



# **Downtown Life-Safety Compliance Grant Program**

## **Information & Grant Application**

**PURPOSE:**

The purpose of the Downtown Life-Safety Compliance Grant Program is to encourage compliance with life-safety regulations by providing financial assistance to redevelop commercial property within Bozeman’s Downtown Tax Increment Finance District (Downtown TIF District). To this end, the Downtown Life-Safety Compliance Grant Program will provide a partial reimbursement of the costs incurred to install dedicated fire lines to downtown buildings according to the criteria established below.

The 1995 Downtown Urban Renewal Plan explicitly prescribes life-safety improvements such as fire prevention infrastructure:

“Guiding Principle 3: Improve the Safety, Security and Health of the District  
Implementation Action 2: Facilitate improved fire prevention measures.” [Page 11]

Life-safety code compliance and the subsequent redevelopment potential are the types of “strategic improvements” referenced in the 2009 Downtown Improvement Plan:

Right now, there are great “bones” of a Commercial Core District, as it has already been given attention in the City’s zoning ordinance and other documents. This is Bozeman’s historic main street area and is one that has seen great care and investments by a wide range of people, agencies and organizations. This district should be further strengthened by a handful of strategic but delicate improvements, but it is well on its way to being lively, dynamic and solid. [Page 15]

Applicant projects must support the goals of the Downtown Improvement Plan and the City of Bozeman Community Plan. The Downtown Improvement Plan is available at:

<http://www.downtownbozeman.org/downtown-improvement-plan.html>

The Bozeman Community Plan is available at:

[https://www.bozeman.net/Departments-\(1\)/Planning/Plans-and-Planning](https://www.bozeman.net/Departments-(1)/Planning/Plans-and-Planning)

**SCOPE:**

The Downtown Life-Safety Compliance Grant Program specifically seeks to provide financial assistance for the installation of dedicated fire lines for the purpose of complying with fire suppression and safety code requirements.

Additional program objectives are to:

1. Encourage elimination of conditions that could be a serious and growing menace, injurious to public health, safety and welfare;
2. Encourage private investment in commercial property in the TIF District through the use of public incentives;
3. Stimulate economic and business development within the TIF District by providing safe environments for workers, businesses and the public; and,
4. Retain and expand safe employment opportunities with economic development.

Applicants are reminded that this grant program is discretionary in nature, subject to available funds and required approvals, and should not be considered an entitlement by the applicant. All grant criteria contained herein are guidelines for grant awards and successful applicants may receive any amount up to the maximum award. Should an application meet

all grant criteria, a grant may or may not be awarded at the Downtown TIF Board's discretion due to funding limitations, competing applications, and/or competing priorities of the Downtown TIF District.

**AUTHORITY:**

**Montana Urban Renewal Law (7-15-4206 (16) MCA)** stipulates that "rehabilitation may include the restoration and renewal of a blighted area or portion thereof in accordance with an urban renewal plan by:

(a) carrying out plans for a program of voluntary or compulsory repair and rehabilitation of buildings or other improvements:

(c) installation, construction, or reconstruction of streets, utilities, parks, playgrounds, and other improvements necessary for carrying out in the area the urban renewal provisions of this part."

**Montana Urban Renewal Law (7-15-4206 (2) MCA)** defines areas in need of urban renewal as those that "substantially impairs or arrests the sound growth of the city or its environs; retards the provision of housing accommodations; or constitutes an economic or social liability or is detrimental or constitutes a menace to the public health, safety, welfare, and morals in its present condition and use, by reason of:

(a) the substantial physical dilapidation; deterioration; defective construction, material, and arrangement; or age obsolescence of buildings or improvements, whether residential or nonresidential;

(h) unsanitary or unsafe conditions;

(n) the existence of conditions that endanger life or property by fire or other causes."

**Montana Urban Renewal Law (7-15-4288 MCA)** outlines costs that may be paid by tax increment financing. The tax increments may be used by the municipality to pay the following costs of or incurred in connection with an urban renewal project:

(4) the acquisition, construction, and improvement of infrastructure...that includes streets, roads, curbs, gutters, sidewalks, pedestrian malls, alleys, parking lots and offstreet parking facilities, sewers, sewer lines, sewage treatment facilities, storm sewers, waterlines...and any public improvements authorized by parts 41 through 45 of chapter 12, parts 42 and 43 of chapter 13, and part 47 of chapter 14 and items of personal property to be used in connection with improvements for which the foregoing costs may be incurred."

**ADMINISTRATION:**

The Downtown Life-Safety Compliance Grant Program will be administered by the Executive Director of the Downtown Bozeman Partnership located at 222 East Main Street #302, Bozeman MT 59715.

