

CORRIDOR IMPROVEMENT GRANT PROGRAM

GRANTS & IMPROVEMENTS

The program provides property/business owners along the major NDSO corridors with matching grants based on a percentage match of project costs up to a per grant maximum. Grants generally are available for exterior, façade, and site enhancements and other aesthetic improvements.

Allowable improvements include, but are not necessarily limited to:

Façade Rehabilitation/Renovation

- Grant: 50% of total cost, not to exceed \$20,000
- Type of Work: Corrective maintenance, painting, roofing, siding, windows, doors, shutters, canopies, awnings, and other structural changes intended to improve the buildings appearance and usefulness.

Sign Improvement

- Grant: 50% of total cost, not to exceed \$10,000
- Type of Work: New or renovated signage. Preference will be given to requests that reduce the total amount of signage and to the establishment or renovation of ground mounted monument signs.

General Property Improvement

- Grant: 50% of total cost, not to exceed \$15,000
- Type of Work: Installation of improvements such as retaining walls and steps; repair or installation of improved exterior lighting; improvements to or con-

The purpose of this program is to encourage owners of property along the major corridors in the Newport Development Service District (NDSO) to make certain improvements, thereby increasing economic growth in that area of Isle of Wight County.

The program is jointly administered by the NDSO Revitalization Committee and the Isle of Wight County Industrial Development Authority (IDA).

The goals are to stimulate additional property investments along the corridor and to enhance the appearance and economic potential of participating individual businesses and the NDSO corridor as a whole.

struction of entrances, sidewalks, and parking areas. Preference will be given to requests that implement landscape plans approved by the County's Planning and Zoning Department.

Landscape Improvements

- Grant: Up to 75% of total cost, not to exceed \$15,000
- Type of Work: Preference will be given to plans approved by the Isle of Wight County Department of Planning and Zoning.

Demolition

- Grant: Up to 100% of total cost, no to exceed \$20,000
- Type of Work: Removal of dilapidated structures and unsightly structures.

Installation of Bike and Pedestrian Pathways

- Grant: Up to 75% of total cost, no to exceed \$10,000
- Type of Work: Implement the County's Bicycle and Pedestrian Master Plan.

SELECTION CRITERIA

A grant application will be reviewed according to the following general criteria:

- Aesthetic quality of the project and its design;
- Visual prominence and potential impact on the attractiveness of the Routes 17, 32 and 10 corridor;
- Conformance of the project to the NDSO corridor objectives, such as landscape coordination with median improvements, reduced or ground mounted signage, and improvements in accordance with the Route 17 Master Plan.

ISLE of WIGHT
COUNTY IN VIRGINIA

Isle of Wight County
Dept. of Economic Development
P.O. Box 80
Isle of Wight, VA 23397
757.365.6249 (P)
757.365.6271 (F)
www.insidetheisle.com

TECHNICAL ASSISTANCE

Architectural and landscape design assistance is available through the County's Planning and Zoning Department. Preference will be given to grant requests that implement design recommendations approved by Planning and Zoning.

PROCEDURES FOR PAYMENT

Grants will only be awarded for work performed after the approval of the application. All work must be completed within 12 months. Grants will be awarded on a matching basis to the applicant upon satisfactory completion of the project in accordance with the terms originally approved in the program application. The applicant must submit an itemized statement of total costs of the project, copies of invoices, and copies of all permits and approvals. Payment to the applicant will be made by the IDA.

APPLICATIONS

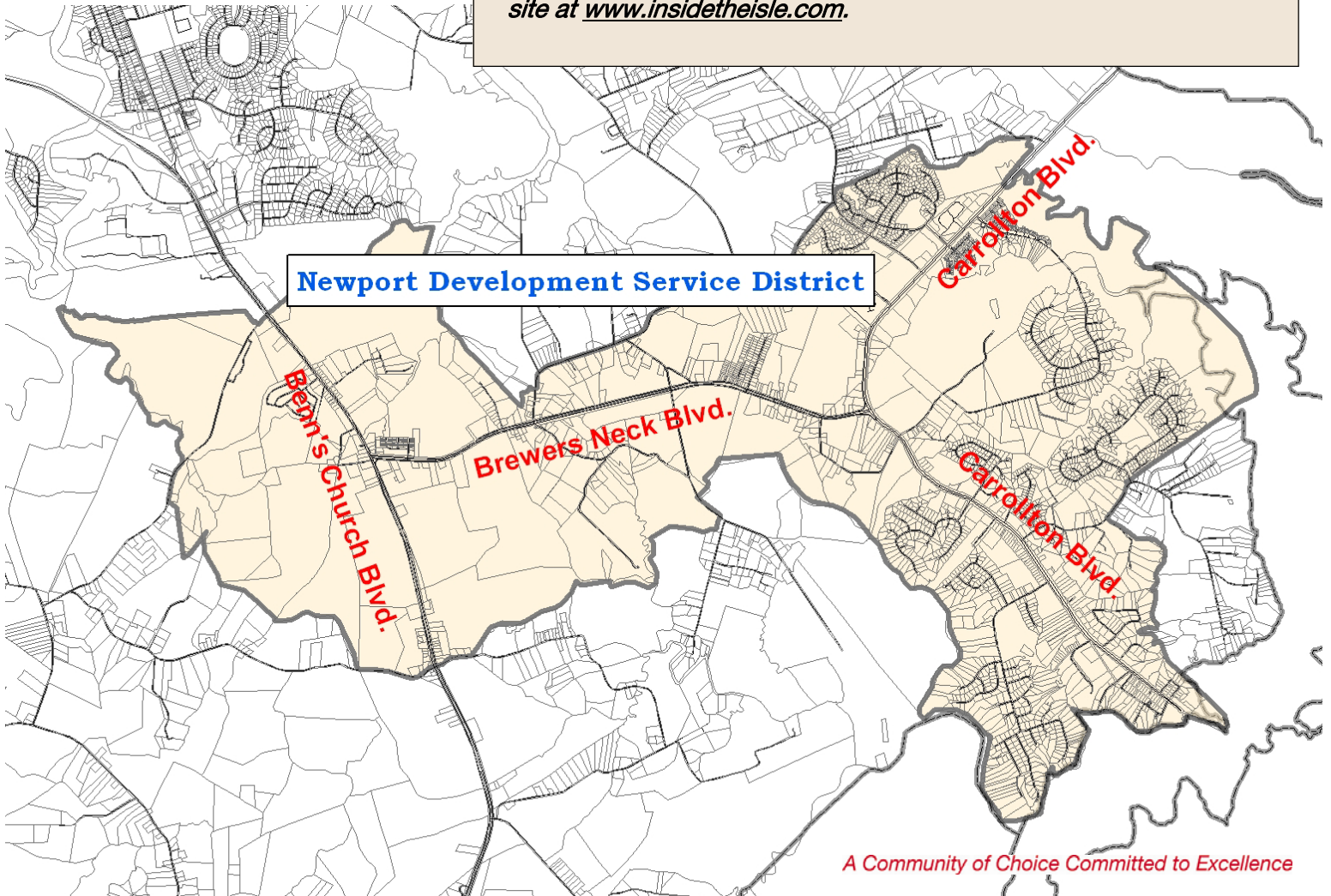
The applicant must be a property owner or tenant of a business within the NDS. A tenant must obtain the property owner's permission in order to apply.

Applications must include:

- Written summary of the proposed work;
- Design plans for any improvements;
- Photographs clearly showing existing conditions to be improved upon;
- Exact samples of any paint colors to be used;
- Landscape plan including a listing of proposed plant materials;
- Documentation of any required prior approvals or authorizations;
- Cost estimates.

Program applications will be reviewed by the NDS Revitalization Committee and the Industrial Development Authority (IDA). If approved, completion of the project must occur within 12 months of the approval date to obtain grant reimbursement. Applications will be considered on a rolling basis, and grants will be awarded subject to the availability of funds.

Applications are available from the Isle of Wight County Economic Development Department or may be downloaded from the web site at www.insidetheisle.com.



A Community of Choice Committed to Excellence

NDSB Corridor Improvement Grant Program Guidelines

Applications:

1. The NDSB Corridor Improvement Grant Program application is available from the Isle of Wight County Economic Development Department or may be downloaded from the web page at www.insidetheisle.com.
2. Applicants must own property or be the tenant of property along the primary arteries of the Newport Development Service District (Routes 17, 32/258 and 10). Non-commercial properties will only be eligible for demolition grants. Tenants must obtain the property owners permission to apply.
3. Applicants must have a current County Business License and must be current on all taxes and/or fees owed to the County. The subject property must also be in compliance with the County's Zoning Ordinance. The NDSB Revitalization Committee will confirm the status of the property and/or business with the Commissioner of Revenue and the Planning & Zoning Department as part of the application review process.
4. Applications must include:
 - Written summary of proposed work
 - Photographs clearly showing conditions to be improved
 - Design plan for proposed improvements
 - Exact samples of any paint or colors to be used
 - Two cost estimates on all proposed projects, unless otherwise approved by the Industrial Development Authority (IDA). (Note: Applicant may choose either of the two quoted companies to complete the proposed work. However the grant amount will be based on the lowest quote, unless otherwise approved by the IDA.)
 - Any applicable approval from the County's Planning and Zoning Department, VDOT or other jurisdictional bodies.
 - If the property is within a historic district, Historic Architectural Review Committee (HARC) approval of the proposed work must submitted with the grant application.
5. Work must begin within 90 days of the grant approval date. A project specific timeline will be established as part of the approval process, but in all cases, the project must be completed within 12 months of the approval date to obtain grant reimbursement.
6. Applications with a landscaping or demolition component will receive a more favorable consideration. The landscape portion of the project is eligible for up to 75% reimbursement of the total cost. Demolition projects are eligible for up to 100% reimbursement of the total cost.
7. Applications are considered on a rolling basis and grants will be administered as long as funds are available.
8. Once a grant is approved, the applicant must sign a contract stating that they are obligated to begin all projects within 90 days and to complete all work listed in the application – to the specifications of the application – within 12 months of the grant approval date or they will forfeit the entire grant amount. (Grant projects which are not completed within the 12 months may reapply to the program on a competitive basis. If the grant is reauthorized, reimbursement eligibility may include expenditures from the original grant approval.) The grant contract will also state that the applicant will only be reimbursed up to the dollar amount stated in their approval letter for each project.

Contact Information:

- Send application materials to: Isle of Wight County, Attn: Kristi Sutphin, P.O. Box 80, Isle of Wight, VA 23397
- Planning & Zoning Department: 757-365-6211
- Economic Development Department: 757-365-6249

Review Criteria:

1. Aesthetic quality of project and design.
2. Visual prominence and potential impact along the corridors of the NDS.
3. Conformance to corridor objectives such as:
 - Conservation of natural resources and historic rural character.
 - Ensuring visual quality, architectural character and local identity.
 - Promotion of viewshed protection along the NDS corridors.
 - Utilization of colors that fit with the area, such as muted blues, natural green and brown tones, white and black.
 - Removal of dilapidated and unsightly structures to avoid an unkempt appearance along the corridor.
 - Reduction of the total amount of signage and the establishment/renovation of ground mounted monument signs.
 - Creation of opportunities for recreation and alternative transportation options.
4. Grants are awarded only for work performed **after** approval of the grant application.
5. Grants will be awarded for property improvements only – not for routine or recurring maintenance related requests.

Payment Procedures:

1. Grants are only awarded for work performed after approval of the application.
2. Grant funds will not be paid in piecemeal or by individual line items. In other words, all work submitted on one application, is considered one grant – if one line item is not done as stated in the application or not done at all, the entire grant amount is forfeited. Work can be submitted as multiple separate grants and will be paid after each grant is completed.
3. Work must begin within 90 days and be completed within 12 months from the date of the grant approval.
4. Applicant must submit copies of :
 - Itemized statement of the total cost of the project
 - Paid invoices, receipts and/or returned checks – written proof showing that the account is paid in full
 - Copies of all permits and final approvals
5. Reimbursement will only be made up to the dollar amount stipulated in the grant award letter. Should actual costs be less than the approved amount, reimbursement will be up to the stipulated match amount of the actual costs.
6. If the grant (other than demolition grants) is awarded to a property owner, and the property is transferred within one (1) year of the completion of the grant project, the property owner will be required to refund to the IDA 50% of the total of any grant funds already paid and will forfeit any funds that were approved but not paid. The property will be considered sold when the property owner signs a sales contract. If the grant is awarded to a business owner that is a tenant, the tenant will not be responsible for grant repayment.

For demolition grants, if the property is transferred within five (5) years of the final completion of the grant project, the property owner will be required to refund to the IDA 50% of the total of any grant funds already paid and will forfeit any funds that were approved but not paid. The property will be considered sold when the property owner signs a sales contract.

Newport Development Service District Corridor Improvement Grant Program

APPLICATION

BUSINESS INFORMATION

Business Name:

Business Address:

Contact Person:

Phone:

Email:

PROPERTY OWNER INFORMATION

Property Owner:

Address:

Phone:

Email:

CONTRACTOR INFORMATION

(if applicable)

Contractor Name:

Address:

Phone:

Email:

DESIGN PROFESSIONAL INFORMATION

(if applicable)

Design Professional Name:

Address:

Phone:

Email:

Project Cost

Estimated Cost of Improvements

Amount of Grant Funds Requested

Expected Time to Complete the project

Historic Architectural Review Committee Information

(if applicable)

Is this property located in a designated historic district?

If so, has HARC approval been obtained?

Please attach with this application:

- Two (2) individual cost quotes for the proposed project
- Written summary of proposed work
- Photographs clearly showing the existing conditions to be improved upon
- Design plans for the applicable improvements
- Exact samples of any paint colors to be used
- Owner consent form (required if applicant is a tenant)
- Any applicable prior approvals

Newport Development Service District Corridor Improvement Grant Program

OWNER'S CONSENT FORM

(must be completed if grant applicant is a tenant)

I, _____, certify that I own the property located at _____ in Isle of Wight County, Virginia, and that I have reviewed the application for the NDSB Corridor Improvement Grant Program submitted by _____ and that I fully support this application. I further certify that this person or business holds a valid lease of _____ years with an expiration date of _____.

Owner Signature:

Date:

Print Name:

Mailing Address:

Phone:

NOTARIZED ACKNOWLEDGEMENT OF THE OWNER'S SIGNATURE

City/County:

Commonwealth/State of:

The foregoing instrument was acknowledged before me this _____ day of _____ 20____, by

_____ (name of person seeking acknowledgement).

Notary Public:

My commission expires:

My registration number is: