

RESOLUTION NO. 2015-R-05
A RESOLUTION CONCERNING
UTILITY GRANT PROGRAM

WHEREAS, certain business owners need assistance with utility's when starting a business; and

WHEREAS, the City of Marshall wishes to provide some assistance to these property owners.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Marshall, Illinois:

Section 1. That the City of Marshall does hereby adopt a Utility Grant Program under the terms of Exhibit A attached hereto and made a part hereof.

Section 2. That all applicants must apply to the City upon a form prepared by the City of Marshall

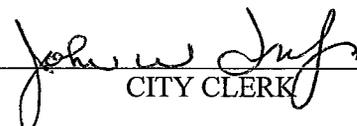
Section 3. That this Resolution shall be effective immediately upon its passage.

	AYES	NAYS	ABSENT
Warren J. Le Fever	✓		}
James McKittrick	✓		
Cheryl A. Raisner	✓		
Tim J. Sanders	✓		
Gary Wallace	✓		
Vickie Wallace	✓		
Mark Strait	✓		
Cathy Macke	✓		

PASSED this 23 day of March, 2015.


MAYOR

ATTEST:


CITY CLERK



UTILITY GRANT APPLICATION

(PLEASE TYPE OR PRINT)

Name of Business: _____

Street Address: _____

Owner or Contact Person: _____

Telephone: _____ E-mail address _____

Business Owner (if different than contact): _____

Address : _____ Phone: _____

Type of Business: _____ Commercial _____ Industrial _____ Retail

Product(s) or Service: _____

Permanent (full-time) employees: _____

Number of Full-time Equivalent Jobs (Take total hours per week worked by full-and part-time employees and divide by 40.)

Retained due to project: _____

Created within one year due to project: _____

Estimated Date of Project Start: _____ Completion: _____

Estimated Cost of Project:

Remodeling _____

New Construction _____

Capital Equipment _____

Material _____

Site _____

Total Project Costs _____

Description of project: _____

Under penalties of perjury as provided by law pursuant to Section 1-109 of the Code of Civil Procedure, the undersigned certifies that the statements set forth in this instrument are true and

correct except as to matters therein stated to be on information and belief and as to such matters, the undersigned certifies as aforesaid that he/she verily believes the same to be true.

Name of Applicant(PRINT): _____ Title: _____

Applicant's Signature _____ Date: _____

The following criteria must be met in order to be eligible for the City of Marshall Utility Grant:

- **City of Marshall Utility Customer**
- **Must be a new business or an existing business expansion with job creation**
- **Must be in good standing with current utilities**

The maximum grant amount is limited to \$1200.00 per business per year. The grant can be applied to the business applicant's utility account or be used towards utility hook-ups fees for a new business. If payment defaults or you have a late payment you forfeit the remainder of the grant. All applications will be reviewed and approved by the City of Marshall's Economic Development Committee on a case-by-case basis. Grants will be awarded on a first come/first serve basis as long as funds are available. The City of Marshall reserves the right to accept or reject any and all applications. If you have any questions, please contact Mayor Camie Sanders at 217-826-8087.

Grant applications may be mailed to:
City of Marshall
C/O Economic Development
201 S. Michigan Avenue, P.O. Box 298
Marshall, IL. 62441

FOR OFFICE USE ONLY

File Number: _____

File Name: _____

Date Application Received: _____

Economic Development Committee Approval _____

Date _____

Grant Amount _____

RESOLUTION NO. 2015-R-04

A RESOLUTION CONCERNING
NEW CONSTRUCTION GRANT

WHEREAS, certain property owners require assistance building a new structure within city limits.

WHEREAS, the City of Marshall wishes to provide some assistance to these property owners.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Marshall, Illinois:

Section 1. That the City of Marshall does hereby adopt a New Construction Grant Program under the terms of Exhibit A attached hereto and made a part hereof.

Section 2. That all applicants must apply to the City upon a form prepared by the City of Marshall

Section 3. That this Resolution shall be effective immediately upon its passage.

	AYES	NAYS	ABSENT
Warren J. Le Fever	/		}
James McKittrick	/		
Cheryl A. Raisner	/		
Tim J. Sanders	/		
Cathy Macke	/		
Gary Wallace	/		
Vickie Wallace	/		
Mark Strait	/		

PASSED this 23 day of March, 2015.


MAYOR

ATTEST:


CITY CLERK

(Seal)



New Construction Grant Program

The Program is designed for new construction within city limits in City of Marshall. The incentive provides up to \$1,000 for single family home. \$500 per unit for a multifamily home. \$2500 for new construction businesses. This grant is for 30" culvert and backfill, electric meter box fees, water meter fees, sewer tap fees and gas line up to 2.25 per foot and meter fees. The fee will be rebated by way of a grant as approved by the City of Marshall Economic Development Committee.

PROGRAM REQUIREMENTS:

- a) The applicant must be the registered owner of the property. An agent may act on behalf of the applicant with required authorization.
- b) Applications shall be submitted on forms provided and supported by documentation as required by the City of Marshall.
- c) All applications for assistance under this program will be considered subject to the availability of funding.
- d) The properties must be located within the Marshall City limits.
- e) Realty taxes, service fees and utilities paid to the City of Marshall must be paid current on all properties owned by the applicant at the time of the application and throughout the development process.
- f) Property owners who have previously defaulted under any City of Marshall programs will not be eligible.
- g) Grants will not be given retroactively to recognize projects that have begun without application to the program. Applications must be approved prior to any work being commenced upon the associated building or property.
- h) The City of Marshall may discontinue the program at any time; however, any participants in the program prior to its discontinuation will continue to receive the grants approved prior to discontinuation.
- i) The applicant must provide a definite construction start date and construction must be complete within 12 months of the incentive approval.
- j) All fees etc. must be paid first. Grant money will be reimbursed with acceptable receipts.
- k) The City retains the right to assess the reasonableness of costs and which costs are eligible under the terms of the program.
- l) Expenses incurred for other properties are not eligible expenses.
- m) The proposed residence must conform to The City of Marshall Zoning requirements and any other relevant Federal or Municipal regulation or law.
- n) Exterior must be 100% complete, siding, windows, doors, roof, fascia, soffit, steps, porch, ground around building must be leveled seeded and/or landscaped.
- o) Parking and driveways must be complete
- p) All construction and debris removed.

ALL SERVICES MUST BE PAID FOR AT THE TIME OF INVOICE AND WILL BE REPAID UPON REQUEST BY SUBMITTING THE REBATE REQUEST FORM.

APPLICATION CHECKLIST:

I have attached forms:

- Application
- I have read and understand both the General and Specific Program Requirements
- City of Marshall Zoning Officers has inspected completion of project
- I have completed all sections of this application including the sworn declaration
- I have no debts owed to the City of Marshall

You may deliver your application in person or send it by mail to:

The City of Marshall
C/O Economic Development
201 S. Michigan Avenue, P.O. Box 298
Marshall, IL 62441

If you have any questions regarding the Program, please contact Economic Development at 217-826-8087.

FAILURE TO COMPLETE THIS ENTIRE APPLICATION MAY RESULT IN DELAYS IN PROCESSING.



APPLICATION

PART ONE: ABOUT YOU: APPLICANT INFORMATION:

NOTE: If applicant is not the Owner, a Letter of Authorization from the Owner must be attached

Primary Contact: _____

Registered Owner(s) _____

Address _____

Telephone Number _____ Fax Number: _____

Email: _____

Tax ID Number (if applicable) _____

Applicant (Agent): _____

Address _____

Telephone Number _____ Fax Number: _____

Email _____

PART TWO: ABOUT THE PROPERTY

SUBJECT LAND or HOME:

Legal Description of Land: _____

Parcel No(s): _____

Street Address: _____

PART THREE: ABOUT YOUR PLANS

DEVELOPMENT / REDEVELOPMENT PROPOSAL:

Provide a description of your plans of the residence:

I have applied for and have had building permit for demolition approved: YES/ NO
(Please attach a copy of the building permit for demolition issued)

Approximate Start Date of: Demolition _____

PART FOUR: OTHER INFORMATION

You may provide any other information that may be useful to the City in reviewing this application and development proposal on an attached page.

SIGNATURE OF OWNER/AUTHORIZED AGENT AFFIDAVIT OR SWORN DECLARATION OF APPLICANT

I _____ make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application is true; AND FURTHER acknowledge and consent to the personal information collected be used by or disclosed to any person or public body for the purposes of processing this application or as required by law. AND FURTHER I have read and understand both the General and Specific Requirements of the Demolition Program and to the best of my knowledge declare that this project satisfies those conditions. This _____ day of _____

Applicant Signature _____

OWNER'S CONSENT OF INFORMATION

Information collected during the processing of this application the application and all supporting documentation is required to be available for public viewing. Complete the consent of the owner concerning personal information as set out below.

I _____, am the registered owner(s) of the land that is the subject of this application, and hereby acknowledge, authorize and consent the use by or disclosure of my personal information collected for the purposes of processing this application.

Owner

_____ Date

Signature of

INTERNAL APPLICATION PROCESS RECORD

City of Marshall New Construction Grant

FOR OFFICE USE ONLY

File Number: _____

File Name: _____

Date Application Received: _____

Date Application Complete: _____

Approval/Refusal sent Grant Advice: _____

Project Start Date: _____

Grant Expiration Date: _____

REQUIREMENTS:

- Building Permit for Demolition.
- Applicant is the registered owner of the property or has an equitable interest in the property or an agent with required authorization.
- Property taxes are current.
- Service fees and Utilities are current.
- The City of Marshall payments (if any) are current.
- No previous grant defaults.
- Application occurs before demolition start date.
- City of Marshall Zoning officer inspected project

GRANT PART A

DATE/ AMOUNT/ TOTAL REMAINING

1st Payment to applicant: _____

2nd Payment to applicant: _____

3rd Payment to applicant: _____

RESOLUTION NO. 2015-R-03

A RESOLUTION CONCERNING REVITALIZATION

DEMOLITION/REBUILD PROGRAM

WHEREAS, the City Council of the City of Marshall previously passed Resolution No. 2012-R-08 establishing a Business Revitalization Demolition/Rebuild Program for commercial property owners; and

WHEREAS, the City of Marshall wishes to provide some assistance to these property owners as well as residential property owners.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Marshall, Illinois:

Section 1. That the City of Marshall does hereby adopt a Business Revitalization Demolition/Rebuild Program applicable to commercial and residential property owners under the terms of Exhibit A attached hereto and made a part hereof.

Section 2. That all applicants must apply to the City upon a form prepared by the City of Marshall.

Section 3. That the Resolution 2012-R-08 is hereby vacated and replaced by this Resolution.

Section 4. That this Resolution shall be effective immediately upon its passage.

	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>
Gary Wallace	✓		}
Cathy Macke	✓		
Mark Strait	✓		
Warren J. Le Fever	✓		
James McKittrick	✓		
Cheryl A. Raisner	✓		
Tim J. Sanders	✓		
Vickie Wallace	✓		

PASSED this 23 day of ~~February~~ ^{March}, 2015.

APPROVED this 23 day of ~~February~~ ^{March}, 2015.

Tim J. Sanders

MAYOR

ATTESTED, filed in my office,
this 23 day of ~~February~~ ^{March}, 2015.

John W. Huff
CITY CLERK

(SEAL)



Revitalization Demo/Rebuild Program

The program is designed for any property owner who demo's an existing structure or clears a burnt structure. The structure needs to be cleared of debris, leveled and seeded and/or replaced. The incentive provides up to \$1500 for waste disposal fees for demolition of the older structure. The fee will be rebated by way of a grant as approved by the City of Marshall Economic Development Committee.

If approved, this grant will provide a 50% reduction on labor/waste disposal fees for any demolition up to a maximum of \$1500 or \$500 to rehabilitate a structure that is causing a health hazard. The grant will be provided for 50% of services purchased.

PROGRAM REQUIREMENTS:

The property/structure must and in such a condition that renovation is not appropriate. This could be, but is not limited to, non-conforming uses, lot size issues or major structural faults. All structures written on application must be cleared of debris, leveled and seeded and/or replaced at the time of the demolition of the primary structure or approval from the Economic Development Committee.

GENERAL REQUIREMENTS:

- a) The applicant must be the registered owner of the property. An agent may act on behalf of the applicant with required authorization.
- b) Applications shall be submitted on forms provided and supported by documentation as required by the City of Marshall.
- c) All applications for assistance under this program will be considered subject to the availability of funding.
- d) The properties must be located within the Marshall City limits.
- e) Realty taxes, service fees and utilities paid to the City of Marshall must be paid current on all properties owned by the applicant at the time of the application and throughout the development process.
- f) Property owners who have previously defaulted under any City of Marshall programs will not be eligible.
- g) Grants will not be given retroactively to recognize projects that have begun without application to the program. Applications must be approved prior to any work being commenced upon the associated building or property.
- h) The City of Marshall may discontinue the program at any time; however, any participants in the program prior to its discontinuation will continue to receive the grants approved prior to discontinuation.
- i) The applicant must provide a definite demolition start date and demolition must be complete within 12 months of the incentive approval.
- j) All fees etc. must be paid first. Grant money will be reimbursed with acceptable receipts.

- k) The City retains the right to assess the reasonableness of costs and which costs are eligible under the terms of the program.
- l) Expenses incurred for other properties are not eligible expenses.
- m) The proposed residence must conform to The City of Marshall Zoning requirements and any other relevant Federal or Municipal regulation or law.

ADDITIONAL REQUIREMENTS FOR COMMERCIAL STRUCTURES:

- n) All fees and applicable costs for the demolition must be paid first. Grant money will be reimbursed with acceptable receipts or proof of payment and must show that the demolition waste was disposed of in an EPA-approved manner.
- o) The City retains the right to assess the reasonableness of costs and which costs are eligible under the terms of the Program.
- p) Expenses incurred for other properties are not eligible expenses.
- q) The proposed building must conform to the City of Marshall Zoning requirements and any other relevant Federal or Municipal regulation or law including past variances.
- r) The properties must be located within the Marshall City limits and be utilized for commercial purposes.
- s) The property owner is responsible for contacting Marshall Main Street or the Historic Preservation Commission if the subject property is located within either of these districts or is a Marshall Landmark.
- t) The property owner must supply proof that the demolition waste was disposed of in a manner acceptable by EPA (a receipt for dumpster rental and disposal or landfill receipt would suffice).

Per the Clean Air Act National Emission Standards for Asbestos (Asbestos NESHAP), 40 C.F.R., Part 61, Subpart M, requires that prior to demolition of a facility, the owner or operator, must have the facility thoroughly inspected to determine whether asbestos is present and, if present, in what amount.

A "facility" is defined as any institutional, commercial, public, industrial, or residential structure, installation, or building. Residential buildings having four or fewer dwelling units are excluded from the Asbestos NESHAP. The City of Marshall encourages the owner/operator to contact the Illinois EPA at (217) 785-2011 or visit their website at <http://www.epa.state.il.us/air/asbestos/> to learn more information.

ALL SERVICES MUST BE PAID FOR AT THE TIME OF INVOICE AND WILL BE REPAID UPON REQUEST BY SUBMITTING THE REBATE REQUEST FORM.

APPLICATION CHECKLIST:

I have attached forms:

- Application
- A Copy of The City of Marshall Building Permit for Demolition
- I have read and understand both the General and Specific Program Requirements
- I have completed all sections of this application including the sworn declaration
- I have no debts owed to the City of Marshall

You may deliver your application in person or send it by mail to:

The City of Marshall
 C/O Economic Development
 201 S. Michigan Avenue, P.O. Box 298
 Marshall, IL 62441

If you have any questions regarding the Program, please contact Economic Development at 217-826-8087.

**FAILURE TO COMPLETE
MAY RESULT IN DELAYS**



**THIS ENTIRE APPLICATION
IN PROCESSING**

**APPLICATION
Revitalization Demolition/Rebuild Program
City of Marshall**

PART ONE: ABOUT YOU: APPLICANT INFORMATION:

NOTE: If applicant is not the Owner, a Letter of Authorization from the Owner must be attached

Primary Contact:

Registered Owner(s)

Address

Telephone Number _____ Fax Number:

Email: _____

Tax ID Number (if applicable)

Applicant (Agent):

Address

Telephone Number _____ Fax Number:

Email _____

**PART TWO: ABOUT THE PROPERTY
SUBJECT LAND or HOME:**

Legal Description of Land:

Parcel No(s):

Street Address:

**PART THREE: ABOUT YOUR PLANS
DEVELOPMENT / REDEVELOPMENT PROPOSAL:**

Provide a description of why you are demolishing the residence:

I have applied for and have had building permit for demolition approved: YES/ NO
(Please attach a copy of the building permit for demolition issued)

Approximate Start Date of: Demolition _____

PART FOUR: OTHER INFORMATION

You may provide any other information that may be useful to the City in reviewing this application and development proposal on an attached page.

**SIGNATURE OF OWNER/AUTHORIZED AGENT AFFIDAVIT OR SWORN
DECLARATION OF APPLICANT**

I _____ make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application is true; AND FURTHER acknowledge and consent to the personal information collected be used by or disclosed to any person or public body for the purposes of processing this application or as required by law. AND FURTHER I have read and understand both the General and Specific Requirements of the Demolition Program and to the best of my knowledge declare that this project satisfies those conditions. This _____ day of _____

Applicant Signature _____

OWNER'S CONSENT OF INFORMATION

Information collected during the processing of this application the application and all supporting documentation is required to be available for public viewing. Complete the consent of the owner concerning personal information as set out below.

I _____, am the registered owner(s) of the land that is the subject of this application, and hereby acknowledge, authorize and consent the use by or disclosure of my personal information collected for the purposes of processing this application.

Signature of Owner

Date

INTERNAL APPLICATION PROCESS RECORD

Revitalization Program City of Marshall Demolition Grant

FOR OFFICE USE ONLY

File Number: _____

File Name: _____

Date Application Received: _____

Date Application Complete: _____

Approval/Refusal sent Grant Advice: _____

Project Start Date: _____

Grant Expiration Date: _____

REQUIREMENTS:

- Building Permit for Demolition.
- Applicant is the registered owner of the property or has an equitable interest in the property or an agent with required authorization.
- Property taxes are current.
- Service fees and Utilities are current.
- The City of Marshall payments (if any) are current.
- No previous grant defaults.
- Application occurs before demolition start date.

GRANT PART A

Maximum of \$1500 representing 50% of the total demolition/labor cost.

DATE/ AMOUNT/ TOTAL REMAINING

1st Payment to applicant: _____

2nd Payment to applicant: _____

3rd Payment to applicant: _____

REVISED 8/28/2012