

# Supplemental Packet

10-5-07

For

**Monday, October 8, 2007 Council Meeting**

## URBAN RENEWAL AGENCY

### **IV. Regular Agenda**

- A. Consideration with possible approval of Façade Improvement Project matching grant as recommended by the Urban Renewal Advisory Committee for property located at 702 Chetco Avenue, Outreach Gospel Mission, owner.  
**NOTE: *This item was tabled by the Urban Renewal Advisory Committee until their regular meeting on October 11.*** (page 3)
- B. Consideration with possible approval of Façade Improvement Project matching grant as recommended by the Urban Renewal Advisory Committee for property located at 520 & 522 Hemlock, Rick Gray, owner. *City Manager* (page 5)

City of Brookings  
898 Elk Drive  
Brookings, OR 97415



# URBAN RENEWAL AGENDA REPORT

To: URA Chair and Directors

From: Executive Director

Date: October 5, 2007

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Subject: Façade Grant Application 702 Chetco Avenue

Recommendation: No Action

Background /Discussion:

This is an application for a Façade Grant from His Haven of Hope. This matter was placed on the Agency agenda in anticipation that the Urban Renewal Advisory Committee would make a recommendation at its meeting of October 4. At that meeting, the Committee tabled consideration of the application pending a policy and legal review as the applicant is a non-profit organization and a sales transaction is in progress.

The application for funding was received on September 27. According to Building Department records, work on the removal of the asbestos siding commenced on September 25 or 26.

Financial Impact(s): If the URAC recommends approval of this application at a subsequent meeting, there will be insufficient funds to provide full funding for the request.

Executive Director Review and Approval for placement on URA Agenda:

Gary Milliman Executive Director



# URBAN RENEWAL AGENDA REPORT

To: URA Chair and Directors

From: Gary Milliman, Executive Director

Date: October 5, 2007

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Subject: Facade Improvement Grant for 520-522 Hemlock Street

Recommendation: Motion to approve a Facade Improvement Project matching grant in the amount of \$10,287 as recommended by the Urban Renewal Advisory Committee for 520-522 Hemlock Street, owner Rick Gray.

Background /Discussion: Rick Gray submitted an application for a Facade Improvement Project grant in accordance with the guidelines established by the Urban Renewal Agency. The application was reviewed by the Urban Renewal Advisory Committee on October 4, 2007 and was recommended for approval. The facade improvements at this location will include replacing overhead doors and trim, installing new doors and windows, installing new siding, steps and painting, and replacing parapet wall cap and rain gutter. The estimated cost of the facade project is \$20,574.

Financial Impact(s): A \$10,287 expenditure from Urban Renewal Agency funds for this project is consistent with the adopted budget and funds are available.

Executive Director Review and Approval for placement on URA Agenda:

Gary Milliman Executive Director

OCT 01 2007

## FACADE IMPROVEMENT PROJECT CHECKLIST

Applicant: Rick BrayProperty owner: SameDate Received: 10-1-07 9:00 AMPer: [Signature]Received By: [Signature]Property Address/Bus. Name: Willow / Henrich Storage / 520 / 522 HenrichIf owner is not applicant - is owner's written authorization included? Yes ☐ No ☐

Estimated Funding: Total \$	<u>20,574</u>	Grant \$	<u>10,287</u>
Architect/Designer \$			

- ☒ Completed/signed application  
☒ Preliminary design drawings  
☒ Evidence of property and/or business ownership  
☒ Photographs of site  
☒ Description of methods and materials to be used  
☒ Color and/or material samples  
☒ Location map  
☒ Three bids/quotes with itemized cost estimates for work in excess of \$5,000  
☒ Itemized costs/paid invoice if designer/architect used

need some  
 explanation

Summary of Approved Project:

Additional Information Required:

Approved Grant Amt: \$10,287<sup>00</sup>

Recv'd On:

Scheduled Completion date: 11-1-08Approvals: UR Advisory Comm on: 10-4-07

By UR Agency on:

Extension Requested/#days:

Project Completed On:

Revised Due Date:

Total Project Cost: \$

Supporting Documentation:

Itemized Invoices ☐Copies of Cancelled Checks ☐

Building Inspection on:

Final Approval on:

P.O. Issued on:

Total Grant Amount Paid: \$

CITY OF BROOKINGS

# Urban Renewal Agency

FACADE IMPROVEMENT PROGRAM



## APPLICATION

### 1. Applicant Information:

Name(s): Rick R. Gray

Address: P.O. Box 7888, Brookings, OR 97415

Phone: Work- 541-469-3510 Home- 541-469-4059 Cell- 541-661-3884

Legal Form: Sole Proprietorship ☒ Partnership ☐ Corporation ☐

Profit ☐ Non-Profit ☐

Tax ID No: [REDACTED]

### 2. Building / Business to be Rehabilitated:

Name: Willow & Hemlock Storage

Address: 520 & 522 Hemlock St. Brookings, OR 97415

Tax Map & Lot Number: 4113-05 CB TL's 6200, 6202, 6300

### 3. Owner of Property (If other than applicant):

Name: Rick R. Gray

Street: 520 Hemlock St.

City: Brookings State: OR ZIP: 97415

### 4. Brief Description of Exterior Facade Improvements: (Please be prepared to submit color and/or material samples, if applicable, for Design Committee review).

Please See Attached

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Brookings Urban Renewal Agency – Facade Improvement Application

5. Estimated Total Cost of Facade Improvements: \$ 20,574.<sup>00</sup>  
Note: 50% of this amount, not to exceed \$20,000, is the maximum amount eligible for potential reimbursement.

6. In addition to facade improvement, is other work planned at the same time or under the same contract? If yes, a clear separation and delineation of all such costs must be attached.

Yes: ☐ No: ☒

Total of all facade work: \$ 20,574.<sup>00</sup>

Total of all other work: \$ 0

7. Source of Matching Funds: CASH IN BANK

8. Planned Project Start Date: MARCH 1, 2008

Planned Project Completion Date: November 1, 2008

NOTE: The Brookings Urban Renewal Agency will review the proposed Facade Improvements Proposal and advise the applicant of any recommended changes. Some proposed improvements may not be funded by the agency.

**Certification By Applicant**

The applicant certifies that all information provided in this application is true and complete to the best of the applicant's knowledge and belief. If the applicant is not the owner of the property to be rehabilitated, or if the applicant is an organization rather than an individual, the applicant certifies that he/she has the authority to sign and enter into the agreement to perform the work proposed in this proposal.

Evidence of this authority must be attached.

[Signature]

Applicant Signature

9/30/07

Date

[Signature]

Property Owner Signature

9/30/07

Date

Return application with required attachments to:

City of Brookings  
Urban Renewal Agency  
898 Elk Drive  
Brookings, OR 97415

September 30<sup>th</sup>, 2007

City of Brookings  
Urban Renewal Agency  
Façade Improvement Program  
898 Elk Drive  
Brookings, OR. 97415

RE: Application for Matching Funds

To Whom It May Concern:

Please find enclosed application and supporting attachments for Façade Improvement Program for Willow & Hemlock Storage, located at 520 & 522 Hemlock St. Brookings, OR. (4113-05CB, TL's 6200,6202,6300).

The project is to include the following:

1. Replace old fiberglass overhead doors & trim on west side of complex with new commercial steel overhead doors & trim.
2. Install new raised panel steel door, vinyl window, trim, Hardieplank siding, steps, and paint to office entry facing Willow Street.
3. Install new vinyl window, trim, Hardieplank siding, & paint to office entry facing Hemlock Street.
4. Replace old metal parapet wall cap on back and side of Willow Street (West) side of complex with new aluminum cap painted to match trim.
5. Clean, seal, & paint all exterior walls, parapets, fascia, trim, on entire complex and overhead doors on east side.
6. Replace gutter on 522 Hemlock building.
7. Bring street addressing up to code.

Total Cost = \$20,574

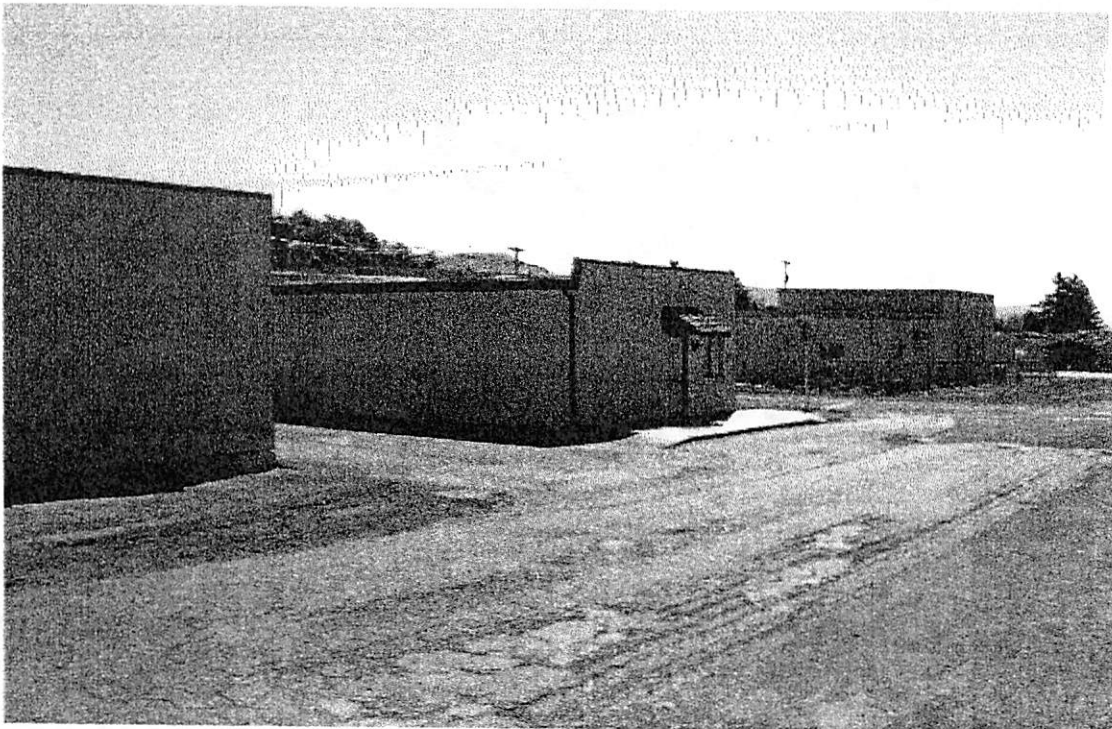
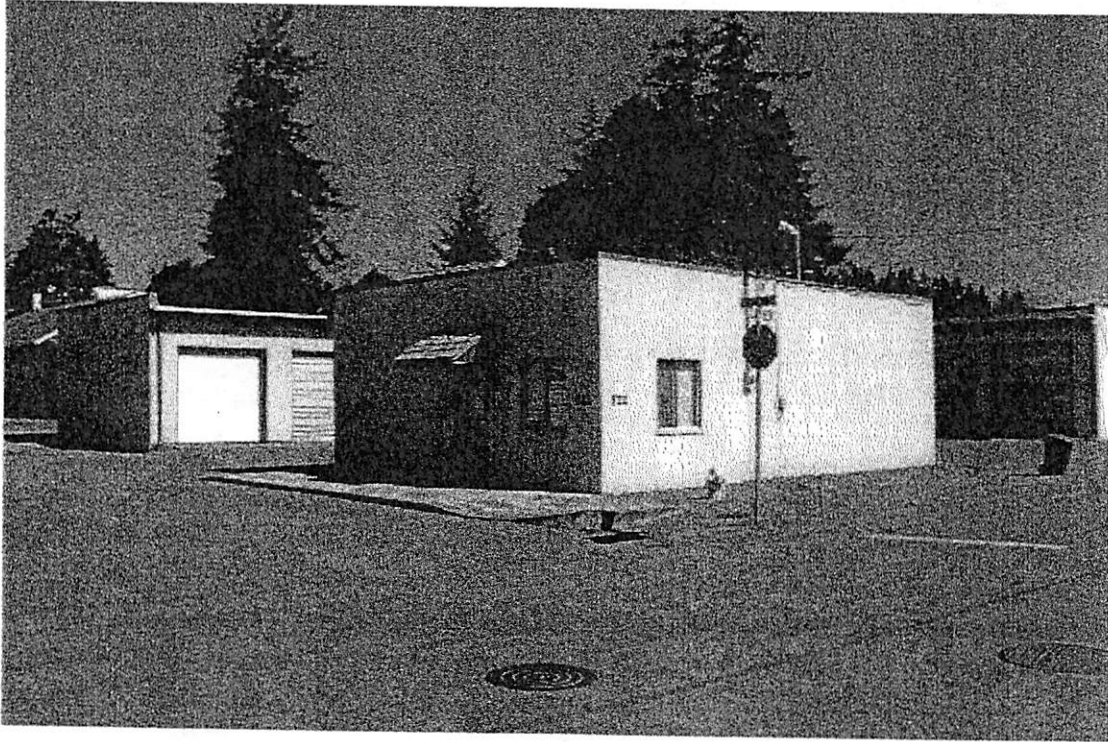
Matching funds applied for = \$10,287.00

