



DOWNTOWN DEVELOPMENT AUTHORITY (DDA) FACADE IMPROVEMENT PROGRAM GUIDELINES

The purpose of the program is to encourage and stimulate improvements to the exterior of commercial buildings within the district. This includes the front, rear and sides of buildings where the public would regularly access the business. The Jonesville DDA finds that the creation and maintenance of a visually pleasing and inviting business sector is a public purpose which can be achieved in part through improvements to commercial building facades in the district. The improvement and maintenance of business facades will enhance our image as a consumer-friendly and economically prosperous community in which to shop, dine and do business. The intent of the facade improvement program is to strengthen the economic viability of the Downtown Development Authority district by providing financial incentives for improving the exterior appearances of its commercial buildings. The program provides an opportunity to preserve the architectural heritage of the downtown and enhance the other commercial sectors of our community.

Program Description:

Subject to funding availability and project approval, the Jonesville DDA may rebate up to 10% of the cost of eligible commercial building improvements. The total rebate for a facade improvement grant may not exceed **\$2,500.00** per project **and must be utilized entirely for exterior façade improvements.** The 90% applicant match may include structural improvements such as roof and foundation repair and/or electrical, HVAC, and plumbing upgrades. The match may also include improvements to parking areas and landscaping, provided these improvements are located between the front of the building and the street.

Eligible Applicants:

Owners, tenants with owner's approval, or both who have structures located within the Downtown Development Authority district may apply for facade improvement program funds for a building in which commercial business is conducted.

Eligible Buildings:

Any existing commercial building located within the DDA district that is used by an eligible applicant and is currently used or occupied by an operating commercial business is eligible. Newly constructed buildings and additions to existing structures are also eligible subject to funding availability. Storage buildings and other accessory buildings not accessible to the public are not eligible for funding.

If a building under one ownership is divided into more than one unit for purposes of commercial tenancy, each separate unit which has an individual storefront, side or rear facade and an independent ground floor entry shall be eligible to receive funding provided however, that the funding shall not exceed **\$5,000.00** for the entire building, subject to funding availability.

Program Financing:

The Jonesville DDA will reimburse 10% (up to **\$2,500.00**) of total eligible facade grant program expenses. Once a building has reached the maximum amount of **\$2,500** in facade grant reimbursement the building may not be eligible for additional funding for a period of **3 years** from the date of the final reimbursement.

Design Guidelines:

Projects approved for facade improvement program funds must comply with all applicable City of Jonesville ordinances, including the Design Standards for Downtown buildings described in Section 9.04 of the Zoning Ordinance and included in Appendix A of these program guidelines. Projects must comply with applicable building codes. Building permits and plan approvals, if applicable, shall be obtained prior to commencing work. Fees and costs associated with permit approvals are not eligible for reimbursement by the façade grant program funds.

Eligible Exterior/Facade Improvements:

Materials and wages for improvements to the front, rear and side facades of eligible buildings that are open to public access, when completed in conjunction with a significant renovation project, such as, but not limited to the following items:

Awnings	Carpentry	Doors/Entryways
Lighting	Masonry Cleaning	Painting
Removal/Demolition	Restoration	Signs
Storefront Constructions	Windows	

Ineligible Exterior Façade Expenses:

All expenses incurred prior to the DDA's receipt, review and approval of a Facade Improvement Program application are ineligible. Examples of additional ineligible expenses include, but not limited to the following items:

- Property acquisition
- Mortgage or land contract refinancing expenses and interest
- Loan Fees, Building Permit Fees, Site Plan Fees, Sign Permit Fees
- Appraiser, attorney, interior decorator fees
- Wages paid to the applicant or relatives unless licensed to perform such work
- Furnishings, trade fixtures, display cases, counters or other items considered "personal property"
- Reusable or removable items
- Interior building work or improvements
- Site improvements completed in conjunction with a City of Jonesville special assessment district
- Any portion of expenses for which applicant pays a contractor in merchandise or service

Timetable:

Unless otherwise agreed in writing when the project is approved for Facade Improvement Program funding, in the event the actual physical construction on a project has not commenced within 90 days of the DDA funding commitment, the Jonesville DDA will re-evaluate the status of the project. At its discretion, the DDA reserves the right to cancel or extend the funding commitment.

Program Exceptions:

At the DDA's discretion and with a majority vote of the Board, an exception to any facade improvement program guidelines may be granted due to special conditions or situations which were not apparent at the time of the program's inception.

Application, Approval & Payment Procedures:

Contact the Jonesville City Hall for Facade Improvement Program information and application packet during normal business hours at 265 E. Chicago Street and review proposed facade improvement design with City Manager, City Zoning Administrator and/or DDA Chairperson.

Submit completed application, design plans, cost estimates to the Jonesville DDA via Jonesville City Hall, 265 E. Chicago Street, Jonesville, Michigan 49250. The DDA accepts applications throughout the year. The deadline for submission of facade improvement program applications containing all required information is the first of each month.

CONSTRUCTION WORK BEGUN PRIOR TO ISSUANCE OF A BUILDING PERMIT, IF REQUIRED, AND PRIOR TO DDA'S RECEIPT, REVIEW AND APPROVAL OF THE APPLICATION WILL NOT BE CONSIDERED AN ELIGIBLE EXPENSE AND WILL NOT BE REIMBURSED TO THE APPLICANT.

Appendix A: Design Guidelines for Façade Improvements

From Section 9.04 of the Zoning Ordinance

SECTION 9.04 DESIGN STANDARDS

In addition to standards set forth in this Chapter, all proposed development in the Downtown Form-Based Code (DFBC) Districts shall comply with the standards set forth herein.

A. Building Design and Materials:

1. **Overall Design:** It is the intent of this Chapter to improve the appearance of and add visual interest to the DFBC. Emphasis shall be placed upon methods that focus attention on attractive buildings that front on the adjacent right-of-way.
2. **Materials.** Durable building materials, simple configurations, and solid craftsmanship are required. Fifty percent (50%) of walls visible from public streets, exclusive of wall areas devoted to meeting transparency and ground story activation requirements, shall be constructed of brick, glass, fiber cement siding, metal (beams, lintels, trim elements, and ornamentation only), wood flap, split-faced block, or stone. Exterior Insulation Finishing Systems (E.I.F.S), stucco and vinyl or aluminum siding should only be used for accents.

- B. **Façade Variation:** The maximum length of an uninterrupted building façade facing public streets and/or parks shall be thirty (30) feet. Façade articulation or architectural design variations for building walls facing the street are required to ensure that the building is not monotonous in appearance. Building wall offsets (projections and recesses), cornices, varying building materials or pilasters shall be used to break up the mass of a single building.

C. Ground Story Activation:

1. **Transparency:**
 - a. The first floors of all buildings shall be designed to encourage and complement pedestrian-scale activity and crime prevention techniques. It is intended that this be accomplished principally by the use of windows and doors arranged so that active uses within the building are visible from or accessible to the street, and parking areas are visible to occupants of the building. The first floor of any front façade facing a right-of-way in the D-1 sub-district shall be no less than seventy percent (70%) windows and doors, and the minimum transparency for facades facing a side street, side yard, or parking area shall be no less than thirty percent (30%) of the façade. The first floor of any front façade facing a right-of-way in the D-2 sub-district shall be no less than fifty percent (50%) windows and doors, and the minimum transparency for facades facing a side street, site yard, or parking area shall be no less than thirty percent (30%) of the façade.

When property in both the D-1 and D-2 sub-districts have frontage on US-12 and another street, any other street frontage is considered a side street.

- b. Transparency requirements shall not apply to sides which abut an alley.

- c. Windows for building sides shall be concentrated toward the front edge of the building, in locations most visible from an urban open space or public right-of-way.

Figure 9-1. Transparency and Building Façade Features



2. Transparency Alternatives: The following alternatives may be used singularly or in combination. They may count toward no more than fifty percent (50%) of the transparency requirement.
- a. Wall Design: Wall designs that provide visual interest and pedestrian-scale may count as a transparency alternative if they provide a minimum of three (3) of the following elements, occurring at intervals no greater than twenty-five (25) feet horizontally and ten (10) feet vertically:
- Expression of structural system and infill panels through change in plane not less than three (3) inches.
 - System of horizontal and vertical scaling elements such as: belt course, string courses, cornice, pilasters, and the like (See Figure 9-1 on previous page).
 - System of horizontal and vertical reveals not less than one (1) inch in width/depth.
 - Variations in material module, pattern, and/or color.
 - System of integrated architectural ornamentation.
 - Green screen or planter walls.
 - Translucent, fritted, patterned or colored glazing.

- b. Outdoor Dining/Seating: Outdoor dining/seating located between the building and the primary street zone lot line may count toward the transparency requirement. Such spaces must be permanently created by a wall or other permanent improvement defining the outdoor dining area.
- c. Permanent Art. Non-commercial art or graphic design of sufficient scale and orientation to be perceived from the public right-of-way and rendered in materials or media appropriate to an exterior, urban environment and permanently integrated into the building wall may count toward the transparency requirement.

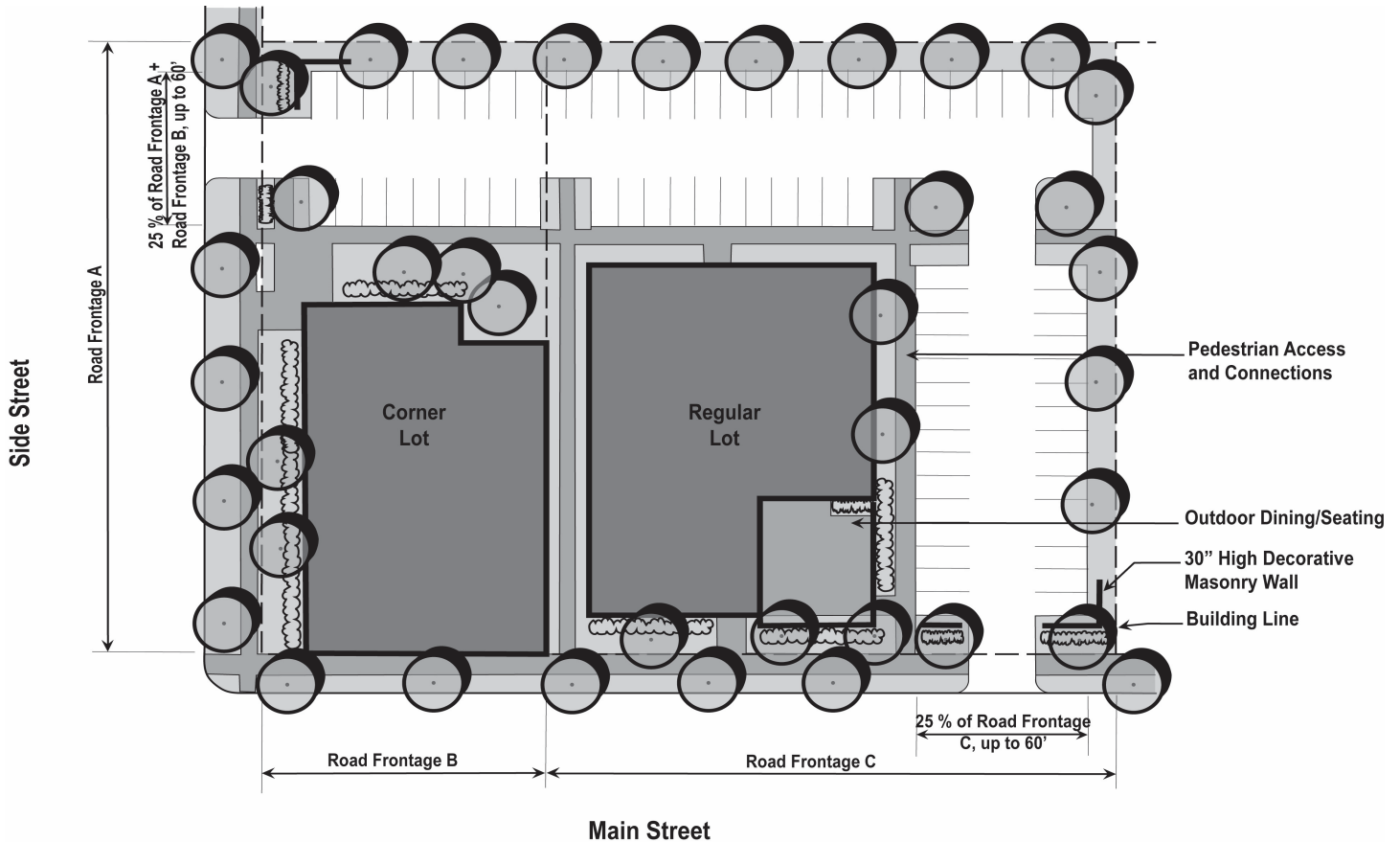
D. Pedestrian Access/Entrance:

