COUNCIL ACTION FORM

<u>SUBJECT</u>: REQUEST FOR DOWNTOWN FAÇADE GRANT FOR FAÇADE IMPROVEMENTS AT 413 NORTHWESTERN AVENUE

BACKGROUND:

Wheatsfield Cooperative is carrying out an \$830,000 improvement project at 413 Northwestern, the new location of this whole foods grocery business. (See Location Map) The project includes extensive interior improvements, rebuilding the loading dock, landscaping, and façade renovation. The total work on the façade is estimated to cost \$65,510, which includes a new front entrance, windows, refacing of exterior walls, pre-cast concrete column caps, and cornice and exterior planters. The grant request is for the \$15,000 maximum amount, as well as \$1,000 towards the professional design fees. Ron McMillen, the owner of the building also supports the grant request.

The architect, Stott and Associates, has provided all of the required application material in the attached bound report, including a description of the building's significance, a detailed cost estimate, images of the building before renovations, and as it is intended to look when completed and detailed drawings.

This building reflects a time when there was a lumber yard downtown next to the railroad tracks, typical of lowa towns. Although the building is outside the area that was surveyed for the *Intensive Survey of the Central Business District* by Public Historian Will Page, the property is within the area for eligibility for the Downtown Façade Grant program and in the Downtown Urban Revitalization Area. The building is the westernmost commercial building on Main Street and at the Main Street Cultural District's west entrance. The north façade is prominent for people entering downtown and the east façade is prominent for westbound traffic on Main Street.

The proposal includes:

- New storefront entrance with more glass and windows
- New planters, and the fabric awning relocated from the current location to emphasize the entrance
- New facing with split-face concrete block pilasters and wainscoting and face brick insets
- Pre-cast concrete accents, cornice and column caps
- Site landscaping
- Lighting and art work on the building face

City Council recently expanded the area for the Downtown Façade Grant program. It now includes buildings that do not have the facade characteristics of retail buildings more typically found on Main Street. For these buildings, the purpose of the grant program is to encourage facade improvements that respect the original character of these buildings, while also adding characteristics that reinforce the character and quality of the downtown.

In this way, the downtown will have a more consistent image. Based on these characteristics, Design Guidelines have been established for these other building facades. The Wheatsfield design has been reviewed based on these new Guidelines.

Wheatsfield is not occupying or improving the entire building on this site. When a grant is sought for work only on selected façades, the application must include elevation plans for all facades that are eventually to be improved. In this way, the City Council can review the entire building as it is intended to look when complete, and verify that the improvements for which the grant is sought contribute to a project that, when complete, will be generally consistent with all design standards.

In this case, elevations have been submitted for the three street-facing façades of the building that Wheatsfield will occupy, and for the east-facing façade of another building on the same property. These designs meet the Guidelines in the following aspects:

- clay brick on more than 50% of exterior facade area
- cut stone and pre-cast concrete used only for lintels, sills, and other accents
- split face concrete block on the rest of the exterior
- regularly spaced projecting pilasters, combined with regularly spaced window and door openings on street-facing facades.
- windows comprising at least 30% of the width and at least 20% of the area of the street-facing facades.
- projecting pilasters combined with clay brick siding on façade facing parking lot
- 5-foot elevation shift in cornice
- entrances identified by porches supported by columns or significant variations in the parapet
- fabric awning with loose, scalloped valance and traditional triangular frame

The portion of these façades that is being improved at this time is the east 158 feet of the north façade. Note that no improvements are planned on the existing unused storage buildings that form the west portion of the north-facing façade.

The City may approve grants based upon the contribution to the finished product of the proposed improvements. The City Council may deny a grant for improvements that, while compliant in part, are not visually significant in terms of how the overall building is intended to ultimately look when all improvements to the façade are complete. One way to assess significance of the current project is based on the length of the facades. The current project involves 158 linear feet, a little more than half of the total of all the facades shown on the elevations. In terms of visibility, the current façade work changes all of the façade that is most visible to all visitors entering the downtown area from Northwestern Avenue.

Because of the scope of the project, the time of year, and the timing of changes in the Downtown Façade Grant program, the work on the project has already begun. Most of the project involves interior improvements. The landscaping and concrete block work is also underway. In general, the City does not pay expenses incurred before a project is approved. Approval to start the following work is awaiting the City's approval of the grant:

| • | Brick facing | \$15,000 |
|---|-----------------------------|----------|
| • | Wall and column caps | \$ 3,600 |
| • | Storefront and entrance | \$20,500 |
| | TOTAL REMAINING FAÇADE WORK | \$39,100 |

In summary, the estimated cost of the portion of that work that is façade work is about \$65,510. The estimated cost for the work for which the grant is being applied, and has not yet begun, is \$39,100.

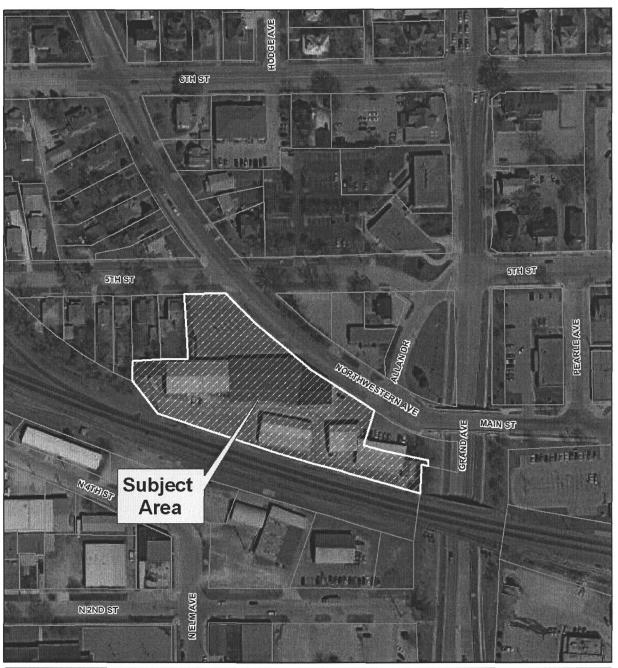
ALTERNATIVES:

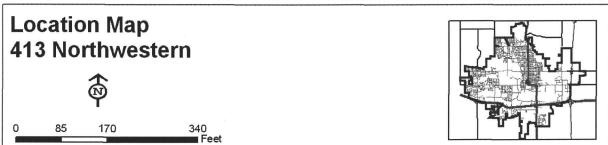
- 1. The City Council can approve the request for a grant for \$15,000 and \$1,000 for professional design fees from the Downtown Grant Fund for the property located at 413 Northwestern Avenue.
- 2. The City Council can deny the request for Downtown Grant Fund assistance for façade improvements at 413 Northwestern Avenue.
- 3. The City Council can refer this issue back to staff for additional information.

MANAGER'S RECOMMENDED ACTION:

The complex of buildings at 413 Northwestern may seem somewhat separated from Main Street, although the west end of Main Street terminates at its front door. Functionally, this property is a part of the downtown. It has commercial zoning and it is included within the state-certified Main Street Cultural District. A significant amount of traffic passes 413 Northwestern when entering and leaving the District. One of Wheatsfield's criteria in finding a larger facility was to remain downtown. The transformation of the exterior of the façade from painted masonry to textured block and brick, and opening up more windows to the street will help make the building look more like its downtown neighbors. The proposed façade work will reinforce the character and quality of the downtown and give downtown a more consistent image. Therefore, the City Manager recommends that the City Council adopt Alternative No. 1, thereby approving a grant for \$15,000 and \$1,000 for professional design fees from the Downtown Grant Fund for the property located at 413 Northwestern Avenue. This is the 13th project funded from the Downtown Façade Grant program.

This Downtown Façade Grant will serve as a match for a \$25,000 loan from the Ames Economic Development Commission. The Council's confirmation that the design complies with the Downtown Design Guidelines makes the project eligible for Tax Abatement in the city's Downtown Urban Revitalization Area, once construction is completed according to the approved design.

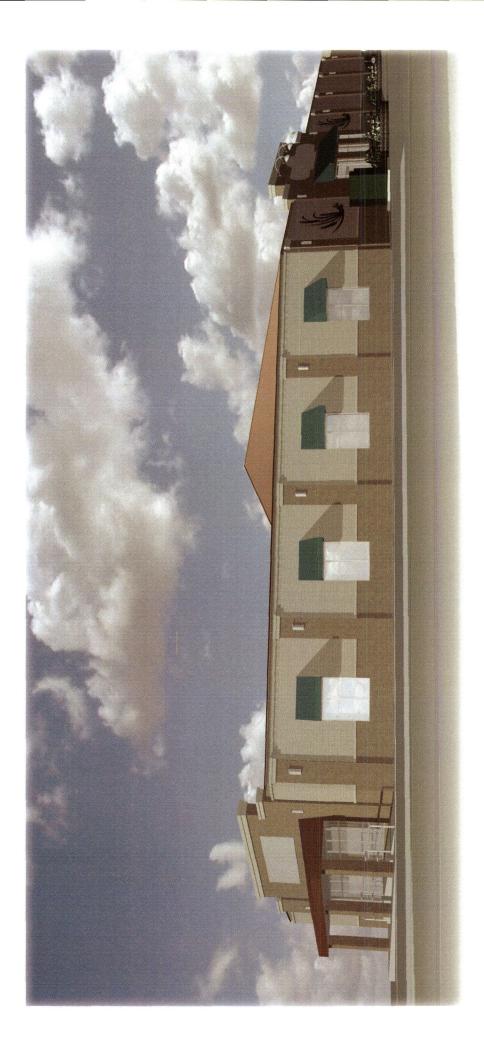






Conceptual Façade Design 413 Northwestern Ames, Iowa





Conceptual Façade Design 413 Northwestern Ames, Iowa





Downtown Façade Grant Application for

WHEATSFIELD COOPERATIVE Ames, Iowa



RECEIVED

DEC 0 1 2008

CITY OF AMES, IOWA DEPT. OF PLANNING & HOUSING





Downtown Façade Grant

Application Packet

Steps towards a successful application:

- Meet with Planning and Housing staff prior to completing the application. Staff will advise you if it believes your proposed improvement project meets the Downtown Design Guidelines and assist you in the application process.
- Review your completed application with Planning and Housing staff. They will review your application for eligibility and completeness. If additional information and materials are needed before the application is eligible and complete, staff can assist you.
- Plan ahead; City Council meets the 2nd and 4th Tuesday of each month, and completed
 applications need to be filed at least 15 days prior to these meetings.
- Staff will inform you when City Council will consider your request. It is beneficial for you or your representative to attend this meeting in order to answer questions of the Council.
- Following approval by Council, applicants will receive a "Notice to Proceed."
- Be prepared to complete the work within six months of approval, and check with the Inspections
 Division office for necessary building permits prior to work beginning.
- Upon completion of the improvements, the City Building Official and/or Planning Department staff
 will inspect the project to ensure construction meets code and that all noted pre-existing defects
 in the building façade have been repaired and that the completed project is consistent with the
 grant application.

For more information or to schedule a pre-application meeting, please contact:

Department of Planning and Housing Room 214, City Hall 515 Clark Avenue Ames, Iowa 50010 Phone: 515-239-5400 FAX: 515-239-5404

E-mail: planning@city.ames.ia.us

F6-0203

Downtown Façade Grant

Application Form

| 1. | Project Address: 413 - | 415 NORTHWESTERN AVE | 2. | · · · · · · · · · · · · · · · · · · · |
|----------|---|------------------------------------|---------------------------------|---------------------------------------|
| 2. | Property Owner: RON | M- MULL-EN | | |
| | Address: 3100 5. RIVE | RSIDE DR AMES | 1A | 50010 |
| | (Street) | (City) | (State) | (Zip) |
| | 515-232.6997 | | | |
| | (Phone Number) | (Fax Number) | (E-Mail Addre | ss) |
| 3. | Applicant: WHEATSFIEL | LO COOPERATIVE - LINDA J | ohnson, Genera | L MANAGER |
| | Address: 413-415 Not | | , | 50010 |
| | (Street) 515 232 - 4694 | (City) | (State) | (Zip) |
| | (Phone Number) | 515 - 233 - 2040 (Fax Number) | linda je wheat (E-Mail Addre | stield.cop |
| 4. | Designer: STOTT 4 AS | SOCIATES ARCHITECTS, | P.C. | |
| | Address: 1421 3. BELL A | NE STE 101 AMES | IA | 50010 |
| | (Street) | (City) | (State) | (Zip) |
| | <u>515 - 232 - 8447</u> (Phone Number) | 5(5 222 - 9521 (Fax Number) | mstatte sta | |
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| ¥ | I certify that to the best of n | ny knowledge I have submitted al | l the required infor | nation to apply |
| | ior approvar or the Downton | vn Façade Grant and that the inf | ormation is correct. | |
| 7 | I have read and agree to abi Façade Grant. | de by the "Eligibility, Terms, and | Conditions" of the | Downtown |
| T | I have contacted the Buildin defects. | g Official and have included in th | nis project all work t | o correct code |
| | Signed by: (Property Owner) | Mila c | Date: /// | 1/08 |
| | (Note: Property Owner's sign | nature is required) | / | / |
| | and: | D | ate: | |
| | (Applicant, if diffe | rent from the Property Owner) | | |
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DEC 0 1 2008

CITY OF AMES, IOWA DEPT. OF PLANNING & HOUSING

Downtown Façade Grant

Checklist

Please provide the following information with your application: Written statement that includes the following: A description of the proposed project. Please specify which parts of the Downtown Design Guidelines apply to your project and explain how your proposal for changes meet each of the design guidelines. A brief description of any special background relating to this building that relates to the historic design of the front facade. A description of the types of materials that exist on the front façade of the building. Indicate which materials have been added to the front façade since its original construction and the approximate dates (if known) that the materials were installed. Written permission from the property owner for the specific improvements to be financed with the Downtown Façade Grant, if the applicant is a tenant of the building and not the owner of the property. Form of the applicant's financial contribution to the project and the agencies or institutions involved (e.g. cash, bank loan, SBA loan, grant, or other source of funding). Project budget that includes cost estimates prepared by an architect, engineer, contractor, or other design professional. Project schedule that includes the start date and the projected date of project completion. Color photograph (4"x 6" minimum size) clearly showing the existing condition of the front façade of the building at the time the application is submitted to the City for consideration. A color photograph of each street side of the building is required for corner lots. Description of the types of proposed materials for each architectural feature shown in the exterior elevation of the front facade. Cost of architectural design services for this project if you are requesting reimbursement of up to \$1,000 for the design services.

- Drawing of the exterior elevation of the front facade illustrating the design of proposed improvements, including:
 - Name and address of the applicant
 - Name and address of the owner of record of the property
 - Name and address of the person or firm designing improvements to the front façade
 - Property address
 - Date of preparation
 - Scale (a minimum scale of 3/8"=1' is required to clearly show dimensions and detail of all proposed architectural features. Enlargements of individual features is recommended)
 - Labels identifying existing and proposed architectural features
 - Labels identifying existing and proposed types of materials
 - Overall dimensions of the front façade and dimensions of the individual components, such as awnings or canopies, windows, doors, transoms, entries, kickplates, signs, and other design components
 - Location, type, materials, lighting, and dimensions of all existing signs to remain and any proposed signs
 - A reduced copy of the drawing of the exterior elevation of the front façade, drawn to scale on a sheet no larger than 11" x 17"

Downtown Façade Grant

Eligibility, Terms, & Conditions

1. Eligibility Requirements.

- Eligible participants include the owners and/or tenants of commercial buildings located inside the boundaries of the project area for the *Downtown Design Guidelines*.
- Concurrence of the property owner is required, in writing, before improvements proposed by the tenant can be considered for approval.
- Financial assistance through the Downtown Façade Grant will be limited to work done on the front façade of the building, only.
- Ineligible participants include residential structures, and buildings owned by the government, churches and other religious institutions, to the extent prohibited by State and Federal guidelines, and residential structures.
- The project must follow the adopted Downtown Design Guidelines.
- Eligible activities include any combination of the following design components, as described in the Downtown Design Guidelines:
 - Streetscape
 - Upper facades
 - Storefronts
 - Transoms
 - Display windows
 - Kickplates
 - Entrances
 - Signs
 - Awnings and canopies
 - New construction
- Ineligible activities include the following:
 - Interior improvements
 - Roofing
 - Inappropriate cleaning methods, repairs, replacements, or alterations
 - Landscaping
 - Foundations
 - Security systems
 - Interior window coverings
 - Personal property and equipment
 - Non-permanent fixtures

2. Terms of the Grant Agreement.

- Accounts and Records. The grant recipient shall maintain books, records, documents, and
 other evidence pertaining to all costs and expenses incurred and revenues acquired under the
 grant to the extent and in such detail as will properly reflect all costs, direct and indirect, of labor,
 materials, equipment, supplies, services, and other costs and expenses of whatever nature for
 which payment is made with the proceeds of the grant.
- Administrative Costs. No grant proceeds shall be used for administrative expenses.
- Amount of the Grant. The maximum amount of the grant will be \$15,000. (Exceptions may be approved by the City Council on a case-by-case basis.)
- Cost Sufficiency. The City does not make any warranty, either expressed or implied, that the
 proceeds of the grant available for payment of the costs of the project will be sufficient to pay any
 specific portion of the costs that will be incurred in that connection. The City is under no
 obligation to advance funds in addition to those specified in the grant approval by City Council.
- Fees of a Design Professional. The City shall make a grant of up to \$1,000 to reimburse the grant recipient for the documented fees of a design professional other than the grant recipient or family member of the grant recipient.
- **Matching Funds.** The grant recipient's expenditures for the project from sources other than the proceeds of the grant shall equal the amount of the grant proceeds.
- Statement of Work and Services. The grant recipient will perform the work in a satisfactory and proper manner, as determined by the City conforming to the approved application, project budget, and project schedule.
- Time of Project Completion and Fund Request. The work approved for the grant shall be completed within six months of the date of the "Notice to Proceed." The grant recipient shall request grant funds only after the project has been completed in accordance with the approved application.
- Report of the City Building Official. The City Building Official shall determine if the work conforms with all applicable codes and regulations, and that any and all pre-existing code defects in the building façade have been corrected to conform to all appropriate codes.
- Request for Payment. The grant recipient shall submit to the City on a form provided by the
 City a listing of all bills for the materials and work completed and a statement that all work under
 the approved grant has been completed and that the listing is complete. The grant recipient shall
 also submit evidence as may be reasonably required to substantiate all payments that are
 requested, such as lien waivers or conditional lien waivers.
- Disbursement of Grant. Grant funds shall be disbursed to the grant recipient only upon the
 satisfactory completion of the project in accordance with a design for the project that has been
 determined by the City staff to meet the Downtown Design Guidelines adopted by the Ames City
 Council. The amount of the payment to the grant recipient will be one-half of the total cost of the
 work approved for the grant as documented by the bills submitted by the grant recipient, but shall
 not exceed the total grant amount approved by the City Council.
- Use of Grant Funds. The grant funds shall not be spent on any other purpose(s) than the activities approved in the application.

3. General Conditions.

- All existing code deficiencies, within the scope of the project, must be corrected.
- All pertinent permits must be obtained and all work must comply with City, State, and Federal regulations.
- All contractors must be registered with the City of Ames.

WHEATSFIELD COOPERATIVE

Downtown Façade Grant Program – Written Statement(s)

Description of the Proposed Project

Wheatsfield Cooperative is in the process of negotiating with the Owner of the building located at 413 – 415 Northwestern as listed on the Application Form of this document to expand their "whole foods" grocery business into that new space from their current location at 413 Douglas. Their expansion project consists of complete renovation of the interior of their leased space and improvements to the loading dock in the rear. In an effort to improve their street frontage they desire to significantly improve the façade, which has generated this application.

Special Background of the Building

Though this particular structure is of little historical significance relative to its architecture, it has an intrinsic value relative to understanding the development and growth of Iowa towns. It was originally built as a lumberyard, providing convenient access to building materials for the citizens of the community. Most lumberyards in the middle of growing Iowa towns have since left and moved to industrial areas based on land use plans. Though its use has been changed, this structure still stands as a reminder that Ames was once a small town adjacent to the first land grant college in the nation.

Materials on the Building

The portion of the building being improved is currently non-descript. The existing, painted, concrete block and fiberglass composition shingles on the roof will be covered by new split faced concrete block masonry as a wainscot and pier accent. The remaining panels will be in-filled with modular face brick and the roof will be replaced with either architectural shingle or standing seam metal. Additional aluminum storefront framing is being added for the new automatic store entrance and limestone accents adorn the masonry. Planters will be constructed at the entrance that will define bicycle parking, a canopy will be provide over the doorway and artwork will be provided on the building.

STOTT & ASSOCIATES Architects, P.C.

| | wner of |
|--|-------------|
| the building located at 413 - 415 Northwestern Ave. in Ame | es Iowa, |
| hereby give my approval for specific improvements on said | building to |
| be financed through the Downtown Façade Grant Program p | provided |
| by the Planning and Housing Department of the City of Ame | es, Iowa. |

Said structure is being leased to Wheatsfield Cooperative for expansion of their "whole foods" grocery business and the improvements that will result from the grant will greatly enhance their visibility as well as improve the surrounding area.

Signed

Date 1/24/08

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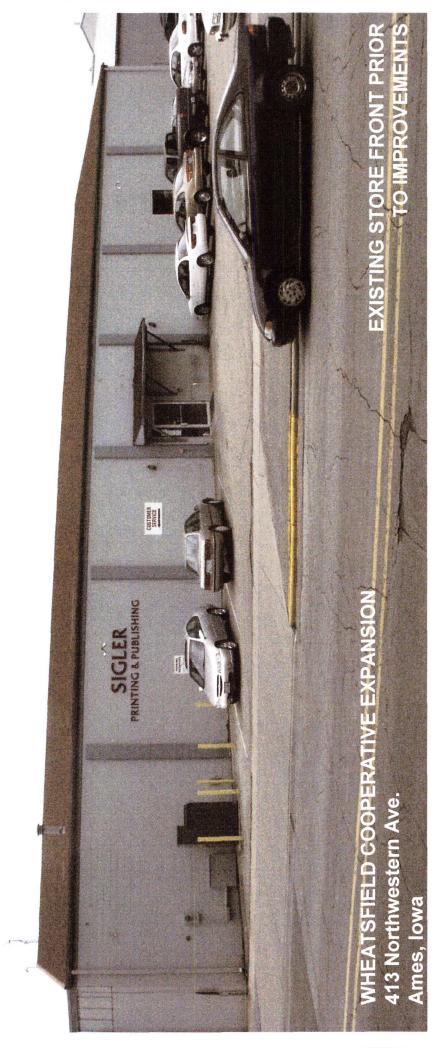
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| | | Painting - Blockwalls - Sales Area | 3,800,00 sf | 1 | | • | 0.80 /sf | 2,880 | 0.80 /81 | 2.880 | A. |
| | - | Painting - Blockwalls - Building Front | 760,00 sf | | | • | 0.95 /sf | 722 | - 0.95 /8[| 727 | - |
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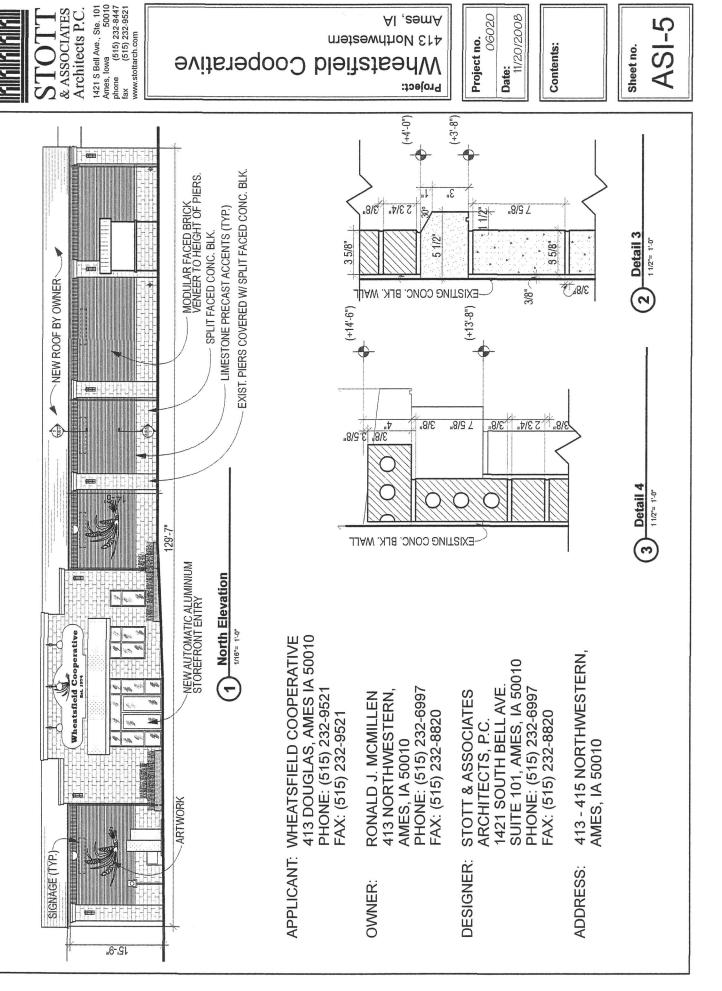
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ASI-8 Contents:

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& ASSOCIATES Architects P.C.

Wheatsfield Cooperative

413 Northwestern

Project no.

Date: 11/20/2008

Sheet no.

