

Downtown Bozeman Streetscape Assistance Program

Information & Grant Application



Downtown Bozeman Streetscape Assistance Program

Purpose

The Streetscape Assistance Program provides property owners with reimbursement for the purchase and delivery of historic street lamps in accordance with the Downtown Streetscape Plan. The program is designed to stimulate: private investment; property redevelopment; and the improvement of public areas in the downtown urban renewal district.

Background

The Downtown Tax Increment Finance Board is responsible for administering the Downtown Urban Renewal Plan pursuant to Montana Urban Renewal Law (Title 7 Chapter 15 part 42 Montana Code Annotated, "Urban Renewal"). Tax Increment Financing (TIF) provides a means to finance public urban renewal activities that assist and enhance private development opportunities within the district. The Downtown Urban Renewal District and TIF Board were formed in 1995.

Use of Funds

According to Montana statute, Tax Increment Funds can be used for "public projects or the public portion of private projects" including:

- The creation or improvement of public spaces, plazas, greenspaces and streetscapes that are part of or adjacent to the proposed development.

The program rewards private entities for making substantial investments in the downtown urban renewal district by helping fund specific prescribed public streetscape improvements associated with development.

Funding Parameters

The Downtown Bozeman Streetscape Assistance Program will reimburse up to 100% of costs of streetlight purchase and delivery upon project completion according to the following parameters:

- Streetlamp installation of along Main Street between Broadway and 5th Avenues will be reimbursed 100% of the purchase and delivery costs of the lamps.
- Streetlamp installation along the side streets between Broadway and 5th Avenues will be reimbursed 50% of the purchase and delivery costs of the lamps.

The cost upon which reimbursement will be calculated may not exceed \$3190.00 (base price of \$2900 plus a 10% markup allowance).

All assistance awards are contingent upon availability of TIF funds and the limitations of Montana statute.

Eligibility Requirements

- The project must be in the Downtown Urban Renewal District (aka Downtown TIF District) with all current property taxes and assessments paid.
http://www.bozeman.net/Smarty/media/GIS_Media/maps/Downtown_Inventory_Map.pdf
- The applicant must be the owner of the property or have controlling interest in the property.
- The project must conform to the specifications prescribed in the Downtown Streetscape Improvement Plan.

Application and Decision Process

Applications will be accepted and considered throughout the year. An application form is attached. Applications will be processed on a first come first served basis.

The TIF District staff will provide the following supporting materials:

1. Preliminary engineering work as completed TD&H Engineering.
2. Technical specifications regarding the streetlamps and other street hardware components.

Pre-application meetings are encouraged so the TIF District staff and the applicant can collaborate on finalizing needed information, before a formal application is made.

Once an application is completed, the TIF Board will accept or deny the request within 30 days. Accepted applicants will receive notification in writing.

Payment of Award

The accepted applicant must submit a copy of the receipt(s) documenting the purchase and delivery costs associated with the streetlamps. The reimbursement payment will be made to the accepted applicant within 30 days of the TIF District office receiving receipt documentation.

Term of Agreement

The commitment of funds is effective for 6 months from the date of signature of the development agreement, or the expiration provisions in the MCA urban renewal statutes, whichever comes first. If no work has started during the term of the agreement the funding commitment will be terminated.

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 Streetscape Assistance 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 Bozeman Streetscape Assistance Program Application

Property and Project Information

Property Address and Location Description:

Project Name: _____

Number of Streetlamps proposed: _____

Anticipated Project Completion Date: _____

Applicants Legal Name and Contact Information

Contact Name: _____

Company Name: _____

Address: _____

City/State/Zip: _____

Phone: _____

Email: _____

Signature: _____

see next page for additional required application materials

Addition Information

1. Project Description

Application must include written description specifying the type and scale of the proposed streetscape improvements and a brief description of the entire project (not to exceed 1 typed page)

2. Site Plan, Renderings and Elevations

Application must include a site plan detailing the streetscape improvements (required) and an elevation rendering showing the streetscape elements (if available).

3. Total Project Cost Estimates

Application must include the total streetscape improvement cost estimate specifically itemizing the anticipated costs of purchasing, delivering and install the streetlamps.

4. Contact Information

Application must include full contact information for the project manager, architect, and engineer.

Submit a completed application and requested information to:

**Chris Naumann
Downtown Bozeman Partnership
222 East Main Street #302
Bozeman MT 59715**

For more information contact: 406-586-4008 or chris@downtownbozeman.org

(For Official Use Only)

Date Approved:

Date Letter of Award Sent:

Date of Completion:

Date of Payment Request: