



## WATERLOO BEAUTIFICATION PROGRAM

**Purpose:** The City of Waterloo wishes to redevelop the City as a shopping and entertainment destination for visitors and local residents.

**Goal:** This program will provide funds to encourage commercial property owners to improve their buildings “curb appeal.” As well as provide grants to beautification projects for properties within the city limits as deemed appropriate.

**General Requirements:** The property shall be located within the limits of City of Waterloo. The improvements to be made must be pre-approved through submission of an application that will be reviewed by the Beautification Committee and approved by City Council. Applications will also be reviewed by the Building Inspector.

**Project Completion:** All improvements must be completed within six months of approval by City Council. This period may be extended once by vote of the City Council. Improvements not completed within this timeframe will be ineligible for matching funds.

**Matching Reimbursement:** The City of Waterloo will match approved improvements dollar for dollar up to \$5000.00 (50/50) and dollar to three dollars for an additional \$5000.00 (25/75) for approved projects. Only expenses actually incurred (documented by receipts or lien waivers) are eligible to be reimbursed; additionally, all labor costs associated with projects proposed for reimbursement must comply with the City’s Prevailing Wage Ordinance and Illinois State law. Program funds may only be used to reimburse costs for labor paid at no less than said prevailing wage ordinance rates (documented by the property owner) and to pay for materials.

***Additional Eligibility Requirements:***

1. The building shall be located within the limits of City of Waterloo Overlay District area.
2. Only building owners are eligible to apply.
3. The building must be zoned for commercial use.
4. The building must either currently house commercial use(s) on the first floor at the time of the request for funding or have improvements for commercial uses incorporated into the project. A complete building tear down and replacement of another commercial building is acceptable.
5. All tax and fee obligations by law relative to the building owner must be current as a condition for receiving funding from this program.
6. Multiple applications for façade grant can be applied for by property owner, up to the full grant amount of \$10,000, within a 3 year period beginning from the date of the first grant check. Matching reimbursement within the 3 year period will follow per the program rules on page 1.
7. Any projects undertaken prior to receiving approval from the City Council are ineligible for matching funds.
8. All improvements must be made in compliance with the Waterloo Municipal Code.
9. An owner that has not maintained improvements funded by the façade program will be ineligible for subsequent funding.
10. The Beautification Committee will not approve the following:
  - a. Chain type of businesses.
  - b. Signage – Monument or signage attached to building.
  - c. New construction on an empty lot.
  - d. Beautification items which are not physically attached to the building
  - e. Re-roofing.
  - f. Re-surfacing/upgrading parking lots.
  - g. Automobile gas stations and auto dealers.
  - h. Accessory Structures.
  - i. Hotels/Motels
  - j. I-1 and I-2 Districts
  - k. Storage buildings – Self Storage
  - l. Churches/nonprofit organizations



## WATERLOO BEAUTIFICATION PROGRAM APPLICATION INSTRUCTIONS AND REVIEW PROCESS

The building owner must complete the attached Waterloo Beautification Program Application.

Please include the following in your description:

1. A clear, detailed description including diagrams of what will be done, materials used, colors, etc.;
2. Official cost estimates from contractors, vendors or the owner;
3. Two photographs of the existing building showing current conditions;
4. Any other architectural or site plan drawings required to fully describe the project.

All applications will be reviewed first for completeness. The Waterloo Beautification Committee will make a recommendation to approve or disapprove the application to the Waterloo City Council within sixty (60) days. Approval by the City Council shall authorize the applicant to apply for any permits and begin work. All improvements must be made in compliance with the Waterloo Municipal Code and must be completed within six (6) months of City Council approval, unless extended. Upon completion, City staff will perform a site visit and review the project. Invoices demonstrating approved costs may be submitted at that time and the reimbursement will be processed for payment. Should an applicant fail to gain approval, the applicant may request a written record of deficiencies and reapply for funding.

Following approval, funding and completion of the project, the building owner, not the City of Waterloo, is responsible for maintaining improvements. Maintenance includes, but is not limited to; painting, repair, etc.

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**Applicant Name:** \_\_\_\_\_  
Name Telephone #

**Applicant Address:** \_\_\_\_\_  
No. Street City State Zip Code

**Name of Business:** \_\_\_\_\_

**Business Description:** \_\_\_\_\_  
Business Phone #

**Business Address:** \_\_\_\_\_

<b>Please check "Yes" or "No" for each question below:</b>	<b>Yes</b>	<b>No</b>
Are you or your business delinquent on any fee obligations?		
Are you or your business delinquent on any tax obligations?		



**CITY OFFICES**  
100 West Fourth Street  
Waterloo, Illinois 62298  
618.939.8600  
Thomas G. Smith, Mayor

Total project cost: \$ \_\_\_\_\_

Funds requested: \$ \_\_\_\_\_

( \$10,000.00 maximum reimbursement - see matching reimbursement rules)

Start date: \_\_\_\_\_

Completion date: \_\_\_\_\_

Project description: (attach additional pages if necessary)

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I affirm that the information provided in this application is true and accurate and that I am the authorized owner and agent of the subject property. I affirm that the improvements detailed will be made and maintained at my expense and hold harmless the City of Waterloo from any liability or damage resulting from the improvements. I understand that this is a reimbursement program, and **I have received and read the attached document - Waterloo Beautification Program, under which matching funds may be provided.**

\_\_\_\_\_  
Applicant signature

\_\_\_\_\_  
Date

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**CITY OF WATERLOO USE ONLY**

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**APPROVED - BUILDING INSPECTOR**

\_\_\_\_\_  
Authorized signature

\_\_\_\_\_  
Date

**APPROVED - BEAUTIFICATION COMMITTEE**

\_\_\_\_\_  
Authorized signature

\_\_\_\_\_  
Date



**AFFIDAVIDT OF COMPLIANCE WITH PREVAILING WAGE ACT**

**WHEREAS,** \_\_\_\_\_, has been awarded a “facade grant” by the City of Waterloo, Illinois; and,

**WHEREAS,** the Prevailing Wage Act of the State of Illinois and judicial interpretation thereof, requires that recipients of municipal grants pay laborers, mechanics and other workers the general prevailing rate of hourly wages for work performed on projects financed by municipalities (see 820 ILCS 130, Prevailing Wage Act); and,

**WHEREAS,** \_\_\_\_\_, now seeks reimbursement for work performed pursuant to the “facade grant” program; and,

**WHEREAS,** it is necessary before reimbursement is made that the recipient of the grant affirm that wages were paid pursuant to the Prevailing Wage Act of the State of Illinois:

**THEREFORE,** \_\_\_\_\_, being first duly sworn states that he/she paid laborers, mechanics and other workers who performed on the project for which a “facade grant” reimbursement is sought, pursuant to the Prevailing Wage Act of the State of Illinois and according to the most recent Monroe County Prevailing Wages (list attached hereto but subject to change from time to time)

\_\_\_\_\_  
Grantee

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
in Monroe County, Illinois.

\_\_\_\_\_  
Notary Public