



108 E. Proctor Street  
Carson City, Nevada 89701  
(775) 887-2180  
Hearing Impaired: 711

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**Staff Report To: Redevelopment Authority Citizens Committee (RACC)**

**Meeting Date:** April 1, 2024

**Item 4.B**

**Staff Contact:** Hope Sullivan, Director (hsullivan@carson.org)

**Agenda Title:** RDA-2024-0134 For Possible Action: Discussion and possible action regarding direction concerning the Carson City Redevelopment Façade Improvement Program for Redevelopment Project Areas 1 and 2 and a possible recommendation to the Redevelopment Authority concerning the Façade Improvement Program. (Hope Sullivan, hsullivan@carson.org)

**Staff Summary:** The Redevelopment Authority has a façade improvement program to assist commercial property owners within the Redevelopment District with improving the exterior appearance of their buildings. Historically, the City has matched to 50% of the total cost of the façade improvements up to a maximum of \$25,000 per property. RACC will consider whether to recommend continued funding of this program and, if continued funding is proposed, whether to recommend modifications to the program.

**Proposed Motion:** Depends on the discussion.

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On December 6, 2018, the Redevelopment Authority approved Resolution No. 2018-RA-R-2, continuing the Carson City Redevelopment Façade Improvement Program. Per the resolution, the maximum amount of funding that may be awarded is \$25,000. A copy of the resolution is attached to this staff report.

At the RACC meeting of March 4, 2024, staff recommended no longer funding the Façade Improvement Program as it is inconsistent with the Redevelopment Authority's objective of utilizing discretionary Redevelopment funds for infrastructure projects that benefit the general public and provide support to existing property owners, businesses and events rather than providing incentives directly to individual property owners, businesses or events. Additionally, given the City's space needs, staff has recommended limiting project funding so as to have money in the undesignated line item that can be utilized for the City's space needs as they are identified.

During the March 4, 2024 meeting, in considering the fiscal year 2025 proposed budget, RACC agreed with saving money to address City's space needs. But upon learning there was interest in the Façade Improvement Program, RACC requested it be given a chance to understand how the funds might be used.

Staff recommends that RACC review the elements of the existing Façade Improvement Program and hear from a business owner who may want to utilize the Façade Improvement Program. If RACC believes that the program should be funded in Fiscal Year 2025 and/or that there should be modifications to the program, RACC should provide that direction at the meeting.

The request for a façade improvement grant will not be considered as part of this agenda item. The request will be presented as an illustration of how the program could apply in the Redevelopment areas.

Attachments: Resolution No. 2018-RA-R-2  
Façade Improvement Grant Request for 3655-59 S. Carson St.

**RESOLUTION NO. 2018-RA-R-2**

**A RESOLUTION AMENDING AND SUPERSEDING RESOLUTION 2017-RAR-1 AND 2017-R-1 TO CONTINUE THE CARSON CITY REDEVELOPMENT FAÇADE IMPROVEMENT PROGRAM FOR REDEVELOPMENT PROJECT AREAS 1 AND 2 AND AMEND PROVISIONS RELATED TO PROJECT ELIGIBILITY REQUIREMENTS.**

**WHEREAS**, a stated objective of the Redevelopment Area 1 Plan is to improve the appearance of commercial areas through building rehabilitation, and

**WHEREAS**, strategies in the Redevelopment Area 2 Plan include engaging the business owners in the revitalization process and assisting in the reuse of vacant buildings; and

**WHEREAS**, Carson City has made an investment in infrastructure improvements and streetscape enhancements within the downtown area and plans similar improvements along Carson Street and William Street to improve the appearance of these commercial corridors; and

**WHEREAS**, the Carson City Redevelopment Authority and Board of Supervisors desire to create an incentive program to be an integral part of Carson City’s private-public partnership initiatives to retain and expand businesses in Carson City; and

**WHEREAS**, this program is designed to stimulate investment in properties and improve the desirability of properties within Redevelopment Areas 1 and 2 by improving the exterior appearance of buildings.

**NOW THEREFORE**, the Carson City Redevelopment Authority and Board of Supervisors do hereby resolve to establish the Carson City Redevelopment Façade Improvement Program for Redevelopment Project Areas 1 and 2, which includes the following guidelines.

1. Eligible Properties: Eligible properties include all non-residential properties within Redevelopment Areas 1 and 2.
2. Ineligible Properties: Ineligible properties include properties already receiving tax incentives or other financial incentives from the City, residentially-zoned properties, buildings that were constructed or have had façade improvements completed within the last five years, properties for which property taxes are owed and not paid up to date, properties with outstanding or unresolved code enforcement issues, and properties on which construction of the proposed improvements has already been started at the time of application submittal to the Community Development Department. For the purpose of this section, a historic property tax deferral or “open space” property tax deferral is not a disqualifying tax or financial incentive.
3. Eligible Improvements: All exterior building façade updating and maintenance, including but not limited to painting, lighting, awnings, doors, fascia, and other decorative elements, are eligible to receive Façade Improvement Program funds, if

such updating or maintenance involves the provision of services by at least two different labor trades. Landscaping, signs, roofing materials, paving, and any improvements not affixed to the building are not eligible expenses. For the purposes of this policy, exterior building façade includes all portions of a building visible from the public right-of-way or on-site public parking lot.

4. Maximum Façade Improvement Program Funding: The maximum Façade Improvement Program funding that may be awarded is \$25,000 per individual Assessor's Parcel Number, subject to authorization of Program funding by the Board of Supervisors.
5. Required Property Owner Matching Funds: The property owner shall pay a minimum of 50% of the total project costs. Total project cost includes construction and all expenses incurred in the preparation and permitting of plans for the improvements, including building permit fees, design work, and construction drawings.
6. Façade Improvement Program Application Review Process:
  - A. The Redevelopment Authority Citizens Committee (RACC) shall review and have final decision authority on all Façade Improvement Program applications.
  - B. Initial applications are due April 15, 2016, to be reviewed by the RACC on May 2, 2016, for the available FY 2015-16 funding and FY 2016-17 funding. If available funding is not fully used in any given fiscal year, applications will be accepted on a first-come, first-served basis until available, budgeted funding is exhausted. If available funding has been fully allocated for any given fiscal year, applications may continue to be accepted and will be date stamped for priority consideration for the next fiscal year.
  - C. Façade Improvement Program applications must include plans meeting commercial building permit standards showing all proposed improvements.
  - D. Decisions of the RACC regarding Façade Improvement Program applications may be appealed to the Redevelopment Authority provided that such appeal is made within 7 days of the RACC's decision. Only Façade Improvement Program applicants affected by the RACC's decision have standing to appeal.
  - E. The property owner shall sign the application consenting to the proposed improvements and all applicable requirements of the Façade Improvement Program.
7. Reimbursement of Redevelopment Funds: Façade Improvement Program funds shall be awarded as a grant, with no reimbursement required, provided that the property is not sold within 12 months of the completion of the façade improvements for which the grant was awarded. If the property is sold within 12 months of the completion of the façade improvements for which the grant was awarded, the property owner shall

be responsible to pay back 100% of the Façade Improvement Program funds awarded by Carson City.

8. Compliance with Development Standards:

- A. All improvements shall be reviewed pursuant to and comply with the Carson City Development Standards Division 1.1, Architectural Design, as applicable to the proposed improvements.
- B. Improvements to buildings within the Downtown Mixed-Use (DTMU) zoning district shall comply with the DTMU Development Standards, Division 6.6, 6.6.2, Lighting, 6.6.3, Signage, 6.6.10, Building Design and Character, and 6.6.11, Guidelines for the Renovation and Restoration of Existing Structures, as applicable to the proposed improvements.

9. Commitment Agreement: Each participant in the Façade Improvement Program must execute and record a document agreeing to reimburse the City 100% of the awarded Façade Improvement Program funds if the property is sold within 12 months of the completion of the façade improvements for which the grant was awarded. The agreement shall be in the form as required by the City.

10. Reimbursement Process:

- A. Payments from the City shall be made on reimbursement-basis only at a rate of no more than 50% of the actual expenses incurred by the property owner up to the total amount of funds approved.
- B. For façade improvement projects that equal or exceed a total cost of \$10,000, reimbursement may be made in a maximum of two payments. The first payment may be requested for up to 50% of the approved Façade Improvement Program funds only after expenses have been incurred by the applicant equaling or exceeding 50% of the total project costs. The final reimbursement payment shall only be made upon completion and final inspection approval of the proposed improvements.
- C. Reimbursement for projects that are less than \$10,000 in total costs shall be provided in a one-time payment only after improvements have been completed and have received final inspection approvals.
- D. Applicants who receive funding must document all expenditures and provide the Community Development Department with proof of payment (receipts, paid invoices, etc.) for all eligible improvements, including costs associated with the property owner's required match, within 30 days of project completion.

11. Project Bidding Requirements:

- A. Applicants are responsible for obtaining three bids or competitive quotes for the proposed work. All contractors must be registered and bonded by the State of Nevada and licensed to perform the applicable work in Carson City.
- B. Approved projects will be based on the lowest of the three bids. The applicant may select any of the three bidders to complete the improvements, but the applicant will be responsible for costs in excess of the lowest bid.
- C. Construction contracts will be between the applicant and contractor. The contractor must obtain all required permits prior to commencing construction.
- D. Applicants shall make every attempt to get the required number of bids for the work to be completed. However, the RACC shall have authority to waive this requirement depending on but not limited to the following conditions: market trends, lack of qualified vendors, timing of application submittals, or other applicable conditions.
- E. Notwithstanding the provisions above, a property owner/applicant who is also a contractor and will be the contractor for the proposed façade improvements shall not be required to obtain three bids but shall be responsible for obtaining and submitting a written contractor's or subcontractor's bid detailing by line item the description and cost for each item of work to be completed. All contractors must be registered, licensed and bonded in the State of Nevada and licensed to perform the applicable work in Carson City.

12. Completion of Façade Improvements: Improvements for which Façade Improvement Program funds are awarded must be started (by obtaining a building permit for applicable improvements) within 180 days of application approval or the beginning of the Fiscal Year from which the funds are available, whichever occurs later. The approved façade improvements must be completed within 180 days of building permit approval. One 180-day extension may be granted by the RACC.

13. Discretionary Review: Notwithstanding any other provision contained herein, the RACC retains full discretion, based on a review of the overall merits of a proposed improvement, the beneficial impact of the improvement and the scope and purpose of the Façade Improvement Program:

- A. To deny an application without regard to eligibility; and
- B. To waive the eligibility criteria set forth in section 3 which requires the provision of services by at least two different labor trades for exterior building façade building and maintenance.

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Resolution No. 2018-RA-R-2

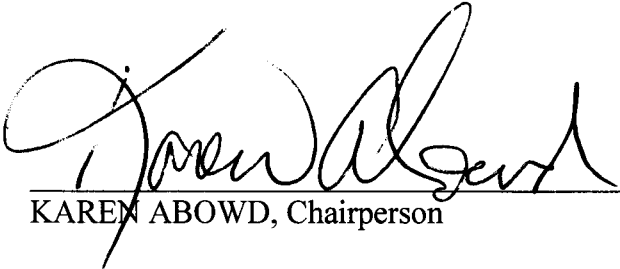
Upon motion by Member Brad Bonkowski, seconded by Vice Chair Lori Bagwell, the foregoing Resolution was passed and adopted this 6<sup>th</sup> day of December, 2018, by the following vote:

AYES: Member Brad Bonkowski  
Vice Chair Lori Bagwell  
Member John Barrette  
Member Robert Crowell  
Chairperson Karen Abowd

NAYS: None

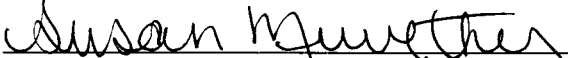
ABSENT: None

ABSTAIN: None.



KAREN ABOWD, Chairperson

ATTEST:



SUSAN MERRIWETHER, Clerk – Recorder

**Carson City Redevelopment  
Community Development Department**

108 East Proctor Street  
Carson City, NV 89701  
(775) 887-2180; [planning@carson.org](mailto:planning@carson.org)



**Facade Improvement Grant Request Form**

**PROPERTY INFORMATION:**

3655-59 S. CARSON ST.  
ADDRESS

\$ 90,000.00  
TOTAL FUNDING REQUEST

**OWNER INFORMATION:**

NAPOLÉON-LOTT LAND LLC  
NAME

\$ 3,000,000  
ESTIMATED TOTAL PROJECT COST

3659 S. CARSON ST. CARSON CITY 89701  
MAILING ADDRESS, CITY, STATE, ZIP CODE

Project Area (check one):  
Redevelopment Area #1   
Redevelopment Area #2

775-301-4610 john@carsoncityhyundai.com  
PHONE # EMAIL

**Owner Acknowledgement of Application Provisions**

I, the owner of the subject property, acknowledge and agree to the conditions of the Façade Improvement Program and authorize the submission of this application.

Owner's Signature  
[Signature]

Date:  
3-14-2024

**Application submittal checklist:**

- Completed and signed Façade Improvement Grant Request Form.
- One (1) set of plans for the planned improvements that meet commercial building permit standards for plan submittal, reduced to no larger than 11"x17" in size.
- Three (3) bids or competitive quotes for the proposed work from contractors registered and bonded by the State of Nevada and licensed to perform the applicable work.  
**OR**  
If three bids cannot be obtained, a minimum of one valid contractor's quote and a written explanation of the attempts made to obtain three bids and justification for approving the grant without the three bids which may include market trends, lack of qualified vendors, timing of application submittals, or other applicable conditions.

