



Village of Suffern Façade Improvement Program

Informational Meeting

January 31, 2011

Suffern Village Hall



Introduction

- The Village is implementing a Business District Revitalization & Façade Improvement Program
- Funded through a Community Development Block Grant
- Intended to be a 5 year program
- Goal is to improve 3 – 4 buildings in 2011, and 20 -25 buildings over the 5 year program

Suffern Business District Revitalization & Façade Improvement Program

- Three Components:
 - New/Additional Lighting
 - Sidewalk & Curb Replacements
 - Building Façade Improvements

Purpose of the Program

- The Façade Improvement Program is a Village sponsored initiative to leverage public and private reinvestment in the buildings in Suffern's Downtown Business District for the following purposes:
 - To provide a safe and inviting place for people to visit, shop and dine
 - To upgrade and preserve the Village's unique downtown buildings
 - To attract new businesses and retain existing businesses

Eligible Participants

- The Village of Suffern Façade Improvement Program is open to all property owners of property located in the Suffern Downtown Business District.
- Includes portions of:
 - Lafayette Avenue
 - Orange Avenue
 - Wayne Avenue
 - Chestnut Street
 - Park Avenue
 - Suffern Place.

Eligibility Requirements

- In order to be eligible to receive funding under the Suffern Village Façade Improvement Program, the applicant must meet the following requirements:
 - The applicant must own a commercial building in one of the designated business districts and agree to rehabilitate the entire storefront.
 - If the storefront is part of a building containing other storefronts, the entire building comprising all of the storefronts must be included in the project.
 - If the building contains apartments in addition to the commercial space, the applicant must agree to rehabilitate the exterior of the residential portion of the building.
 - In addition to the front façade, any exposed side and the rear of the building may be eligible for improvements.

Benefits Available

- **PROGRAM FINANCING**
 - The Façade Improvement Program will offer Community Development Block Grant funds to eligible applicants to assist owners of properties and/or businesses in rehabilitating their storefronts. The grant is limited to 90% of the construction costs involved in the project; property owners will be responsible for providing the remaining 10%. The owner's 10% contribution shall be paid upfront at the time the contract is executed. The funds shall be held in reserve until final payment is made to the contractor.
 - The Facade Improvement Program will pay for the conceptual preliminary designs and cost estimates. Only actual construction costs will be shared on a 90/10 basis.
- **TECHNICAL ASSISTANCE – SERVICES PROVIDED BY PROGRAM**
 - The Village of Suffern Façade Improvement Program will provide eligible property owners with architectural designs, technical project specifications, bid proposals, contractor selection, and project oversight.

Application Process

- The first step the property owner will take is to file a pre-application. The pre-applications will inform the program staff of the Owner's interest in the program. The pre-applications will be coded and dated, allowing the applications to be processed in the order of receipt.
- In the event that there is a large interest in the program, the Village has appointed a Façade Improvement Program Steering Committee to establish priorities for ranking pre-applications by perceived need so that the program can serve the properties in greatest need of improvement first, and to ensure that the revitalization project is completed in an organized and cohesive manner that best serves the goals and objectives of the program and the Village's vision for the future.

Eligible Property Improvements

- Complete reconstruction of the front facade including all windows and doors.
- New lighting and signage.
- Improvement of exterior areas for customer convenience and safety.

Example of Façade Improvement from Schenectady, NY



Before



After

A Look at Suffern's Downtown



Design Process

- The Village is in the process of selecting a program architect that will work with the program staff and property owners to prepare design proposals and cost estimates
- The architect will prepare at least 2 proposals to be approved by program staff and the Village Board
- Proposals will be subject to review and approval by the State Office of Historic Preservation
- After final approval of design, the property owner will enter into an agreement with the Village which approves the final design package and price and acknowledges they understand the Façade Program's policies and procedures

Contractor Selection

- The Village of Suffern will be responsible for selecting the contractor.
- The Village will follow a free and open competitive process in selecting a contractor.
- The Village will use local business and contract with small, minority and/or women-owned businesses to the maximum extent feasible.
- All contractors shall be subject to Federal and State prevailing wage requirements.
- Depending on the cost of the project, the Village will use a request for proposal or formal sealed bidding process

Contact Information

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