**TIME FRAME:**

The TIF Board will review applications on an as-needed basis. Applicants are advised that the application review process may take up to 30 days from the date of submission.

**DEFINITIONS:**

The City of Bozeman "Fire Service Line Standard (revised March 31, 2011) describes the municipal application and approval parameters. This document provides the technical specifications for the design, installation and servicing of fire service lines.

For the purposes of the Downtown Life-Safety Compliance Grant Program, a dedicated fire line is defined as the portion of service line originating "from the point of connection at the

City water main (or existing stub) to the first control valve (OS&Y) inside the building.” [COB Fire Service Line Standard, page 2]

**ELIGIBILITY:**

Projects seeking funding must meet the following criteria:

1. Projects must be located within the boundaries of the Downtown Bozeman Tax Increment District.  
[http://www.bozeman.net/Smarty/media/GIS\\_Media/maps/Downtown\\_Inventory\\_Map.pdf](http://www.bozeman.net/Smarty/media/GIS_Media/maps/Downtown_Inventory_Map.pdf)
2. Incentive funds will provide partial reimbursement for the costs associated with installing a dedicated fire line from the City of Bozeman water main to the “service point”. The funding amount will be for no more than 50% of said costs not to exceed \$10,000.00.
3. Dedicated fire line installation must comply with applicable building codes and ordinances as defined in the City of Bozeman Unified Development Code (UDC) in order to receive incentive funds.

**REVIEW PROCESS:**

Applications will be reviewed and approved or denied by the Downtown TIF Board and Downtown Bozeman Partnership Executive Director. Upon request, applicants will have an opportunity to present the project to the TIF Board and respond to any questions or concerns before a decision is made. Applications will be reviewed on a first come, first served basis for the duration of funding availability. In all cases, the decision of the Downtown TIF Board is final.

Grant recipients will receive a Letter of Award and any conditions deemed necessary for receipt of the award.

**RELEASE OF FUNDS:**

Applicants will receive grant funding as a reimbursement upon completion of all required work. In order to receive payment, the applicant must submit the provided Certificate of Completion, documentation of work completed, and a copy of the City of Bozeman Certificate of Inspection from the Water Superintendent. Specific documentation requirements are outlined in the Certificate of Completion.

Release of funds is subject to submission of this documentation to the Downtown Bozeman Partnership by the grant recipient. The project must be completed as originally presented in order to receive payment. At the discretion of the Downtown TIF Board, projects may be subject to invoice payment verification, site inspection documentation and a copy of the City of Bozeman Certificate of Inspection.

**DISCLAIMER:**

Neither the Downtown Bozeman Partnership LLC, nor the Downtown Tax Increment Finance Board, nor its affiliates shall be responsible for the planning, design, or construction of improvements to property that is owned by the applicant. No warranties or guarantees are expressed or implied by the description of, application for, award of or participation in the Downtown Life-Safety Compliance Grant Program. The applicant is advised to consult with the City of Bozeman, licensed architects, engineers, or building contractors before proceeding with final plans or construction.

## DOWNTOWN LIFE-SAFETY COMPLIANCE GRANT PROGRAM APPLICATION

### 1. Project Location

Address of Property: \_\_\_\_\_

Name of Existing Building(s): \_\_\_\_\_

Name of Existing Business Tenant(s): \_\_\_\_\_

### 2. Applicant Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Do you  Own  Lease the subject Property?**

If leasing, please provide the name, phone, mailing address and e-mail address of property owner:

\_\_\_\_\_

\_\_\_\_\_

### 3. Project Information

**Current status of site** (check all that apply)

- Existing occupied building
- Existing vacant building
- Under redevelopment

**4. Submittals**

Applications **must** include the following documents and information to support this application.

- a. **Copy of a City of Bozeman water service application**
- b. **Copy of the City of Bozeman Proposed Fire Service Line proposal**
- c. **Financial estimates for total DFL costs (to estimate grant amount)**
- d. **Financial estimates for total project costs above and beyond the DFL expenses, if applicable, to determine TIF's ROI.**
- e. **Estimated project timeline indicating construction start date and substantial completion date**

**5. Signatures**

**Applicants(s):**

**Applicant(s):**

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Signature)

The Downtown Bozeman Partnership reserves the right to request additional information from the applicant to determine grant eligibility. **Applicants are required to submit a complete application and all supporting materials per the instructions in this packet. Incomplete applications will not be reviewed.**

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**(For Official Use Only)**

Date Approved:

Date Letter of Award Sent:

Date of Completion:

Date of Payment Request: