



REPORT TO CITY COUNCIL

TO: The Honorable Mayor and Members of the City Council

FROM: Debra Irvin, City Manager

DATE: November 10, 2020

SUBJECT: **Case No. ED20-03 – A Referral to ED Commission:** A request from Donna Peebles to participate City’s Façade Program – to obtain reimbursement of improvements to 8363 Frost Avenue, in the City of Berkeley, St. Louis County, Missouri.

We have investigated the Subject item, above, and present the following as our findings:

KEY POINTS:

- The owner received a code notice and made exterior repairs; it was *after* the repairs that she learned of the Façade Program from the Code Inspector.

OBJECTIVE:

Referral to the Economic Development (ED) Commission for review and consideration of approval. The ED Commission will send their results back to the City Council.

SUPPORTING DOCUMENTS

Façade Application
Site Photo – Google Earth

Respectfully Submitted,



**CITY OF BERKELEY
Commercial Façade Improvement Grant Application**

REQUIRED SUBMITTALS WITH APPLICATION:

1. Current digital photos of all building facades visible from the public right of way which will receive improvements
2. A schematic drawing with enough detail to depict the proposed improvements
3. Signed vendor contract(s) with detailed costs for each proposed improvement (excluding ineligible portions of improvements, e.g. lettering on awnings)
4. Consent from the building owner for proposed improvements, by signature on the attached form
5. Completed IRS Form W-9 Request for Taxpayer Identification Number and Certification
6. Projected sales tax* and/or property tax for the three years following the completion of the improvements covered by the grant.
7. A narrative as outlined below:
 - a. Description of proposed façade work including information about the proposed building materials and methodology for proposed changes.
 - b. Description of your business and the related industry.
 - c. Features and advantages of your product and how improvements sought will improve the business and/or City.
 - d. Credentials and experience of business owner.
 - e. Any unusual or expected difficulties or hardships in making the proposed improvements.

**Please note that if you are awarded a grant, you must submit actual sales tax receipts for the three consecutive years following the completion of the improvements shall be provided to the City with reimbursement certification.*

BUSINESS OWNER INFORMATION

Business Owner Name: Donna Peebles

Home Address: 5276 Cheltenham

Business Name: D+K Sandwich Shop

Business Address: 8363 Frost Ave

Business Phone: 314-521-4404 Fax Number: _____

Home Phone: 314-503-2387 Email Address: _____

If tenant, what is the expiration date of your current lease? N/A

If buyer under contract or tenant, who is the property owner?
Property Owner Name: N/A

Property Owner Address: 5276 Cheltenham Rd

Property Owner Phone: 314-503-2387

Property Owner Fax: _____

Property Owner E-mail: _____

DESCRIPTION OF PROPOSED IMPROVEMENTS

Replace fascia around the strip mall

Tear up one half of the parking lot and turn
it into grass. Patch, pave, & seal the remainder
of the parking lot

ITEMIZED ACTIVITY DESCRIPTION

COST

Fascia 4500

Parking lot 5280

TOTAL PROJECT COST:

9,700

AMOUNT OF GRANT ASSISTANCE REQUESTED:

APPLICATION CERTIFICATION

I, the undersigned, certify that I have read the program description and requirements for the City of Berkeley Façade Improvement Grant Program. I certify that all information provided herein is true and accurate to the best of my knowledge. I understand that the improvements described in this application must receive all required permit approvals from the City of Berkeley prior to the commencement of construction.

Furthermore, I, the undersigned, my successors and assigns, hereby agree to save and hold harmless the City of Berkeley and any of its employees, officers and directors from all cost, injury and damage to any person or property whatsoever, any of which is caused by an activity, condition or event arising out of the performance, preparation for performance or nonperformance of any project improvement included in my grant application. The above cost, injury, damage or other injury or damage incurred by or to any of the above shall include, in the event of an action, court costs, expenses of litigation and reasonable attorneys' fees. I understand that if my business closes or moves out of the City of Berkeley within 5 years I will be required to repay the City in an amount as described on page 4 of the grant packet guidelines.

Donna Peables
Applicant Name (PRINT)
9/11/2020
Date

Donna Peables
Applicant Signature

CONSENT FROM PROPERTY OWNER (Required if different from Applicant)

Property Owner Name (PRINT)

Date

Property Owner Signature

*****Office Use Only*****

Application is: _____ Approved

_____ Denied

Finance Director

Date

Economic Development Coordinator

Date