Request For Board Action

REFERRED TO BOARD: September 29, 2016 **AGENDA ITEM NO: 12**

ORIGINATING DEPARTMENT: Community Development

SUBJECT: Consideration of Downtown Façade Guidelines Resolution

SUMMARY AND BACKGROUND OF SUBJECT MATTER:
The Village Board reviewed a draft of the proposed "Downtown Façade Guidelines" and the creation of a Downtown Façade program at the September 14, 2016 Committee of the Whole meeting. The proposed program would provide a 50/50 matching program to applicants of the Downtown façade grant. Facades facing a public street or which are visible would qualify. The program is a reimbursement program and any applicant would have to comply with the attached "Downtown Façade Design Guidelines".

FINANCIAL IMPACT: None

DOCUMENTS ATTACHED:
1. Staff Reports and Downtown Façade Design Guidelines

RECOMMENDED MOTION:

Motion to approve the herewith attached resolution adopting the Downtown Façade Design Guidelines.

Village of Antioch, Illinois

RESOLUTION NO. 16-xx

A RESOLUTION ADOPTING DOWNTOWN FAÇADE GUIDELINES

WHEREAS, the Village of Antioch, Lake County, Illinois (the "Village") is a duly organized and existing municipality created under the provisions of the laws of the State of Illinois; and

WHEREAS, the Village of Antioch continues to view the Downtown as a critical element in the Village's long term vibrancy and economic prosperity; and

WHEREAS, in order to preserve the Downtown's Sense of Place and historic character, a set of clear and specific Downtown Façade Guidelines were created as set forth hereinafter; and

WHEREAS, the Village Board as part of its economic development initiatives is creating a matching 50/50 façade program which is intended to reimburse applicants who seek façade renovations that are historically sensitive and consistent to the Downtown Façade Guidelines, subject to budgeting constraints and the determination that the various applications provide an adequate public benefit when balanced against the cost thereof; and

WHEREAS, the Façade grants will be made generally available to the properties located along Main Street, from Lake, north to Orchard, and Lake Street from Main Street to Victoria, provided that all other requirements of this program are met; and

WHEREAS, after public review and after the presentation of the draft document and findings to the Village Board of Trustees, it has been found desirable to formally adopt the Downtown Façade Guidelines; and

WHEREAS, the Village of Antioch Downtown Façade Guidelines are hereby attached as Exhibit "A" ;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Board of Trustees of the Village of Antioch to accept as presented the Downtown Façade Design Guidelines attached as Exhibit A hereto.

ADOPTED by the Mayor and Village Board of Trustees of the Village of Antioch, Lake County, Illinois, this _____ day of October 2016.

APPROVED this _____ day of October, 2016

AYES:
NAYS:
ABSENT:

_____
Lawrence M. Hanson, Mayor

ATTEST:

_____
Lori K. Romine, Village Clerk

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DOWNTOWN FACADE GUIDELINES

COMMUNITY DEVELOPMENT DEPARTMENT

DOWNTOWN FAÇADE DESIGN GUIDELINES

The following design guidelines should be used by any owner of a building or an applicant of the Village's Downtown Façade Program for the following work on Downtown building exteriors:

- Any change to exterior windows
- Any change to exterior materials
- Any change to main doorway or entrance facing Main Street
- Any change to storefront.
- Changes to roofline or cornice
- Changing exterior colors.
- New exterior signage.
- New exterior lighting.
- Any plans for exterior renovation or modification.

These design guidelines are intended to ensure that any exterior changes to the existing facades along Main Street are completed in a sensitive manner consistent with the Secretary of Interior's standards. While Downtown Antioch is not historically protected, any façade modifications should have the ultimate goal of restoring the façade of each building to its original appearance during the identified historical period of significance.

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FAÇADE IMPROVEMENT PROGRAM

Program Purpose

The Village of Antioch's Façade Improvement Program is designed to promote continued use and restoration of the commercial buildings that are located along Main and Lake Street in Downtown Antioch. The goal is to partner with the property owners and tenants and to assist in the rehabilitation and restoration of eligible buildings. Reimbursement grants are provided owners or tenants in recognition of the positive impact that individual building improvements can have on the overall appearance, quality, and vitality of the downtown.

