repay fifty percent (50%) of the grant amount.