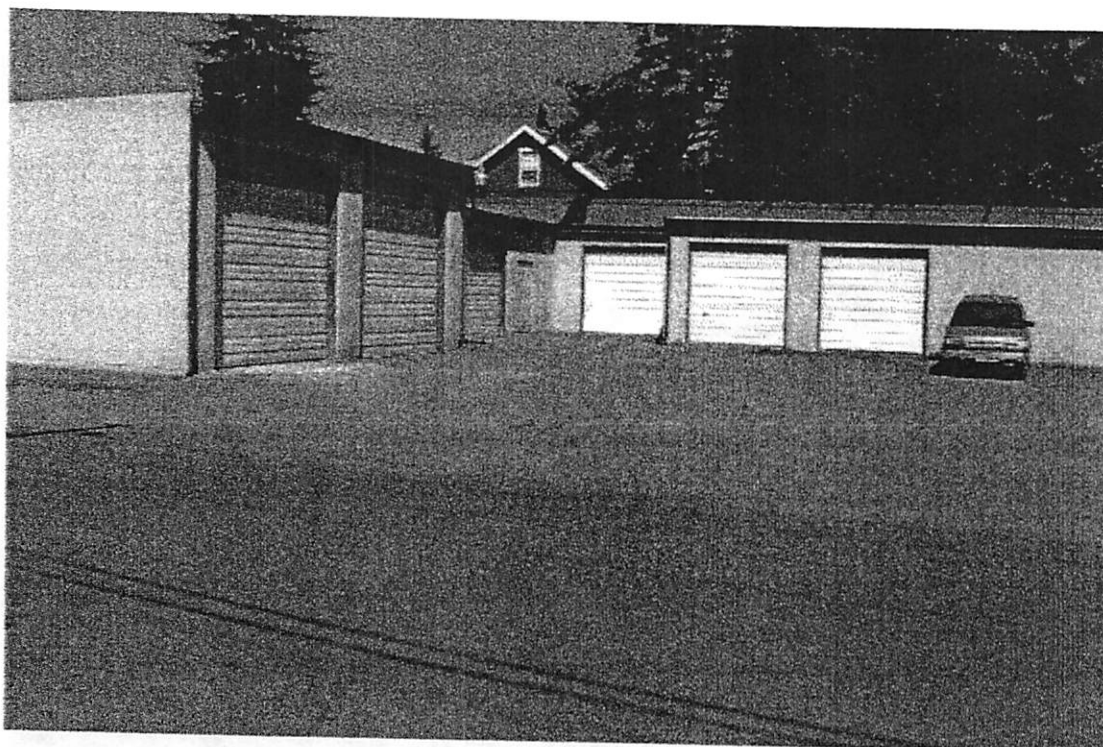
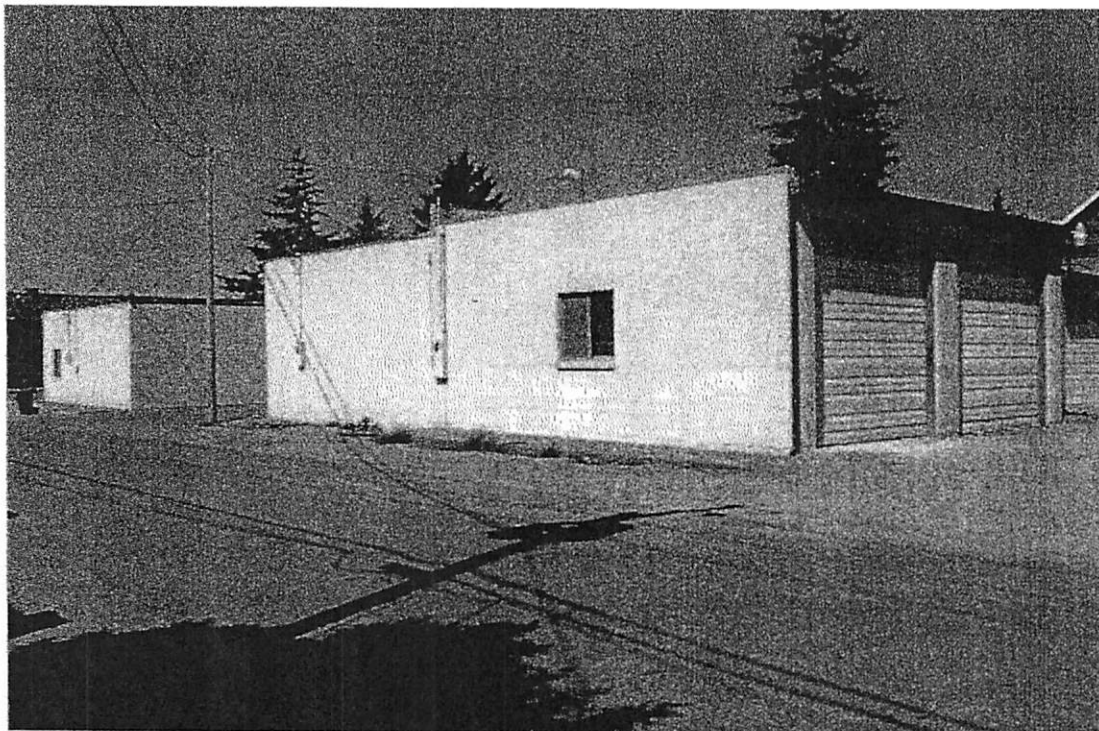
Attached are color samples of Base and trim color. Request to reserve the right to change base or trim color with previous URA approval.