Grant Eligibility

To be eligible for a Façade Improvement Program reimbursement grant, a building must be used in whole or part for commercial purposes in the Downtown. The target area shall be focused on Main Street from Lake, north to Orchard, and Lake Street from Main Street to Victoria.

Property owners or tenants who make at least a $2,500.00 investment in qualifying improvements are eligible to receive a matching grant.

Funding Guidelines

Grants are available to make certain improvements to a building façade. A façade is defined as any building or structure elevation fronting a public roadway or viewable right-of-way (including an alley or courtyard), for purposes of this program. The grant shall reimburse up to 50% of the total construction project, not to exceed $100,000.00, unless otherwise approved by the Village for a multi-staged façade program.

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GRANT REIMBURSEMENT

If costs exceed the original estimate, the property owner or tenant will be responsible for the full amount of the excess. The Village of Antioch will not reimburse more than the total amount specified in the Agreement. Any work commenced prior to Village Board approval and signing of the Façade Improvement Agreement will not be eligible for reimbursement funding; unless after the fact approval is granted by the Village Board. The applicant has one year to complete the work from the date of approval. Owners or tenants may request a six month extension provided that there is a demonstrated hardship.

Grant reimbursement will occur upon completion of the improvements and after proof of payment has been received. If the applicant is doing his/her own labor, funding will reimbursed for material costs. The Village may enlist the services of an architect or construction manager to provide independent review of the construction costs to provide an opinion as to whether the costs are commensurate with prevailing construction costs and consistent with the contractor bids. These expenses would be incurred by the applicant or deducted from façade grant.

Once completed, the applicant must maintain and may not alter or change the improvements For a period of five years unless a request for modification is approved by the Village Board. The Village will not reimburse for repair, replacement or other alterations for a period of seven years from date of original grant.

Façade grants are subject to Federal and State taxes and are reported to the Internal Revenue Service on Form 1099.All applicants should confer with their tax advisors.

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While architectural services by a licensed architect are encouraged, they are not required to participate in the program. The Village reserves the right to require the services of an architect for the project with a significant scope of work, historic significance, or otherwise. If the Village approves the project, the architect may provide bidding and construction plans and documents, as well as construction supervision. Only architectural services directly related to the approved façade improvement will be reimbursed. The façade grant program will provide reimbursement of 50% of Village approved architectural services not to exceed 10 percent of the eligible construction costs, which amount is in addition to the $100,000.00 cap for reimbursement of construction costs.

Façade Improvements not eligible for grant

The following improvements are not eligible for a façade grant

- Simple maintenance of a building including roof , HVAC, gutter, replacements.
- Simple repainting of a building without any other exterior renovations.
- Awnings only without any other exterior renovations.
- Any modifications not consistent with these design guidelines
- Landscaping

Application Review Process

Any interested party is a Façade Grant should schedule a pre-application meeting with staff prior to any submittal. Prior to a submittal, a Façade Grant Application should be completed. The Village retains the right to approve an entire request, to approve portions of a request, suggest or ask for changes, or to deny any request or portion thereof. All façade applications will be reviewed by the Village Board. Prior to the Village Board consideration, staff shall prepare a staff report outlining the façade request, along with submitting any drawings pertaining to the façade request. Every application shall be evaluated by staff using the following Façade Design Guidelines.

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SECRETARY OF INTERIOR STANDARDS

The following standards should be followed as part of these guidelines:

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment

Provided by Lakes Region Historical Society

Provided by Lakes Region Historical Society

Provided by Lakes Region Historical Society

HISTORIC ANTIOCH

The following Façade Guidelines are based on the historic facades of Downtown Antioch. Using the Secretary of Interior Standards, the goal of these guidelines is to restore each façade back to its original historic appearance when appropriate.

Therefore, the proposed "Façade Program" shall only subsidize façade restorations that are deemed to be appropriate and sensitive to the Village's historical fabric. The following illustrations which have been kindly provided by the Lakes Region Historical Society provide guidance to building owners who may be seeking façade grants in the future.

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GUIDELINES FOR HISTORIC STOREFRONT RESTORATION

Sensitive signage with goose neck external lighting

Restoration of original cornice and frieze board

Restoration of wood bulkheads below window system.

Restore and use original storefront door with transom

One of the major goals of theses design guidelines is to use them hand in hand with the Village's proposed façade program. Any exterior changes or renovation of existing facades in Downtown Antioch should consider the following guidelines:

- The original window design and store front bulkheads should be restored.
- Original materials are recommended to be used in storefront restoration which were usually wood millwork, stone or cast iron.
- Historic door patterns with transoms should be used in restorations of store front facades .
- The use of synthetic materials or a modern store front systems are discouraged.
- Original architectural details should be restored.

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Common Brick

River Stone

Limestone

Porcelain Tile

RESTORATION OF EXTERIOR MATERIALS

Any exterior work on Downtown facades should make every effort for the restoration of the original materials of the structure. In many cases, original materials have been removed on the first floor and replaced with historically insensitive replacements.

The following guidelines should be followed when restoring exterior facades:

- The original exterior materials should be restored and if they cannot be restore, they should be replaced with like materials.
- Painting of unpainted masonry is discouraged
- The sandblasting of brick is discouraged and the restoration of brick should use the method that will have the least negative impact on the historic brick conditions.
- Mortar color and motor joint restoration work should be consistent wit the original mortar color and joint style.
- Modern materials such as vinyl, pre-fabricated steel window systems, fiber cement board, smart board, and concrete block are discouraged.

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MAINTAIN ARCHITECTURAL DETAILS

The character of a building is often defined by the architectural detail that is incorporated on the façade. It may be a bay window on the second floor, a pediment, articulated frieze board or a myriad variation of other design elements that provides a visual character to the building.

When renovating any exterior, these guidelines call for the following design criteria to be followed:

- Historic pictures of Downtown Antioch should be reviewed and architectural details, texture, trim, should be restored to the facades as part of this Façade Program.
- Any unique bay windows, pediments, brackets, cornices, window architraves, door pediments, columns, friezes, murals, or brick patterns should be preserved.
- Damaged architectural details should be repaired if damaged and if damaged beyond repair, every effort should be made to duplicate the damaged architectural details
- If damaged beyond repair, any duplication of the architectural detail should finished using the same material or a like material.
- Original brick patterns, soldier courses, or any other brick detail original to a historic façade should be either restored or duplicated if damaged beyond repair.
- There are a number of Downtown buildings in which second floor bays have been removed. Every effort should be made to replace these bays windows.
- The following guidelines encourages for significant architectural details to be sensitively lighted at night.

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Current facade

Historic Facade

As an example how this façade program will work, the starting point for any façade grant should be looking back at the historic pictures of the subject building. Every effort should be made to use the Secretary of Interior standards in a façade restoration.

The illustrations on this page show historic pictures of the old “King Pharmacy” on Main Street. Using these pictures, any future façade restoration should include the following improvements:

- The central tudor gable should be restored with the two dormers along the roofline.
- The original window fenestration should be restored on the second floor.
- The first floor storefront windows and doors should be restored.

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UPDATING STOREFRONTS

Often the purpose of a store will change and therefore the existing façade is no longer practical or functional for the new proposed use. As an example, the illustration to the left shows a vacant jewelry store . The display windows reflects the a common window configuration for a jewelry store in mid-century Downtown. However, a current or future user may be looking for more display area or glass to open a store up and bring in more natural sunlight.

The following design guidelines recognize the importance of adaptive re-use of buildings and this often requires a modification of the façade that may not exactly mirror the original. As an example, the illustration at the lower left shows how the vacant “Persian” jewelry store could be modified to provide more glass display area which would provide better visibility from the street.

When modifying a storefront from its previous historical appearance, the following design guidelines should be followed:

- Every effort should be made to re-use similar materials that were on the original façade.
- The original massing and configuration of the façade should be respected when designing a new storefront.

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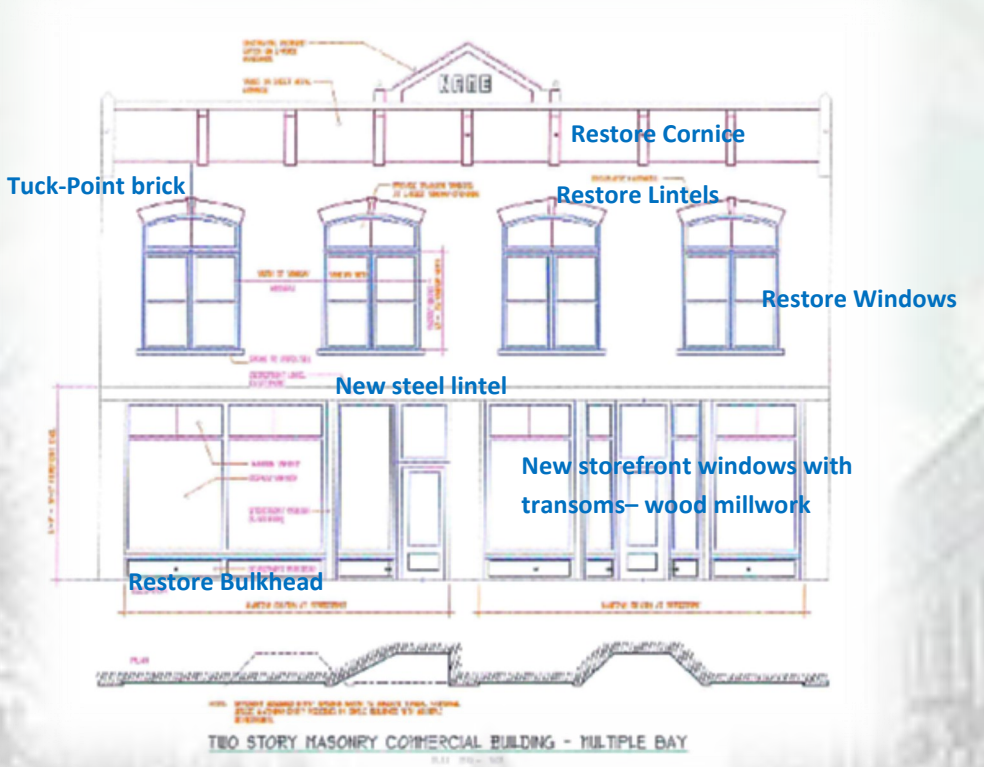

Courtesy: Arris Architects

Store Front Restoration Options

STOREFRONT RENOVATIONS

The following illustrations show how a storefront can be renovated using these design guidelines :

- Face brick should be tuck pointed and mortar repaired
- Windows should be restored with traditional window fenestration
- New glass store front windows with installation of bulkhead.

