City of Roseburg  
Downtown Façade Improvement Grant

Summary

The purpose of the City of Roseburg’s Downtown Façade Improvement Grant program is to encourage renovation and improvement of properties within the Urban Renewal portion of the Downtown Historic District of Roseburg. The grant applies to improvements to the exterior façade of buildings, regardless of their individual historic status.

Goals

This program is designed to revitalize the City’s downtown core, promote continuing pride of ownership, reduce blight, and create an environment conducive to economic growth while retaining the historic character of the district.

Who may apply?

Owners of properties (and business owners with property owner consent) within the Urban Renewal portion of the Downtown Historic District.

The City retains the right and absolute discretion to reject an application received from a person or corporation which in the opinion of the City or its professional advisers, does not possess the experience, financial, technical, personnel or other resources that may be required to carry out the obligations that the applicant proposes to assume under the terms of its application and grant agreement.

Eligible Improvements:

- Exterior improvements that are visible from a public corridor
- Signage
- Awnings
- Exterior lighting
- Window and door maintenance
- Façade painting and cleaning/treatments
- Other aesthetic and functional improvements

All alterations/improvements made to buildings and properties shall be made pursuant to any required building permits, and constructed in accordance with the Land Use Development Ordinance, and all applicable zoning requirements, planning approvals and historic reviews.

Ineligible Projects:

- Interior improvements
- Structural improvements
- Security measures (i.e. gates, security systems)
- Loading docks or parking entrances
- Roof repairs
- Removal of architecturally important features

Source of Funding

The grants are made available through the Roseburg Urban Renewal Fund on a reimbursement basis, paid at the time of project completion. Funds may be awarded for up to 33% of the total project; minimum project total shall be $3,030 to meet the minimum reimbursement amount of $1,000. Maximum reimbursement is capped at $10,000. There is no cost for the grant application; however, certain projects may require a $104 fee for historic site plan review.

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Project Requirements

- Where practical, all building facades shall be restored to their original period design.
- All storefronts shall be designed, constructed and maintained to compliment the architectural features of the building. All accessories, signs and awnings shall likewise harmonize with the overall character of the building.
- Existing and proposed land uses and structures must be in conformity with applicable Roseburg Municipal Code, Land Use and Development Ordinances, and other planning requirements at the local, state, and national level.
- All alterations/improvements made to buildings and properties shall be made pursuant to a building permit, and constructed in accordance to all applicable zoning requirements and planning approvals.
- No work for which a grant is sought may begin until all necessary approvals have been obtained by the Grantee.
- Construction of all proposed improvements must be completed by June 30, 2014. If the work is not completed within that time, the grant will not be paid.
- To qualify for grant funds, an application and appropriate plans must be submitted to the Community Development Department at City Hall.
- All work must be performed by a contractor licensed in the State of Oregon and who has a valid business registration with the City of Roseburg
  - Projects costing less than $10,000 will require submittal of at least two competitive contractor quotes
  - Projects costing $10,000 or more will require submittal of at least three competitive contractor quotes

Grant Procedures

- Fill out application along with supporting documents and submit to the Community Development Department.
- City staff will review the project and, if necessary, submit information to the Historic Resource Review Commission for additional review.
- Once staff and the Commission have approved the project, Grantee is eligible to obtain permits required for proposed work.
- It is the Grantee’s responsibility to obtain any permits required to do the project. Cost of permitting cannot be part of grant funding.
- A Grant Agreement outlining terms and conditions of the project including reimbursement must be signed before work can begin.
- Once the project is complete Grantee must submit a paid bill or invoice along with any cancelled checks and/or receipts of payment before reimbursement can be issued.
- Any unapproved changes will not be funded. If Grantee decides to change the project after approval Grantee must contact the City of Roseburg’s Community Development Department.

Further Information:
http://www.cityofroseburg.org/departments/community-development/downtown-information/

It is recommended the applicant discuss their project prior to submitting an application. Questions and applications will be accepted at:

City of Roseburg
Community Development Department
900 SE Douglas Ave
Roseburg, OR 97470
541-492-6750
www.cityofroseburg.org
2013/2014 Roseburg Façade Grant Eligible Properties
(Urban Renewal Properties within the Downtown Historic District)