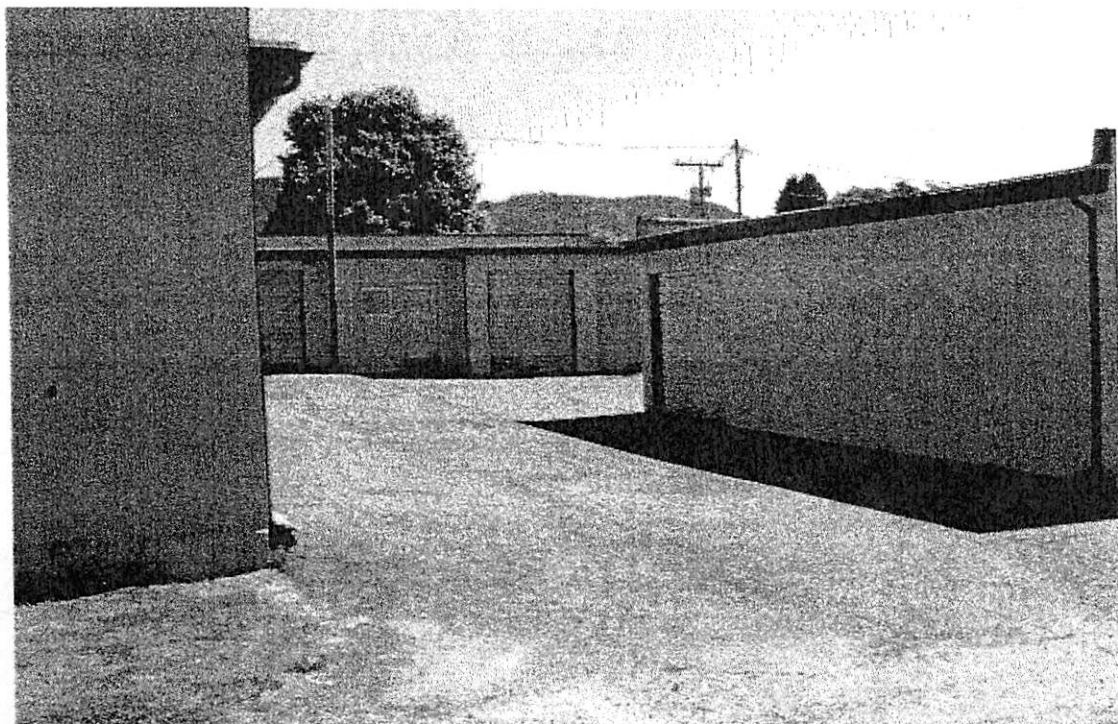
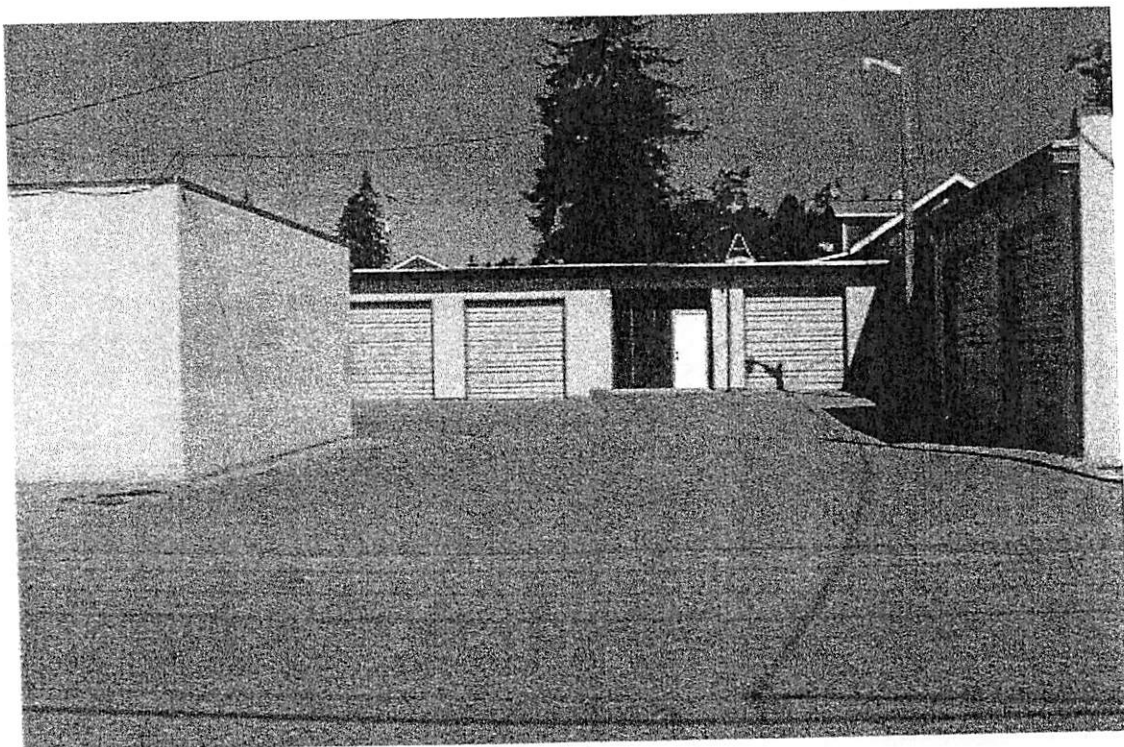
Thank you for your consideration,



Rick R. Gray  
Owner, Willow & Hemlock Storage  
PO. Box 7888  
Brookings, OR. 97415









# FACING HEMLOCK ST.

