



Community Development Department

108 E. Proctor Street
Carson City, Nevada 89701
(775) 887-2180 – Hearing Impaired: 711

Date: January 30, 2017

To: Redevelopment Authority Citizens Committee
Meeting of February 6, 2017

From: Lee Plemel, Director

Subject: Façade Improvement Grant Application 180-day time extensions:
210 S. Carson Street (Shriver)
307 N. Carson Street (T. Johnson, Garibaldi's restaurant)
206-210 N. Carson Street (Kitzmeyer LLC)
402 & 408 N. Carson Street (Kelly)

RECOMMENDED RACC MOTION: I move to approve a 180-day time extension in which to start previously approved façade improvements for 210 South Carson Street and 307 North Carson Street to July 6, 2017, for 206 to 210 North Carson Street to August 1, 2017, and for 402 and 408 North Carson Street to October 3, 2017, subject to the conditions of approval in the staff memo.

DISCUSSION:

The Redevelopment Authority/Board of Supervisors approved the Façade Improvement Program (FIP) on May 3, 2016. The approval included authorizing the allocation of \$200,000 through FY 2016-17. The RACC has awarded a total of \$198,475 to 11 façade improvement grant applicants.

The original Program policies required all funded improvements to be completed within 180 days of the grant award by the RACC. At their respective meetings on January 5, 2017, the Redevelopment Authority and Board of Supervisors amended that portion of the Façade Improvement Program Resolution to 1) require that construction of improvements start within 180 days of approval, 2) allow an additional 180 days from start of construction to complete the improvements, and 3) allow the RACC to grant one 180-day extension to either of the above-noted timeframes. The resulting amendment to the applicable section of the Resolution is as follows:

12. Completion of Façade Improvements: *Improvements for which Façade Improvement Program funds are awarded must be started (by obtaining a building permit for applicable improvements) within 180 days of application approval or the beginning of the Fiscal Year from which the funds are available, whichever occurs later. The approved façade improvements must be completed within 180 days of building permit approval. One 180-day extension may be granted by the RACC.*

The Redevelopment Authority and Board of Supervisors also made revisions to clarify Ineligible Properties and Eligible Improvements sections of the Resolution based on recommendations from the RACC. See the attached Resolution for the complete revised policies.

FAÇADE IMPROVEMENT PROGRAM GRANT APPLICATION EXTENSIONS:

The Façade Improvement Program grant applicants on this agenda item are requesting an extension of time in which to start their improvements. Once the improvements are started, they will then have 180 days to complete the improvements per the revised policies. No further extensions may be granted for these applicants without approval of a new Façade Improvement Program grant application. Following is a summary of the applications for which the 180-day extensions are being requested.

Address: 210 S. Carson Street (Shriver)

Requested funding (% of total project cost): \$9,360 (50% of \$18,720)

Expiration Date: January 6, 2017

Extension Request: July 6, 2017

Improvement description: Replacement dated stone and tile materials with updated materials.

Redevelopment Area #: 1

Staff summary: The property is located within the Downtown Mixed Use (DTMU) zoning district. This property has clearly undergone façade modifications from its historic origin, with current improvements likely from the 1950's to 1970's era. The façade is in need of repair and upgrades. The proposed improvements meet the DTMU development standards (Division 6), including the addition of awnings, and Development Standards 6.6.11, Guidelines for the Renovation and Restoration of Existing Structures.

Address: 307 N. Carson Street (T. Johnson, Garibaldi's Restaurant)

Requested funding (% of total project cost): \$21,076 (50% of \$42,153)

Expiration Date: January 6, 2017

Extension Request: July 6, 2017

Improvement description: New first floor building façade to expand interior building area and add new brick veneer to match existing, new lighting and a new awning to cover a seating area.

Redevelopment Area #: 1

Staff summary: The property is located within the Downtown Mixed Use (DTMU) zoning district. The subject property includes Garibaldi's Restaurant, Jimmy G's Cigar Bar, and second floor office uses. The proposed improvements are only to the Garibaldi's Restaurant portion of the building and would add space within the restaurant while updating the front of the building to include new lighting and a new awning covering a seating area with the new sidewalk improvements. The proposed improvements meet the DTMU development standards (Division 6), including the addition of awnings, and Development Standards 6.6.11, Guidelines for the Renovation and Restoration of Existing Structures.

Address: 206-210 N. Carson Street (Kitzmeyer LLC)

Requested funding (% of total project cost): \$23,500 (50% of \$47,000)

Expiration Date: February 1, 2017

Extension Request: August 1, 2017

Improvement description: Improvements to Carson Street and Curry Street building frontages, including new paint, brick refurbishing and repointing, new windows, new doors, and new lights.

Redevelopment Area #: 1

Staff summary: The property is located within the Downtown Mixed Use (DTMU) zoning district. The building is significantly in its historic façade configuration and requires little more than

maintenance to be an example of good historic downtown building preservation. The proposed improvements meet the DTMU development standards (Division 6). The applicant must take care when cleaning existing brick surfaces and avoid abrasive cleaning, if possible, in compliance with the restoration guidelines.

Address: 402 & 408 N. Carson Street (former Horseshoe Club)

Requested funding (% of total project cost): \$44,425 (35% of \$127,463)

Expiration Date: April 3, 2017

Extension Request: October 3, 2017

Improvement description: Improvements to Carson Street and Telegraph Street building frontages, including new paint, new awnings, stucco, and other elements.

Redevelopment Area #: 1

Staff summary: The properties are located within the Downtown Mixed Use (DTMU) zoning district. The building is significantly in its historic façade configuration but is in disrepair and in need of significant work. The proposed improvements meet the DTMU development standards (Division 6).

The two addresses are two distinct properties (Assessor's Parcel Numbers) and represent approximately two-thirds of the former Horseshoe Casino, which was composed of three separate properties. The property owner is entitled to apply for up to \$25,000 for each separate parcel, per the façade improvement program policies. The applicant is proposing to improve the façade of the first two properties at this time, which totals approximately 80% of the total Horseshoe Club property frontage including Telegraph Street and Carson Street frontages. The remainder of the façade will be improved at a later date.

CONDITIONS OF APPROVAL: The Façade Improvement Program time extensions are subject to the following revised conditions of approval:

1. The applicant shall obtain and submit three bids or competitive quotes for the proposed work to the Community Development Department prior to commencing the work. The applicant is not required to choose the lowest bid, however reimbursement of funds by the City shall be based upon the lowest bid.
2. All work shall be performed with building permits and shall be completed by contractors licensed to perform the applicable work.
3. If the property is sold within 12 months of the completion of the improvements for which the funding was granted, the funds reimbursed for the project by Redevelopment shall be paid back to Redevelopment in full. The property owner shall sign a lien for the funds on a form provided by the City that must be recorded by the City prior to Redevelopment authorizing the reimbursement of any project expenses.
4. All improvements must be made in compliance with the plans approved by the RACC. Minor modifications in compliance with the applicable Development Standards for design may be approved by the Community Development Director.
5. Payments from the City shall be made on a reimbursement-basis only at a rate of no more than 50% of the actual expenses incurred by the property owner for each parcel up to the total amount of funds approved. The applicant shall submit receipts for expenses

that identify the actual costs of improvements and qualifying costs for each property separately.

6. For façade improvement projects that equal or exceed a total cost of \$10,000, reimbursement may be made in a maximum of two payments. The first payment may be requested for up to 50% of the approved Façade Improvement Program funds only after expenses have been incurred by the applicant equaling or exceeding 50% of the total project costs. The final reimbursement payment shall only be made upon completion and final inspection approval of the proposed improvements.
7. Reimbursement for projects that are less than \$10,000 in total costs shall be provided in a one-time payment only after improvements have been completed and have received final inspection approvals.
8. Applicants who receive funding must document all expenditures and provide the Community Development Department with proof of payment (receipts, paid invoices, etc.) for all eligible improvements, including costs associated with the property owner's required match, within 30 days of project completion.
9. Improvements for which Façade Improvement Program funds are awarded must be completed within 180 days of the start of construction of the improvements.
10. Rehabilitation of properties with the Downtown Mixed-Use zoning district shall comply with the Development Standards, Division 6.6.11, Guidelines for the Renovation and Restoration of Existing Structures, specifically subsections 3 and 4 relating to Cleaning and Repair, Removal and Replacement of surfaces, materials, and structures.
11. All new light fixtures must be approved by the Community Development Planning Division prior to installation.

There are only two other applications that have been approved for which improvements have not either been completed or for which an extension has been requested. Carson Jewelry & Loan (308/310 N. Carson Street) started improvements within the required 180 days per the revised policies and is working with City staff on finalizing reimbursements. The Westside Pour House (110 W. Telegraph Street) has chosen to allow their Façade grant application to expire, and those funds previously allocated to the Pour House sign (\$2,045) have been put back in the pool of available façade improvement funds.

If you have any questions regarding these Façade Improvement Program grant applications, please contact Lee Plemel at 283-7075 or lplemel@carson.org.

Attachments:

1. Application funding summary spreadsheet
2. Façade Improvement Program Resolution, Revised January 5, 2017
3. Applicants' letters requesting extensions

FAÇADE IMPROVEMENT PROGRAM FUNDING FY 2016-17

Business Name	Property Address	Amount Requested	Project Cost	Amount Approved	Spent + Pending	Due Date	Spent
RACC Meeting of May 2, 2016							
Curry Musser Proctor & Green LLC	112 N. Curry Street	\$16,250	\$32,500	\$16,250	\$14,100	Complete	14,100
RACC Meeting of June 6, 2016							
Shaheen Beauchamp Builders LLC	318 N. Carson Street	\$18,218	\$36,436	\$18,218	\$13,355	Complete	13,355
Lopiccolo Trust	224 S. Carson Street	\$25,000	\$67,607	\$25,000	\$25,000	Complete	25,000
Lopiccolo Investment, LLC	310 S. Carson Street	\$25,000	\$71,254	\$25,000	\$25,000	Complete	25,000
Carson Jewelry & Loan	308/310 N. Carson Street	\$14,135	\$28,281	\$13,597	\$13,597	1/6/17	
David & Robin Shriver	210 S. Carson Street	\$9,360	\$18,720	\$9,360	\$9,360	1/6/17	
Garibaldi's Restaurant	307 N. Carson Street	\$21,076	\$42,153	\$21,076	\$21,076	1/6/17	
RACC Meeting of August 1, 2016							
Kitzmeyer LLC	206-210 N. Carson Street	\$23,500	\$47,000	\$23,500	\$23,500	2/1/17	
RACC Meeting of October 3, 2016							
Former Horseshoe Club	402 N. Carson Street	\$25,000	\$96,176	\$25,000	\$25,000	4/3/17	
Former Horseshoe Club	408 N. Carson Street	\$19,429	\$38,858	\$19,429	\$19,425	4/3/17	
	Total:	\$196,968	\$478,985	\$196,430	\$189,413		77,455
	Available:			\$200,000	\$200,000		200,000
	Remaining:			\$3,570	\$10,587		122,545

Updated January 30, 2017

RESOLUTION NO. 2017-RA-R-1 and 2017-R-1

A RESOLUTION AMENDING RESOLUTION 2016-RAR-3 AND 2016-R-22 TO CONTINUE THE CARSON CITY REDEVELOPMENT FAÇADE IMPROVEMENT PROGRAM FOR REDEVELOPMENT PROJECT AREAS 1 AND 2 AND AMEND PROVISIONS RELATED TO PROJECT ELIGIBILITY REQUIREMENTS.

WHEREAS, a stated objective of the Redevelopment Area 1 Plan is to improve the appearance of commercial areas through building rehabilitation, and

WHEREAS, strategies in the Redevelopment Area 2 Plan include engaging the business owners in the revitalization process and assisting in the reuse of vacant buildings; and

WHEREAS, the Carson City Redevelopment Authority and Board of Supervisors desire to create an incentive program to be an integral part of Carson City's private-public partnership initiatives to retain and expand businesses in Carson City; and

WHEREAS, this program is designed to stimulate investment in properties and improve the desirability of properties within Redevelopment Areas 1 and 2 by improving the exterior appearance of buildings.

NOW THEREFORE, the Carson City Redevelopment Authority and Board of Supervisors do hereby resolve to establish the Carson City Redevelopment Façade Improvement Program for Redevelopment Project Areas 1 and 2, which includes the following guidelines.

1. **Eligible Properties:** All commercial properties within Redevelopment Areas 1 and 2 are eligible to apply for Façade Improvement Program funds.
2. **Ineligible Properties:** Ineligible properties include properties already receiving tax incentives or other financial incentives from the City, residentially-zoned properties, buildings that were constructed or have had façade improvements completed within the last five years, properties for which property taxes are owed and not paid up to date, properties with outstanding or unresolved code enforcement issues, and properties on which construction of the proposed improvements has already been started at the time of application submittal to the Community Development Department.
3. **Eligible Improvements:** All exterior building façade updating and maintenance, including but not limited to painting, lighting, awnings, doors, fascia, and other decorative elements are eligible to receive Façade Improvement Program funds. Landscaping, signs, roof decking, paving, and any improvements not affixed to the building are not eligible expenses. For the purposes of this policy, exterior building façade includes all portions of a building, excluding the roof decking, visible from the public right-of-way or on-site public parking lot.

4. **Maximum Façade Improvement Program Funding:** The maximum Façade Improvement Program funding that may be awarded is \$25,000 per individual Assessor's Parcel Number, subject to authorization of Program funding by the Board of Supervisors.
5. **Required Property Owner Matching Funds:** The property owner shall pay a minimum of 50% of the total project costs. Total project cost includes construction and all expenses incurred in the preparation and permitting of plans for the improvements, including building permit fees, design work, and construction drawings.
6. **Façade Improvement Program Application Review Process:**
 - A. The Redevelopment Authority Citizens Committee (RACC) shall review and have final decision authority on all Façade Improvement Program applications.
 - B. Initial applications are due April 15, 2016, to be reviewed by the RACC on May 2, 2016, for the available FY 2015-16 funding and FY 2016-17 funding. If available funding is not fully used in any given fiscal year, applications will be accepted on a first-come, first-served basis until available, budgeted funding is exhausted. If available funding has been fully allocated for any given fiscal year, applications may continue to be accepted and will be date stamped for priority consideration for the next fiscal year.
 - C. Façade Improvement Program applications must include plans meeting commercial building permit standards showing all proposed improvements.
 - D. Decisions of the RACC regarding Façade Improvement Program applications may be appealed to the Redevelopment Authority provided that such appeal is made within 7 days of the RACC's decision. Only Façade Improvement Program applicants affected by the RACC's decision have standing to appeal.
 - E. The property owner shall sign the application consenting to the proposed improvements and all applicable requirements of the Façade Improvement Program.
7. **Reimbursement of Redevelopment Funds:** Façade Improvement Program funds shall be awarded as a grant, with no reimbursement required, provided that the property is not sold within 12 months of the completion of the façade improvements for which the grant was awarded. If the property is sold within 12 months of the completion of the façade improvements for which the grant was awarded, the property owner shall be responsible to pay back 100% of the Façade Improvement Program funds awarded by Carson City.

8. Compliance with Development Standards:

- A. All improvements shall be reviewed pursuant to and comply with the Carson City Development Standards Division 1.1, Architectural Design, as applicable to the proposed improvements.
- B. Improvements to buildings within the Downtown Mixed-Use (DTMU) zoning district shall comply with the DTMU Development Standards, Division 6.6, 6.6.2, Lighting, 6.6.3, Signage, 6.6.10, Building Design and Character, and 6.6.11, Guidelines for the Renovation and Restoration of Existing Structures, as applicable to the proposed improvements.

9. Commitment Agreement: Each participant in the Façade Improvement Program must execute and record a document agreeing to reimburse the City 100% of the awarded Façade Improvement Program funds if the property is sold within 12 months of the completion of the façade improvements for which the grant was awarded. The agreement shall be in the form as required by the City.

10. Reimbursement Process:

- A. Payments from the City shall be made on reimbursement-basis only at a rate of no more than 50% of the actual expenses incurred by the property owner up to the total amount of funds approved.
- B. For façade improvement projects that equal or exceed a total cost of \$10,000, reimbursement may be made in a maximum of two payments. The first payment may be requested for up to 50% of the approved Façade Improvement Program funds only after expenses have been incurred by the applicant equaling or exceeding 50% of the total project costs. The final reimbursement payment shall only be made upon completion and final inspection approval of the proposed improvements.
- C. Reimbursement for projects that are less than \$10,000 in total costs shall be provided in a one-time payment only after improvements have been completed and have received final inspection approvals.
- D. Applicants who receive funding must document all expenditures and provide the Community Development Department with proof of payment (receipts, paid invoices, etc.) for all eligible improvements, including costs associated with the property owner's required match, within 30 days of project completion.

11. Project Bidding Requirements:

- A. Applicants are responsible for obtaining three bids or competitive quotes for the proposed work. All contractors must be registered and bonded by the State of Nevada and licensed to perform the applicable work in Carson City.

- B. Approved projects will be based on the lowest of the three bids. The applicant may select any of the three bidders to complete the improvements, but the applicant will be responsible for costs in excess of the lowest bid.
- C. Construction contracts will be between the applicant and contractor. The contractor must obtain all required permits prior to commencing construction.
- D. Applicants shall make every attempt to get the required number of bids for the work to be completed. However, the RACC shall have authority to waive this requirement depending on but not limited to the following conditions: market trends, lack of qualified vendors, timing of application submittals, or other applicable conditions.
- E. Notwithstanding the provisions above, a property owner/applicant who is also a contractor and will be the contractor for the proposed façade improvements shall not be required to obtain three bids but shall be responsible for obtaining and submitting a written contractor's or subcontractor's bid detailing by line item the description and cost for each item of work to be completed. All contractors must be registered, licensed and bonded in the State of Nevada and licensed to perform the applicable work in Carson City.

12. Completion of Façade Improvements: Improvements for which Façade Improvement Program funds are awarded must be started (by obtaining a building permit for applicable improvements) within 180 days of application approval or the beginning of the Fiscal Year from which the funds are available, whichever occurs later. The approved façade improvements must be completed within 180 days of building permit approval. One 180-day extension may be granted by the RACC.

Upon motion by Member Brad Bonkowski, seconded by Member John Barrette, the foregoing resolution was passed and adopted this 5th day of January, 2017, by the following vote:

AYES: Member Brad Bonkowski
Member John Barrette
Member Robert Crowell
Vice Chair Lori Bagwell
Chair Karen Abowd

NAYS: None

ABSENT: None

ABSTAIN: None


KAREN ABOWD, Chair
Recorder

ATTEST:


SUSAN MERRIWETHER, Clerk -

Resolution No. 2017-RA-R-1 and 2017-R-1

Upon motion by Supervisor Brad Bonkowski, seconded by Supervisor Karen Abowd, the foregoing Resolution was passed and adopted this 5th day of January, 2017, by the following vote:

AYES: Supervisor Brad Bonkowski
Supervisor Karen Abowd
Supervisor Lori Bagwell
Supervisor John Barrette
Mayor Robert Crowell

NAYS: None.

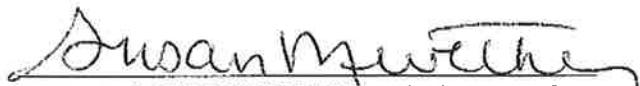
ABSENT: None.

ABSTAIN: None.



ROBERT L. CROWELL, Mayor

ATTEST:



SUSAN MERRIWETHER, Clerk-Recorder

Lee Plemel

From: David Shriver <David.Shriver@cbselectre.com>
Sent: Monday, January 30, 2017 12:16 PM
To: Lee Plemel
Subject: RE: Extension of Façade Improvement Grant

Dear Lee,

We are respectfully requesting consideration for an extension on the Façade Improvement Grant. We were approved for the original grant last June, at which time we were just starting our business in the building at 210 South Carson Street. The financial burden of the business startup was greater than we anticipated, and we were hit with a very large unexpected bill from Q & D for the sewer laterals to our building. This was the money we had allotted to begin the façade project. These expenses, along with a larger than expected disruption of potential business due to the construction for virtually the entire summer and fall, rendered us financially unable to begin the facade improvement within the original timeline allowed. With our business improving, and with greater exposure for it during the Legislative Session about to get underway, we are hopeful that within the next few months we would be able to undertake this project. We are excited to be a part of the downtown revitalization, and ask that you will approve our request for this extension.

Sincerely,

David Shriver
Robin Shriver

January 30, 2017

Redevelopment Authority Citizens Committee (RACC)
ATTN: Lee Plemel
108 E Proctor Street
Carson City NV 89701

RE: Garibaldis Restaurant façade improvements

Lee,

This letter is written to request a six month extension for the façade improvement grant awarded in 2016 to complete the approved improvements at Garibaldis Restaurant, 307 N Carson Street.

Thank you for your assistance. Please contact me if you have questions or need anything further.

Sincerely,



Thomas Y. Johnson

Carson Street Facade Improvement / Kitzmeyer LLC

Annie Rees [ARees@naialliance.com]

Sent: Tuesday, January 24, 2017 9:40 AM

To: Lee Plemel

Cc: Marcus Clark [MClark@naialliance.com]

Re: Kitzmeyer LLC/ 206-210 N. Carson Street

We would request that we be granted the 6 month extension to complete this project. We have experienced slow downs with contractors and now the weather.

Thank you for your consideration.

Annie Rees

Property Management Secretary

arees@naialliance.com

Alliance Commercial Real Estate Management Services, LLC

5345 Kietzke Lane Suite 100

Reno, NV 89511

775-336-4673

775-336-4693 Fax

Jeannette Kelley
402 N. Carson Street
Carson City, NV 89701

January 27, 2017

Lee Plemel, AICP, Director
Carson City Community Development Department
108 E. Proctor Street
Carson City, NV 89701

Lee,

I would like to request an extension of the deadline for the façade improvements of the 402 and 408 North Carson Street properties. The reason is to provide a safeguard in case the weather causes unforeseeable delays, particularly since this is an exterior project and weather remains an important factor in the timing of the labor and ability to apply certain materials.

We may still have the project completed by the beginning of April. And although I would like to ask for the proposed six-month extension as a safeguard, we anticipate that if we do not complete by our original deadline, then it would be relatively shortly after, given that the weather is very likely to improve with the upcoming warmer season. It is unlikely that it will take an additional six months.

Thank you again to the RACC for providing for a portion of the costs of the façade, allowing the opportunity for us to make it a much higher quality improvement. I also appreciate the opportunity to extend the deadline.

Sincerely,



Jeannette

Jeannette Kelley, Owner
Eugene Chaney-FLP
402 N. Carson Street
Carson City, NV 89701