- 1. The primary entrance for a non-residential and/or mixed-use building shall be clearly identifiable, useable and located facing the right-of-way.
- 2. A pedestrian connection shall provide a clear, obvious, publicly-accessible connection between the primary street upon which the building fronts and the building. The pedestrian connection shall comply with the following (for those public entryways recessed from the public sidewalk):
 - a. Fully paved and maintained surface not less than five (5) feet in width.
 - b. Unit pavers or concrete pavers distinct from the surrounding parking and drive lane surface.
 - c. Located either within a raised median or between wheel stops to protect pedestrians from vehicle overhangs where parking is adjacent.
- 3. Additional Entrances: If a parking area is located in the rear or side yard, it must also have a rear entrance to the building that is consistent with the materials and quality to that of the primary entrance.
- 4. Direct vehicular access to a building within the DFBC from the right-of-way is prohibited.

E. Parking: Parking may be provided in the D-1 and D-2 sub-districts. When provided on-site, whether required or not required, parking must comply with the following:

- 1. When parking is located in a side yard (behind the front building line) but fronts on a required building line, no more than twenty-five percent (25%) of the total site's linear feet along the required building line or sixty (60) feet, whichever is greater, shall be occupied by parking.
- 2. For a corner lot or lot with multiple frontages, no more than twenty-five percent (25%) of the total site's linear feet along the required building line or sixty (60) feet, whichever is greater, shall be occupied by parking on both frontages.

Figure 9-2. Parking Location



F. Landscape and Streetscape. Landscape and streetscape elements shall be required in accordance with the following:

1. Street furniture shall be provided at a ratio of one (1) element for every thirty (30) linear feet of frontage along a right-of-way. Street furniture may be located in the right-of-way or on private property, provided they are located between the front building line and the back-of-curb. Permitted street furniture features include:
 - a. A permanently mounted seating fixture constructed of decorative metal.
 - b. A permanently reserved planting bed with defined, durable edges. Such beds must be a minimum of twenty (20) square feet in area and should be raised or protected from the surrounding paved areas by a durable curb, edge, or other designed feature. Planting beds must be planted with hardy plants and general areas within planting beds must be planted with groundcover to reduce soil loss.
 - c. Waste receptacle constructed of decorative metal.
2. Parking areas which front a right-of-way shall be screened from the public right-of-way by a thirty (30)-inch decorative masonry wall. Such wall may be located directly along the front property line or may be recessed and buffered by a landscape bed three (3) feet in depth.