HYUNDAI PROPRIETARY FACADE





## **General Façade Improvement Program Policies and Requirements:**

Eligible Properties: All non-residential properties within Redevelopment Areas 1 and 2 are eligible to apply for Façade Improvement Program funds.

Ineligible Properties: Ineligible properties include properties already receiving tax incentives or other financial incentives from the City, residentially-zoned properties, buildings that were constructed or have had façade improvements completed within the last five years, properties for which property taxes are owed and not paid up to date, properties with outstanding or unresolved code enforcement issues, and properties on which construction of the proposed improvements has already been started at the time of application submittal to the Community Development Department. For the purpose of the Program, a historic property tax deferment or "open space" property tax deferment is not a disqualifying tax or financial incentive.

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Reimbursement Process:

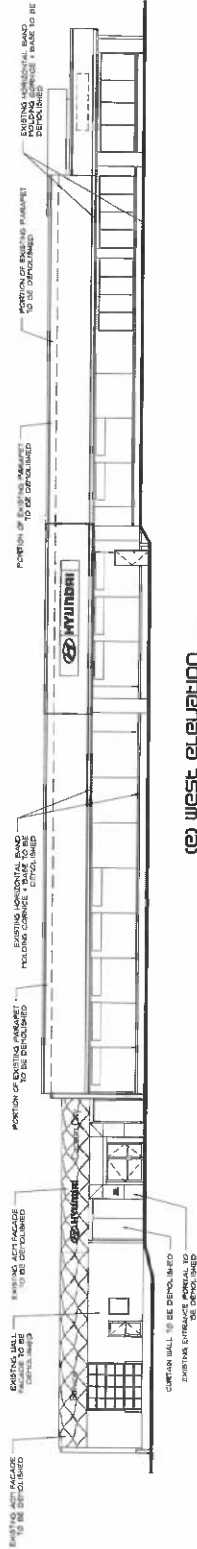
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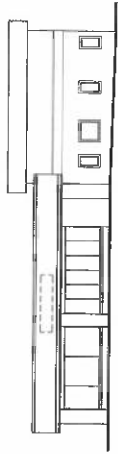
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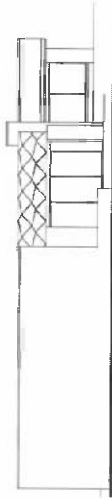
ALZARO  
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5955 WILSON AVENUE  
DENVER, COLORADO 80231  
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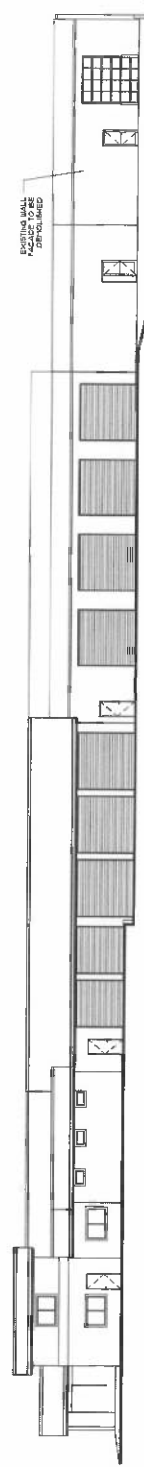
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(e) SOUTH ELEVATION  
SCALE: 3/32" = 1'-0"



(e) NORTH ELEVATION  
SCALE: 3/32" = 1'-0"



(e) EAST ELEVATION  
SCALE: 3/32" = 1'-0"

DEALERSHIP EXPANSION  
FOR  
GASON GOLF HYUNDAI  
9659 S GARDEN STREET  
DENVER, COLORADO



ALL DEVISIONS OF THIS PROJECT ARE  
THE PROPERTY OF ALZARO ARCHITECTS  
NO PART OF THIS DOCUMENT IS TO BE  
REPRODUCED OR TRANSMITTED IN ANY  
FORM OR BY ANY MEANS, ELECTRONIC  
OR MECHANICAL, INCLUDING PHOTOCOPYING,  
RECORDING, OR BY ANY INFORMATION  
SYSTEMS OR RETRIEVAL SYSTEMS.

DATE: 10/15/11  
ELEVATION  
DEVELOPMENT

DATE: 10/15/11

PI.2



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	TEMPORARY SIGN
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	TEMPORARY STORAGE
	TEMPORARY VEHICLE
	TEMPORARY MATERIAL
	TEMPORARY BARRIER
	TEMPORARY LIGHT
	TEMPORARY SIGNAGE
	TEMPORARY STRUCTURE
	TEMPORARY WALL
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