

Meeting Date (?)	04/26/2016
Subject Matter * (?)	Downtown Improvement Program (DIP) Grant Applications This must match rolling agenda entry
Department of Origin *	ECONOMIC DEVELOPMENT
Submitted By *	Lindsey Guindi
Type of Meeting *	<input type="radio"/> BCD <input type="radio"/> Special <input checked="" type="radio"/> Regular
Classification *	<input type="radio"/> Public Hearing <input checked="" type="radio"/> Consent <input type="radio"/> Statutory <input type="radio"/> Regular
Ordinance *	<input checked="" type="radio"/> None <input type="radio"/> First Read <input type="radio"/> Second Read <input type="radio"/> First & Only Read
Strategic Initiative *	<input type="checkbox"/> Public Safety <input type="checkbox"/> Service <input checked="" type="checkbox"/> Economic Development <input type="checkbox"/> Infrastructure <input checked="" type="checkbox"/> Quality of Life
Agenda Item Description *	Consideration of eleven (11) grant requests for façade improvements in the amount of \$99,657, which is to be paid from the Tax Increment Reinvestment Zone (TIRZ) #21 fund, for buildings located at the following addresses: 105 North Main Street, 112 South Main Street, 121 North Main Street, 200 West 26th Street, 205 South Parker Avenue, 212 North Bryan Avenue, 301 North Main Street, 308 North Bryan Avenue, and 509 South Bryan Avenue, 307 South Main Street, and 201 South Main Street in Bryan, Brazos County, Texas.
Summary Statement *	<p>In December 2014, The Bryan City Council adopted a resolution that modified the application and submittal guidelines for the Downtown Improvements Program (DIP) grant. The modifications included the establishment of submittal deadlines, modifications of submittal requirements for applicants, and the creation of an application review panel. The changes created a more streamlined process for applications and the review panel ensures viable projects are in compliance with the Secretary of the Interior's Standards for Historic Preservation, and selected projects will provide a positive economic impact to the downtown area.</p> <p>Notification letters regarding the available funding were mailed on December 4, 2015, to all properties located within the eligible area for DIP funding. A total of eleven (11) DIP applications were received by the submittal deadline of 5:00 p.m. on February 16, 2016. The Downtown Improvements Grant Review Panel – made up of the City Engineer, the Director of Strategic Projects, the Historic Preservation Officer, a TIRZ 21 board member, and a Historic Landmark Commissioner – met on March 11, 2016, to review and make recommendations to the Historic Landmark Commission regarding each application.</p> <p>During its regular meeting on March 23, 2016, the Historic Landmark Commission reviewed all applications and kept the same recommendations as the Downtown Improvements Program Review Panel for all eleven (11) applications. The Bryan City Council will determine the final monetary allocation for each submittal, not to exceed \$100,000 for the eleven (11) submissions. The grant monies, if approved, will be distributed to applicants for completed work once receipts for eligible improvements are submitted to the Development Services Department, in accordance with the adopted guidelines.</p>

Staff Analysis & Recommendation *

During its regular meeting on March 23, 2016, the Historic Landmark Commission concurred with the DIP review panel and recommended approval of the following requests, for a total of \$57,657:

- 105 North Main Street \$10,000 (original request: \$50,000)
- 112 South Main Street \$5,000 (original request: \$7,328)
- 200 West 26th Street \$2,100 (original request: \$9,143)
- 205 South Parker Avenue \$21,250 (original request: \$25,000)
- 212 North Bryan Avenue \$17,814 (original request: \$50,000)
- 509 South Bryan Avenue \$1,493 (original request: \$1,717)

The Historic Landmark Commission recommended conditional approval of the following requests, for a total of \$42,000:

- 121 North Main Street: \$15,000 (original request: \$40,500); the Historic Landmark Commission modified the request so that if the applicant were to submit a plan for consideration that was compliant with the Downtown Design Guidelines and the Downtown Masterplan that \$15,000 would be allocated for this property. As submitted, the Commission did not think that funding should be granted to the property for work that was previously done without prior approval of building permits nor without prior approval of a Certificate of Appropriateness.
- 308 North Bryan Ave: \$15,000 (original request: \$44,915); the application for funding included proposed work on the façade that faced an alley and not the main public right-of-way; the Historic Landmark Commission believes that only work on the façade facing North Bryan Avenue should be funded.
- 301 North Main: \$12,000 (original request: \$36,000); the Historic Landmark Commission recommended funding portions of this project contingent upon staff approval of appropriate colors and window design and compliance with the Downtown Design Guidelines and the Downtown Masterplan.

The Historic Landmark Commission recommended no funding for the following requests, as they did not meet application and/or submittal guidelines:

- 307 South Main Street \$0 (original request: \$10,520)
- 201 South Main Street \$0 (original request: \$11,662)

Options *

(In Suggested Order of Staff Preference)

1. approve the façade grant requests, as recommended by the Historic Landmark Commission;
2. approve the façade grant requests with modifications to the amount of funding, not to exceed \$100,000 total; or
3. deny the façade grant requests.

(Note: Option 2 may require consideration at a future City Council meeting)

Funding Source *

Tax Increment Reinvestment Zone (TIRZ) #21 fund

Attachments

location map, exterior photos, HLC minutes.docx	2.38MB
Combined Review Sheets.pdf	2.31MB

Please detail attachments and note attachments available for viewing in City Secretary's Office:

Attachments 1, 2, and 3 are in a single Word document; Attachment 4 is a pdf file.

1. location map;
2. pictures of exterior of all 11 properties under consideration;
3. draft minutes from the Historic Landmark Commission meeting on March 23, 2016; and
4. Downtown Improvements Program review and recommendation sheets.

Dept. Head Signature



Deputy City Manager Signature



City Manager Signature

A handwritten signature in black ink on a light gray rectangular background. The signature is highly stylized and cursive, appearing to be a set of initials or a name that is difficult to decipher.

City Attorney Signature

A handwritten signature in black ink on a light gray rectangular background. The signature is written in a clear, cursive script and reads "Janis K. Hampton".