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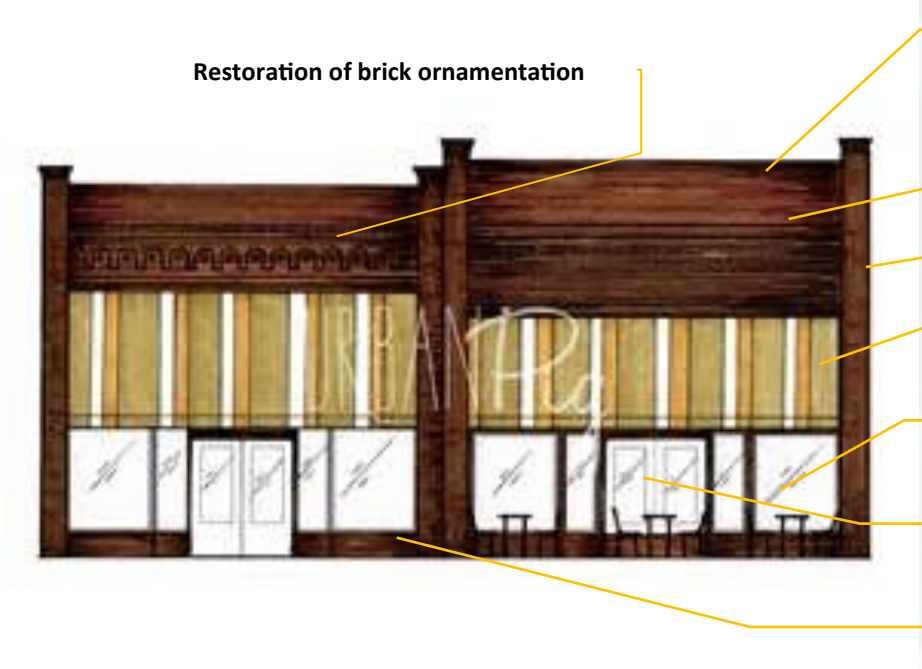

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MASONIC LODGE BUILDING

- Restore and replace second floor windows
- Restore first floor Storefront windows and traditional doors and transoms
- New awnings
- Tuck point brick and restore historic cornice

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RESTORE ORIGINAL WINDOW FENESTRATION

Window restoration is critically important in any successful facade renovation. Every reasonable effort should be made to restore the original windows that are located within the façade. The Secretary of Interior Standards calls for the restoration of existing windows if possible. If the windows have already been replaced or filled in with insensitive materials, then it is important that every effort be made to replace the windows with like kind replacements. By looking at historic photos of Downtown Antioch, efforts should be made to find window replacements that mirror the original windows. There are current window companies today that manufacture modern windows that reflect a historic pattern.

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The P.M. & L. Theatre continues to be a vitally important presence in Downtown Antioch. This local theatre group has provided live theatre to the region for a generation and continues to provide live performances.

The existing façade is still largely intact with its historic appearance. Efforts should be made to restore the current façade to its original historic appearance:

- Remove stone on the first floor and replace with matching red face brick which mirrors the second floor and the original materials of the theatre.
- Restore the main entrance into the theatre to its original historic appearance
- Restore the crowned cornice that was once located above the main entrance and create a new matinee sign that is more sensitive the historic façade.
- Restore the port hole windows with their architectural detail .
- Tuck point and restore brick façade on existing theater.
- Restore roofline of original theatre and remove the gable roof that was added subsequent to the original construction.

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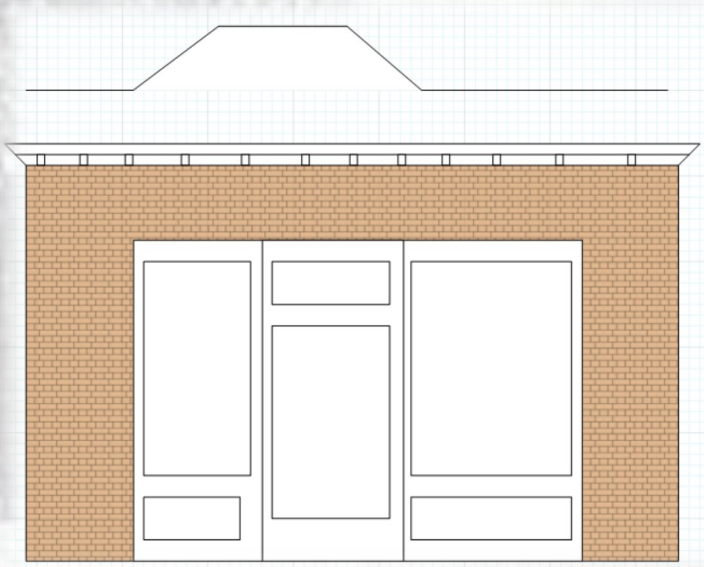
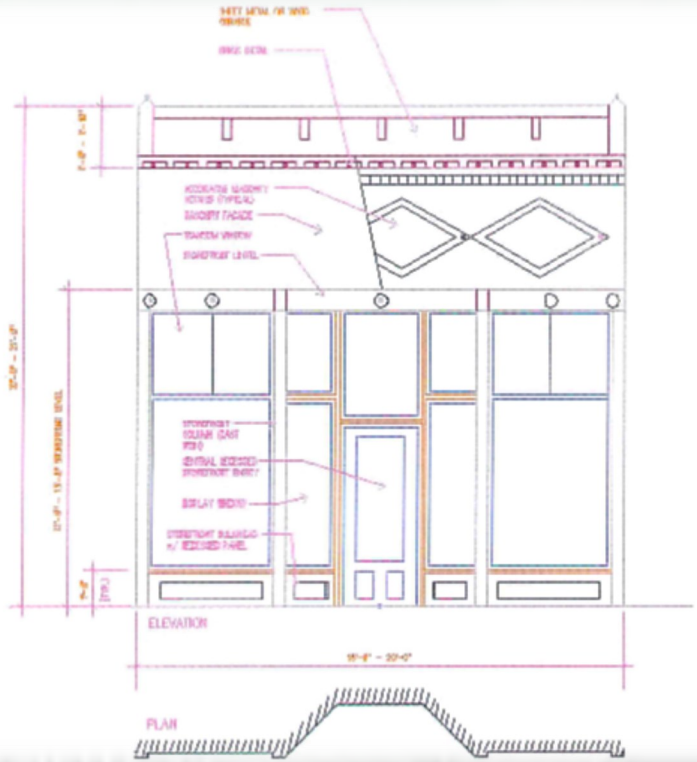
SENSITIVE INFILL DEVELOPMENT





One of the central goals of these Façade Design Guidelines is to accomplish the following:

- Retaining and preserving architectural details that define the building's historic character that include cornices, windows, architraves, door pediments, columns, steps, and maintain original bonding patterns, coating and color.
- Damages materials should be restored and original historic colors should be used when possible.

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Architectural Detail

- Architectural detail is a critically important of Antioch's Downtown character and fabric.
- Every effort should be made to restore or recreate architectural details as part of these façade design guidelines.
- Over time many architectural elements that once helped define the character of Main Street have been removed and every effort should be made to re-introduce these significant architectural design elements.
- Original materials and design motifs should be followed when restoring these important architectural details.

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Trustees
Mary C. Dominiak
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Jay Jozwiak

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Trustees
Ed Macek
Scott A. Pierce
Ted P. Poulos

Lawrence M. Hanson, Mayor
Lori K. Romine, Village Clerk

MEMO TO **Village President and Board of Trustees**
FROM: **Michael S. Garrigan, AICP, CNU-A, Community Development Director**
DATE: **September 29, 2016**
SUBJECT: **Façade Grant Program and Downtown Façade Design Guidelines**

Background

Staff is taking this opportunity to attach a revised set of "Downtown Façade Design Guidelines" and an application for the Village Board's review. As previously outlined by Staff, there is some interest in establishing a façade grant program for the Downtown. Based on this fact, $50,000.00 was set aside as a line item in this year's budget for an initial amount for 2016-2017.

Staff is proposing the creation of a formal program with specific design criteria which is outlined in the "Downtown Façade Design Guidelines". Any proposed façade grant would have to be approved by the Village Boar. Below is a summary of the proposed program;

- The proposed program would be a matching program 50/50 and would reimburse the applicant after the façade renovations are completed. The maximum grant would be $100,000.00 unless otherwise approved by the Village Board.

- The design guidelines specifically outlines what types of grants would qualify. However, any proposed façade would have to be visible. The program is not intended for general maintenance.

- Any proposed façade work would have to be completed within one year of the start of completion. However, the applicant could seek an extension from the Village Board.

Recommendation

Based on the foregoing analysis, Staff would make the following recommendation:

We move that the Village Board approve the herewith attached Resolution adopting the Downtown Façade Design Guidelines.