



Date Submitted: \_\_\_\_\_

## Façade Improvement Loan Application

The City of Shakopee is proud of its historic downtown and other commercial areas and would like to encourage property owners to maintain and invest in their properties to preserve them as a profitable businesses and attractive destinations for years to come.

The Façade Improvement Loan Program, formerly known as the Commercial Exterior Improvements Program, allows businesses to apply for a forgivable loan from the city for exterior building improvements.

### HOW IT WORKS

For successful applicants, the city pays up to 50 percent of project costs for eligible exterior-building improvements. A typical award is \$30,000. The city may consider additional funding requests for renovations to significant historic commercial properties in which the historic character is restored. Awarding of loans is dependent upon availability of funding.

### LOAN FORGIVENESS

Forgiveness of a loan takes place over a five-year period with 20 percent of the award forgiven annually. The city may extend or reduce the repayment period based on the dollar amount of the award.

If the benefiting building is sold within the period of the loan, the loan must repaid. The city may consider alternatives to immediate repayment.

The applicant has one year from the award date of the loan to complete the project and request payment of loan funds. All loan funds will be paid upon receipt of paid invoices for the project, proof of payment and approval of completed work.

### HOW TO APPLY

Interested property owners are encouraged to apply. There is no application deadline; however, funds are limited and will be awarded to qualifying applicants on a first-come, first-served basis. Final decisions on applications are made by the city's Economic Development Authority.

If you have questions about filling out this application, please contact our economic development coordinator at 952-233-9317.

**SITE ADDRESS:** 116, 118, 120 Holmes St. S.

### Applicant Information

Applications must be submitted by the property owner(s) or the building tenant in conjunction with the owner(s).

Name(s): Holmes Street Property LLC (Attn: Jeff Plenum) Phone: 952-200-3788  
 Address: 126 First Ave E. Suite 6 Email: jplenum@gmail.com  
 City: Shakopee State: MN Zip code: 55379

### Property Information

This loan program is open to all commercial properties, constructed before 1980, in the City of Shakopee.

PID Number: 270011520 Age of building: 1895 Number of stories: 2

Is the building currently vacant? ☐ Yes ☒ No If yes, estimated length of vacancy: \_\_\_\_\_

Business/Occupant Name: Paul's Bicycle shop

Has this property previously received a façade grant? ☐ Yes ☒ No

If yes, please describe what the funds were used for, including how much and in what year:

\_\_\_\_\_

## Project Information

Eligible expenses are limited to improvements that are visible from the exterior:

- Windows, Doors
- Siding, Brick
- Painting
- Lighting, Awnings, Signage
- Restoration of historic details
- Other items deemed appropriate by the city's Economic Development Authority

Loan recipients are required to seek at least two bids for all projects. It's assumed the EDA will select the contractor with the lowest bid.

Estimated total cost of proposed rehabilitation work: \$ 188,400

Requested loan amount from the program: \$ 75,450 (30% of Improvements not including roof)

Describe proposed improvements: Exterior Improvements including new stone/brick on lower portion of front, new windows & doors on front, new awnings on front & side, repair & paint stucco

## Required Attachments

- ☐ Renderings and/or plan drawings showing proposed improvements. *Preliminary drawing attached*
- ☐ A minimum of two contractors' bids or proposals with a breakdown of itemized costs.
- ☐ Proof of Insurance on the building

## Notes to the Applicant

The information that you supply in your application to the City of Shakopee/Shakopee EDA ("City") will be used to assess your eligibility for financial assistance. The City will not be able to process your application without this information. The Minnesota Government Data Practices Act (Minnesota Statutes, Chapter 13) governs whether the information that you are providing to the City is public or private. If financial assistance is provided for the project, the information submitted with your application will become public, except for those items protected under Minnesota Statutes, Section 13.59, Subdivision 3(b) or Section 13.591, Subdivision 2.

I/We have read the above statement and I/we agree to supply the information to the City with full knowledge of the matters contained in this notice.

City staff or other authorized representative of the City shall have the right to inspect the property to be improved at any time from the date of application upon giving notice to the owner and to occupants.

I/We certify that all statements on this application are true and correct to the best of my/our knowledge. I/We understand that any intentional misstatements will be grounds for disqualification.

I/We have read the City of Shakopee's Façade Improvement Policy and will abide by the rules and regulations set forth in the policy adopted on Oct. 4, 2016.

I/We authorize program representatives the right to access the property to be improved for the purpose of the deferred loan program and to take photographs of the structure before and after rehabilitation.

I/We understand that I/we are responsible for obtaining appropriate building permits, per Shakopee City Code. In the case of improvements that do not require a city-issued building permit, the applicant must submit the name and state license number of the contractor completing the work and agree to an inspection of the work by a city building official.

I/We further understand that I/we will make the final selection of the improvements to be made with the loan funds and that the contract for improvements will be solely between me and the contractor(s). The administering agency will not be liable for the inadequate performance of the contractor(s).

