

## PROPERTY ELIGIBILITY

To be eligible for the Program, the property to be rehabilitated must be located within the designated Historical Downtown Upland Commercial Corridor of the City of Upland as specified below:

### *Project Area Boundary:*

- *Northern:* C Street (from 1<sup>st</sup> Avenue to 3<sup>rd</sup> Avenue);
- *Easterly:* 3<sup>rd</sup> Avenue (from C Street to A Street);
- *Southern:* A Street (from 3<sup>rd</sup> Avenue to 1<sup>st</sup> Avenue); and
- *Westerly:* 1<sup>st</sup> Avenue (from A Street to C Street).

Buildings or structures eligible for rehabilitation under this Program must be commercially zoned and developed for uses permitted by local regulation. Non-conforming commercial buildings and uses may be assisted if the City finds that such assistance will be in the public's interest and consistent with Program goals and/or local regulations and ordinances. Restaurants that serve alcohol are eligible for consideration. All properties assisted must conform to the Historic Upland Downtown Specific Plan. All businesses must have an active business license and owners must be current with all fees and charges related to the business license.

Ineligible businesses include adult entertainment establishments such as adult bookstores or similar businesses, bars, pubs, taverns, and other establishments whose principal business is the sale or serving of alcohol, as determined by the City's Planning Division.

Local commercial property owners or businesses may submit an application for funding consideration for exterior façade improvements based on the Priority Project Funding List for business use. Priority determination will adhere to the follow scale:

### **Priority Project Funding List**

- *New restaurants*
- *Existing restaurants*
- *New retail and/or sales orientated businesses*
- *Existing retail and/or sales oriented businesses*
- *Service industry*
- *Office space*
- *Other*

## ELIGIBLE IMPROVEMENTS

Program assistance may only be used for exterior rehabilitation of eligible structures, inclusive of improvement to the exterior of the building, the correction of code violations and for the performance of American with Disabilities Act (ADA) compliance requirements as identified by the City. The cost of mitigation/abatement of asbestos hazards or lead-based paint hazards in the amount of \$15,000.00 shall be granted in addition to the \$30,000.00 program funding amount for up to a maximum total funding of \$45,000.00.

Exterior improvements may include, but are not limited to the following:

- *Exterior façade refinishing (painting, stucco, plaster, siding etc...)*
- *New signage/awnings attached to the building*
- *Building facade reconfiguration*
- *ADA entry improvements*
- *Outside dining space*
- *Historical restoration*
- *Doors and windows*
- *Exterior lighting*
- *Anti-graffiti film on windows*
- *Other improvements deemed necessary by the City to meet Program objectives*

All improvements must be physically attached to the property and permanent in nature. Staff will recommend specific improvements based on a site analysis and/or architectural design recommendations consistent with the Historic Upland Downtown Specific Plan.

Additionally, to participate in the HDRP, all exterior signage on the property to be rehabilitated must conform to and be maintained in accordance with the City's Sign Ordinance.

FOR PROGRAM APPLICATION OR  
INFORMATION CONTACT THE  
HOUSING DIVISION AT:  
(909) 931-4105

October 2015

CITY OF UPLAND  
DEVELOPMENT SERVICES DEPARTMENT

# COMMERCIAL REHABILITATION PROGRAM



HISTORIC  
DOWNTOWN  
REVITALIZATION  
FAÇADE IMPROVEMENT

## PROGRAM OVERVIEW

The purpose of the Historic Downtown Revitalization Program (HDRP/Program) is to provide financial assistance to property owners and/or tenants for the renovation of commercial façade buildings and structures within the City of Upland's historical downtown project area. The HDRP will fund conditional grants (Grants) to eligible properties.

The goal of the HDRP is to eliminate slum and blight and facilitate commercial revitalization; stimulate private investment; to preserve and beautify historical commercial corridors; to upgrade the physical image of the City; and to generate shopping, tourism, and a pleasant walking environment by improving the visual aesthetics with enhancements in design, building façades, color schemes, and signage through the use of federal Community Development Block Grant (CDBG) funds. Ultimately, the objective is to revitalize the City's downtown commercial building stock by providing Grants to downtown commercial property owners and/or tenants to perform City approved façade improvements, correct certain Americans with Disability Act (ADA) and/or code violations in their commercial buildings, as determined by the City.

## AVAILABLE ASSISTANCE

Assistance shall be available to Program applicants in the form of a Grant. The City's Housing Division (HD) will review each application to assure HDRP eligibility, and that the rehabilitation work proposed will accomplish the Program goals.

**Conditional Grant:** Grants shall be available to all properties which meet the eligibility requirements. As determined by the HD, Grants shall be provided up to a maximum \$30,000.00 per building storefront façade that faces onto a public right-of-way and up to a maximum of \$15,000.00 in additional funding granted for asbestos or lead based paint hazards totaling up to \$45,000.00. The same maximum Grant amount shall apply to a building facade that does not directly face a public right-of-way but is the primary façade of the structure which contains the entry(s).

All HDRP assistance is subject to eligibility and funding availability

## GRANT PARTICIPATION AGREEMENT

A Grant Participation Agreement (Agreement) shall be executed for all Program applicant(s) that will include: the requirements for HDRP funding, all applicable CDBG requirements and specify the applicable Participation Period. The Participation Period shall be based on the following schedule:

Program Funding Amount	Participation Period
Up to \$30,000.00	Five (5) years
Note: Up to \$15,000.00 in additional funding may be granted for asbestos or lead based paint hazards	

During the Participation Period, the Program applicant must comply with all Program conditions, inclusive of:

- *Active Business Operations*
- *Property Maintenance Requirements*
- *Sign the Grant Participation Agreement*

## GRANT TERMS

As a condition of HDRP funding, Program applicant shall agree to all of the following:

- *Continuously operate a business at the assisted location for the entire Participation Period; and*
- *Maintain the property in accordance with all requirements of the City of Upland Municipal Code*

An Agreement signed by both the tenant and building owner(s) will be recorded against the property. Program applicant may pre-pay the Grant at any time without penalty, if they no longer wish to participate in the Program under the Agreement. Grants are assumable under the limited circumstances listed below:

- *A transfer of a business owner's interest to an existing co-owner*
- *The transfer of the business to another lawful business owner;*

## GRANT CRITERIA

The amount of Grant assistance provided is determined by the amount of commercial rehabilitation that is eligible, necessary, and reasonable as determined by the staff. Accordingly, staff will determine the maximum recommended Grant amount within the Program limits. HDRP funding may not exceed the amount necessary to perform the City approved rehabilitation work, as determined by the City's in-house estimate.

## APPLICANT ELIGIBILITY

Program applicants must be of legal aged, residents of the United States and be the current business owner(s). If the Program applicant is not the property owner of the building to be rehabilitated then written authorization from the property owner must be obtained by the Program applicant on all necessary Program documents. Individuals, partnerships, corporations, nonprofit corporations and other legal entities may apply for assistance. The existing Grant Deed or other approved title document to the property to be rehabilitated must list all current owners. Property owner(s) shall be construed to be any person(s) or legal entity that holds title to the subject property. In cases of multiple owners, the signature of each titleholder is required on all appropriate Program documents, as requested by staff.

Program applicants will be served on a first-come, first-served basis per the Priority Project Funding List. No member of the governing body of the City and any other official, employee, or agent of the City who exercises policy, decision-making functions or responsibilities in connection with planning and implementation of the Program shall be directly or indirectly eligible for HDRP assistance. This restriction shall continue for one (1) year after an individual's relation with the City ends

Program applicant(s) must be the current owner(s) or current tenant(s) (tenants must receive the property owner's written approval to make improvements to the building) of the property to be rehabilitated in order to be eligible for Program assistance. Individuals, partnerships, corporations, nonprofit corporations and other legal entities may apply for assistance. Staff will verify property ownership and require all persons currently on title to give written consent to all work proposed to be performed on the property prior to initiating such work.

As a result of participating in the HDRP, it must be adequately demonstrated that the subject property will be or will continue to be utilized for commercial purposes as provided by the City's adopted zoning ordinance.