Applicant/Sign Contractor's Signature

Holmes Street Property, LLC

Property Owner's Signature

Date

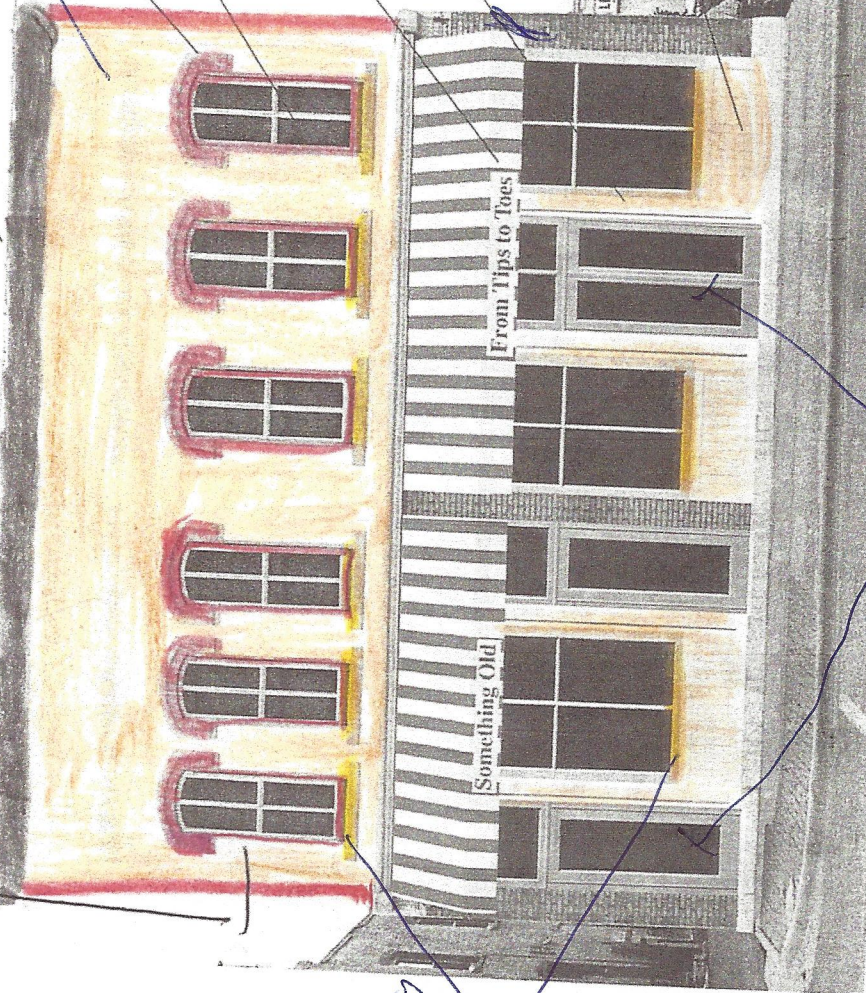
9/14/17

Date

# Preliminary Drawing

## PROPOSED RENOVATION

- NEW 6'-7' WINDOWS
- CUT OUT SPACE FOR NEW BRICK
- NEW LIMESTONE COLORED SILS
- PAINT FRONT
- NEW AWNING - SOLID COLOR
- INSPECT ROOFING AND FLASHINGS
- NEW ROOF
- REPAIR OR REPLACE TILE CAPPING IF NECESSARY



Repair and paint white brick  
store with new lower brick  
50' top front, sides & back

New  
Replace crowns over windows

Replace  
Repair existing windows or replace with  
full-size, insulated double-hung,  
two-over-two windows

New solid color awnings  
Signage can be applied to the  
canvas awning drop

With new taller windows

New  
Remove modern brick veneer and restore  
original storefront with large ~~four~~ panel  
display windows of ~~terrazzo~~

New brick veneer  
Paint decorative  
storefront in historic  
earth-toned paint  
colors

New doors of oakwood ~~terrazzo~~

Current  
photo



# Proposal

R W O'Brien Contracting, LLC  
 940 Bluebill Circle  
 SHAKOPEE, MN 55379  
 612-916-5159  
[robrien5205@yahoo.com](mailto:robrien5205@yahoo.com)

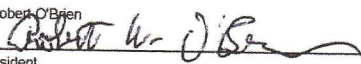
Attention: Scott

|                                                |                      |                                                |                   |
|------------------------------------------------|----------------------|------------------------------------------------|-------------------|
| PROPOSAL SUBMITTED TO<br>O'Brien Development   |                      | PHONE<br>612-741-3945                          | FAX               |
| STREET<br>777 Vista Ridge Lane                 |                      | JOB NAME<br>Pauls Bike Shop                    |                   |
| CITY, STATE AND ZIP CODE<br>Shakopee, MN 55379 |                      | JOB LOCATION<br>120 Holmes Street S.           |                   |
| ARCHITECT<br>N/A                               | DATE OF PLANS<br>N/A | CITY, STATE AND ZIP CODE<br>Shakopee, MN 55379 | DATE<br>7/28/2017 |

|                                                                                                                      |                 |
|----------------------------------------------------------------------------------------------------------------------|-----------------|
| General conditions                                                                                                   | \$15,000.00     |
| Architectural and structural design                                                                                  |                 |
| Supervision, clean-up, dumpsters and permit                                                                          |                 |
| <br>Roof                                                                                                             | <br>\$38,000.00 |
| Demo entire roof and flashing including:                                                                             |                 |
| Two layers and spray foam on main building                                                                           |                 |
| One layer of shingles on pitched roofs ( may need to replace some roof boards to be done on time and material basis) |                 |
| All parrapit flashing gutters and downspouts                                                                         |                 |
| Install new Ice and Water, Felt, drip edge and 30 yr shingles at pitched roofs                                       |                 |
| Install new insulation and fully adhered 60 mill rubber roof on main building                                        |                 |
| Install new boots on main roof. (If metal roof curbs and caps need to be replaced, to be done on T&M basis)          |                 |
| Instal new eave flashing and all new cap flashing                                                                    |                 |
| Install new gutters and downspouts                                                                                   |                 |
| <br>Windows will be double hung vinyl dark bronze on outside similar to Babes place                                  | <br>\$39,200.00 |
| Remove two existing doors and three windows                                                                          |                 |
| Enlarge openings and frame to receive two new doors and three windows all with 18" transoms above                    |                 |
| Install two new aluminum doors and three new aluminum windows with transoms above                                    |                 |
| Remove, reframe and install 6 new windows on second floor apartments.                                                |                 |
| Windows will be double hung vinyl dark bronze on outside similar to Babes place                                      |                 |
| <br>Paint                                                                                                            | <br>\$24,000.00 |
| Paint existng door at stair to apartments                                                                            |                 |
| Paint entire existing building other than new stone and brick                                                        |                 |
| <br>Canopies                                                                                                         | <br>\$8,000.00  |
| Demo existing canopies on front of building                                                                          |                 |
| Furnish and install three new canopies on front and one on side                                                      |                 |
| <br>Install new lighting above canopies and below canopies at doors                                                  | <br>\$9,200     |
| <br>Brick and stone                                                                                                  | <br>\$55,500.00 |
| second floor Install brick arch design at six windows. Install new 4" stone sills at 6 windows                       |                 |
| remove existing wood panels and corbals , fix lashing and patch stucco                                               |                 |
| Install new stone over existing brick on front face install 2" stone sill at windows                                 |                 |
| We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:  |                 |
| One Hundred Eighty-Eight Thousand Nine Hundred and no/100_____ dollars (\$ 188,900.00 ).                             |                 |
| Payment to be made as follows:                                                                                       |                 |
| \$25,000.00 down with progress payments and final 15 days after completion                                           |                 |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.</p> | <p>Authorized Robert O'Brien<br/>         Signature <br/>         Title President</p> <p>Note: This proposal may be<br/>         withdrawn by us if not accepted within 30 days.</p> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                                                                                                                                                                                                                                                           |                                               |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|
| <p><b>Acceptance of Proposal</b> - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.</p> <p>Date of Acceptance: _____</p> | <p>Signature _____</p> <p>Signature _____</p> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|

**Commercial Lines Policy Declaration**

**Customer Number:** 1000061992  
**Policy Number:** A150492 01

**Policy Period:** 05/06/2017 to 05/06/2018  
at 12:01 AM Standard Time at Your Mailing Address Shown Below

**Named Insured and Address:**  
Holmes Street Property, LLC  
777 Vista Ridge Ln  
Shakopee, MN 55379

**Agency Name and Address:** 22764  
CHRISTENSEN GROUP INC  
11100 BREN RD W  
MINNETONKA, MN 55343  
952-653-1000

In return for the payment of the premium, and subject to all the terms of this policy, we agree with you to provide the insurance as stated in this policy.

This policy consists of the following coverage parts for which a premium is indicated. This premium may be subject to adjustment.

| Coverage Part                               | Premium    |
|---------------------------------------------|------------|
| Commercial Property Coverage                | \$3,168.00 |
| Commercial General Liability Coverage       | \$548.00   |
| Business Auto Coverage                      | \$151.00   |
| Commercial Liability Umbrella Coverage      | \$500.00   |
| Total Premium:                              | \$4,367.00 |
| Minnesota Fire Safety Surcharge:            | \$15.84    |
| Total Including Taxes, Fees and Surcharges: | \$4,382.84 |

**This is not a bill.** A billing invoice will be sent separately.

See attached schedule for forms applicable to all coverage parts.

Countersignature

Date

\_\_\_\_\_  
(Authorized Representative)