

**NOTICE OF REDEVELOPMENT AGENCY MEETING
LAYTON, UTAH**

PUBLIC NOTICE is hereby given that the Redevelopment Agency (RDA) of Layton, Utah, will hold a public meeting in the Council Chambers in the City Center Building, 437 North Wasatch Drive, Layton, Utah, at **5:30 PM on October 1, 2020.**

THE AGENDA FOR THE MEETING CONSISTS OF THE FOLLOWING:

Item

1. Minutes of the Redevelopment Agency of Layton City - September 17, 2020

2. Accept the Davis Fund Main Street Façade Improvement Grant Agreement - Fund the Local Match and Award Grant Funds to Selected Businesses along Main Street – RDA Resolution 20-05

ADJOURN:

In the event of an absence of a full quorum, agenda items will be continued to the next regularly scheduled meeting.

Notice is hereby given that by motion of the Layton City Redevelopment Agency Board, pursuant to Title 52, Chapter 4 of the Utah Code, Layton City RDA Board may vote to hold a closed meeting for any of the purposed identified in that Chapter.

Date: _____ **By:** _____
Kimberly S Read, City Recorder

LAYTON CITY does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in the employment or the provision of services. If you are planning to attend this public meeting and, due to a disability, need assistance in understanding or participating in the meeting, please notify Layton City eight or more hours in advance of the meeting. Please contact Kiley Day at 437 North Wasatch Drive, Layton, Utah 84041, telephone number 801.336.3825 or 801.336.3820.

D R A F T

MINUTES OF THE MEETING OF THE REDEVELOPMENT AGENCY OF LAYTON CITY

SEPTEMBER 17, 2020 – 5:32 P.M.

BOARDMEMBERS AND OFFICERS PRESENT:

**CHAIRMAN JOY PETRO, VICE CHAIRMAN
CLINT MORRIS, EXECUTIVE DIRECTOR ALEX
JENSEN, BOARDMEMBERS ZACH BLOXHAM,
DAWN FITZPATRICK, AND DAVE THOMAS**

EXCUSED:

BOARDMEMBER TOM DAY

STAFF PRESENT:

**GARY CRANE, CHAD WILKINSON, LON
CROWELL, BRANDON RYPIEN, TERRY
COBURN, ASHLEY NIMMO, PAUL APPLONIE,
TRACY PROBERT, ED FRAZIER, AND
SECRETARY, KIM READ**

The meeting was held in the Council Chambers of the Layton City Center.

Chair Petro opened the meeting.

MINUTES:

Boardmember Bloxham moved to approve the minutes of June 18, 2020, as written. Boardmember Fitzpatrick seconded the motion, which passed unanimously. **Boardmember Day was not present for the vote.**

AGENDA:

OFFICIAL REQUEST THAT DAVIS COUNTY INITIATE THE TAX INCREMENT COLLECTION PERIOD FOR THE ANTELOPE DRIVE COMMUNITY DEVELOPMENT PROJECT AREA PLAN AND BUDGET, TO BEGIN NO LATER THAN JANUARY 1, 2021 – RDA RESOLUTION 20-04

Lon Crowell, Economic Development, explained the letter to Davis County was requesting it initiate the tax collection period for the CDA (Community Development Area) Plan where RC Willey was located. He announced these were typically initiated when the Plan was originally adopted; however, it was the City's desire that this wait until the facility was completed which would create increment. He added this would begin on January 1, 2021. He announced the CDA had a maximum term of 15 years and anticipated the funding would be collected prior to it expiring.

D R A F T

Chair Petro pointed out this CDA was initiated prior to this particular Board being in place and asked if anything needed clarification or if there were any questions.

There were no questions from the Board.

MOTION: Boardmember Morris moved to approve Resolution 20-04, authorizing the Official Request that Davis County Initiate the Tax Increment Collection Period for the Antelope Drive Community Development Project Area Plan and Budget, to Begin no Later than January 1, 2021. Boardmember Thomas seconded the motion, which passed with the following vote: **Voting AYE – Boardmembers Morris, Fitzpatrick, Bloxham, and Thomas.** Boardmember Day was not present for the vote.

The meeting adjourned at 5:35 p.m.

Kimberly S Read, Secretary

**REDEVELOPMENT AGENCY OF LAYTON CITY
AGENDA ITEM COVER SHEET**

Item Number: 2.

Subject:

Accept the Davis Fund Main Street Façade Improvement Grant Agreement - Fund the Local Match and Award Grant Funds to Selected Businesses along Main Street – RDA Resolution 20-05

Background:

In late April of this year Layton City Staff was invited to submit an application for the Davis Fund Main Street Façade Improvement Grant program sponsored by the Davis Fund for Economic Development. On May 12, 2020, Staff submitted a completed application to Davis County and on June 16, 2020, Staff received an email indicating Layton City had been selected to receive a grant award of \$25,000. Staff is requesting that the RDA consider accepting the grant award. The grant requires a minimum local match of \$25,000 for a grand total of \$50,000, and each community can determine any additional match available or required. Because Layton City's historic Main Street is located within the boundaries of the redevelopment project area, Staff was directed that the minimum local matching funds could potentially be provided through the RDA tax increment. Staff is requesting that the RDA consider funding the match through tax increment. Davis County is currently indicating that the Davis Fund Main Street Façade Improvement Grant program will be a reoccurring annual event.

The initial Davis Fund grant application requested the City identify two or three projects that could benefit from the grant if awarded. Staff contacted three business owners who have communicated a desire to improve their property in the recent past, and included each in the submitted application. These projects include: Faye's Laundry, Historic former First National Bank (Barlow Corporation), and Powerquip properties (southeast corner of Main Street/Gentile). Staff continued communication with each of these businesses at great length and requested that they submit a Layton City Main Street Façade grant application.

Following the grant award announcement from Davis County it was determined that a notice should be sent to all Layton Main Street property owners inviting them to apply for the grant which Staff completed. Staff received multiple inquiries regarding the application process prior to a submittal deadline of August 25, 2020, and received eight applications requesting a total of approximately \$225,500, with total project costs equaling approximately \$272,000. Powerquip submitted a proposal however they are not ready to proceed at this time. On August 31, 2020, Staff preliminarily reviewed each application and created a scoring matrix to more objectively determine which applications should be considered for a grant award. The matrix was formulated from restrictions, guidelines, goals and objectives identified in the Davis Fund Main Street Façade Improvement Grant Guidelines, the South Main/South Fort Lane Redevelopment Area Plan, and Layton Downtown Plan.

With limited funding available and certain expectations of the Davis Fund Main Street Façade Improvement Grant Guidelines, the South Main/South Fort Lane Redevelopment Area Plan, and Layton Downtown Plan, Staff recommends awarding grant funding for three of the submitted projects as follows:

1. Great Harvest; \$25,000
2. Jed's Tire Pros; \$20,000
3. First Community Bank; \$5,000

As described in the application materials, each of the grant recipients will be required to enter into an agreement with the RDA identifying the final scope of the project and the timelines for completion. The project must be completed as presented and approved by the RDA Board and any changes must be approved prior to commencement of the modification. Improvements must be commenced within 60 days of the notification of the grant award and must be completed by December 31, 2020, unless otherwise extended in writing by the RDA and Davis Fund. With the approval and execution of this Agreement, all parties are prepared to proceed.

Alternatives:

Alternatives are to 1) Adopt RDA Resolution 20-05 accepting the Davis Fund Main Street Façade Improvement Grant Agreement as submitted, authorizing the use of tax increment funds to pay the required local match of \$25,000 toward the Davis Fund Main Street Façade Improvement Grant; 2) Adopt RDA Resolution 20-05 accepting the Davis Fund Main Street Façade Improvement Grant Agreement as submitted with any amendments the Board deems appropriate; or 3) Not adopt RDA Resolution 20-05 and remand to Staff with directions.

Recommendation:

Staff recommends the Agency adopt RDA Resolution 20-05 accepting the Davis Fund Main Street Façade Improvement Grant Agreement as submitted, authorizing the use of tax increment funds to pay the required local match of \$25,000 toward the Davis Fund Main Street Façade Improvement Grant and authorize the RDA Director to distribute total Grant funds in the amount of \$50,000 to selected local business along Main Street for certain projects to be completed by December 31, 2020.

RDA RESOLUTION 20-05

A RESOLUTION TO ACCEPT THE DAVIS COUNTY DAVIS FUND MAIN STREET FAÇADE GRANT, FUND THE LOCAL MATCH AND AWARD GRANT FUNDS TO SELECTED BUSINESSES ALONG MAIN STREET

WHEREAS, Davis County by invitation and application has provided grant funds to local municipalities to enhance, improve, and invest in local business storefronts along Main Street areas within Davis County, of which Layton City was selected; and

WHEREAS, Layton City actively pursues opportunities to further economic development, enhance investment, and facilitate the creation of additional employment in Layton City; and

WHEREAS, the South Main/South Fort Lane Redevelopment Project Area Plan and Budget, and the Layton City Downtown Plan, were created and adopted to promote further investment in, and guide the development of the South Main Street area where these grant funds will apply; and

WHEREAS, a primary purpose stated in the South Main/South Fort Lane Redevelopment Project Area and Budget is "to remove, if possible, all blight and blighting influences from the Project Area by the removal or clearance of buildings, structures, or improvements which are blighted, or through the renovation or rehabilitation of buildings, structures or improvements which are blighted"; and

WHEREAS, evidence supports new investment in aging structures along Main Street by replacing less appealing materials with materials that add value and spur additional investment into the surrounding area; and

WHEREAS, in order to provide funding to encourage the renovation of facades for businesses located along Main Street, the Agency proposes to award a grant to selected businesses who have presented projects that will best further, the purpose and implementation of the Main Street Façade Grant, the South Main/South Fort Lane Redevelopment Project Area Plan and Budget, and the Layton City Downtown Plan; and

WHEREAS, the RDA Board determines it to be in the best interest of the RDA, to accept this Grant and authorize a match for the purposes stated above.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE REDEVELOPMENT AGENCY OF LAYTON CITY, UTAH:

1. That the RDA accepts the Davis County Davis Fund Main Street Façade Grant in the amount of \$25,000; and
2. That the RDA hereby authorizes the use of tax increment funds to pay the required local match of \$25,000 toward the Davis County Davis Fund Main Street Façade Grant; and
3. That the RDA Director is directed to distribute total Grant funds in the amount of \$50,000 to selected local businesses along Main Street for certain projects to be completed by December 31, 2020, as presented to the Board; and
4. That the RDA Chair is directed to execute the Davis County Davis Fund Main Street Façade Agreement Grant as submitted, which agreement is attached hereto and incorporated herein by this reference.

ADOPTED by the Board of Directors of the Redevelopment Agency of Layton City, this ____ day of _____, _____.

JOY PETRO, Chair

ATTEST:

KIMBERLY S READ, Secretary

APPROVED AS TO FORM:



GARY CRANE, City Attorney

SUBMITTING DEPARTMENT:



CHAD WILKINSON, Director
Community and Economic Development



Business Façade Grant

Agreement

This agreement is entered into by and between Davis Council of Governments, Inc., dba Davis Fund for Economic Development, and Layton City in order to provide funds for a business façade grant program. The parties agree that funds will exclusively be used for the purposes described herein. If funds have not been spent by December 31, 2020, unspent funds may, at the discretion of Davis Fund, be repaid to Davis Fund by providing 90 day notice of such demand.

PROGRAM OVERVIEW

The Davis Fund for Economic Development, on behalf of the Davis Council of Governments, Inc., is co-sponsoring a grant to assist businesses along main business corridors during 2020. The board has approved two separate grants of \$25,000 each to be dispersed. In order for a city to be considered for the grant, they will need to match the \$25,000 from city funds.

1. **Purpose:** the goals of the business façade grant are to:
 - a. Beautify main street areas in Davis County.
 - b. Increase economic development by making businesses more attractive to businesses and patrons.
 - c. Attract additional private and other sources of funds to invest in the main street areas.
 - d. Support local, small businesses in Davis County.
2. **Amount available:** The amount available to cities chosen will be \$25,000 (max) from the Davis Fund for Economic Development and must be matched by the city receiving the grant.
3. **Eligibility:** To be eligible, businesses must meet the following.
 - a. Own or rent a building located along Main Street or equivalent road in a participating city.
 - b. Improvements must conform to local and national historic guidelines, if applicable.
 - c. Improvements must be to the exterior and visible from the main street corridor.
 - d. Compliance with building codes and zoning regulations.
 - e. Applicants are encouraged, but not required, to provide own funds to support the project (this is up to the cities discretion).
 - f. Must be a business or non-profit organization in good standing with local, state, and federal laws.
 - g. Improvements must be made primarily for commercial use, not residential.
 - h. Improvements may be under way, but preference is given to new improvements.
- i. Eligible uses of funds include but are not limited to (see photos of projects that have been done in previous years):
 - i. Rehab of exterior facades including paint, siding, masonry, etc.
 - ii. Upgraded doors, windows, gutters, spouts, trim, soffit and fascia
 - iii. New or upgraded lighting or display areas
 - iv. New or updated signage
 - v. Soft costs (e.g. design costs), labor, materials, fixtures for above on-site improvements.
- j. Ineligible projects include (unless approved by the board):
 - i. Landscaping
 - ii. Street lights
 - iii. Demolition of a building



Business Façade Grant

4. **Process.** Applicants will complete the required application and provide all supporting materials including drawings and photos, as well as:
- a. Cities will publicize grant opportunity, and may establish at their discretion application deadline(s).
 - b. Applicants provide all documentation or clarifications as requested by City staff or the Davis Fund.
 - c. If applicant is a tenant, the applicant must include a letter of support or other verifiable form of permission from the owner.
 - d. City staff will then review the applications, and make recommendations to City officials.
 - e. City officials will notify applicants of a decision within 60 days.
 - f. Enter into agreement with the City identifying scope of work and timelines.
 - g. Work must commence within 60 days of notification of award.
 - h. Improvements must be completed by December 31, 2020, unless otherwise extended in writing by the City or Davis Fund.

Davis Fund Signature: _____ Date: _____

Print name: _____

City Signature: _____ Date: _____

Print name: _____

GRANT APPLICATIONS

1. Great Harvest
2. Jed's Tire Pros
3. First Community Bank
4. Barlow Corporation

5. Cooper's, Inc.
6. Weller's Bistro
7. Dixon Reisbeck

Ave Rank	Business	Requested funding	Total Project Cost	Brief Description of project
1	Great Harvest	\$ 45,290	\$ 45,290	Demo and replace entire façade with the following new: siding, doors, lighting, signage, arcade, windows, boardwalk, roofing, railing, paint
2	Jed's Tires	\$ 50,000	\$ 67,200	Renovation of entire front facade: all new brick top to bottom, new windows, refinished wood eave/beam/soffit, new lighting, new signage on north and south sides
3	First Community Bank	\$ 8,266	\$ 8,266	Replace and improve the stained glass windows facing Main Street.
4	Barlow Corporation	\$ 50,000	\$ 65,164	Replace parking lot, add new exterior architectural lighting, add new single letter signage, at new entry door with extended door height and black framing
6	Cooper's	\$ 3,795	\$ 3,795	Powerwash, scrape, etc., repaint stucco, replace window AC unit with new window AC unit
7	Weller's Bistro	\$ 12,750	\$ 12,750	New windows (previous owner signage still visible), exterior lighting, sidewalk.
8	Dixon Reisbeck	\$ 5,400	\$ 5,400	New roof.
8	Powerquip	\$ -	\$ -	Renovate entire corner: restore tanner hospital building with brick, windows; replace stucco with brick front and windows, replace corner building section with 2-story glass entry, vertical landscaping
Proposals Total:		\$ 175,501	\$ 207,865	



Guidelines & Application
2020



Evaluation Questions

1. Completion by December 31, 2020
2. Overall Visual Impact on Main Street
3. Improvements to Façade
4. Meets the intent of County Guidelines (#3)
5. Lasting Value - architecture
6. Compatible with Main Street Vision
7. Building Existing Condition

SCORING & RANKING CRITERIA

1. **(Project) Completion by December 31, 2020**
2. **Overall Visual Impact** on Main Street (with proposed improvements)
 - a. Removes blight
 - b. Restores historical character
 - c. Makes significant aesthetic improvement to existing structure
 - d. Structural improvements vs Temporary Improvements
 - e. Furthers goals of general plan/downtown plan
3. **Improvements to Façade**
4. **Do they meet the intent of County Guidelines (#3)?**
 3. Eligibility: To be eligible, businesses must meet the following.
 - a. Own or rent a building located along Main Street or equivalent road in a participating city.
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 - j. **Ineligible projects include** (unless approved by the board):
 - i. Landscaping
 - ii. Street lights
 - iii. Demolition of a building
5. **Lasting Value** – architecture; traditional architectural style vs modern trend
6. **Compatible with Main Street Vision**
 - a. Consistency with goals & policies of General Plan & Downtown Plan
 - b. Historic architecture
 - c. Pedestrian scale design features
 - i. Massing (2+ stories)
 - ii. Pedestrian connectivity
 - iii. Fenestration and openings
 - iv. Building (proposal) existing condition
7. **Existing Building Condition**

GREAT HARVEST BREAD CO.

96 North Main Street
Layton

- Complete Renovation of
main street facade



GREAT HARVEST BREAD CO.

96 North Main Street
Layton

- Complete Renovation of main street facade: new shiplap siding, new signage, new lighting, new canopy/arcade, new windows, new door, new railing, new board walk



JED'S TIRE PROS

235 North Main Street
Layton

- Renovation of front and side facade



JED'S TIRE PROS

235 North Main Street
Layton

- Renovation of front and side facade



JED'S TIRE PROS

235 North Main Street
Layton

- Renovation of entire front facade: all new brick top to bottom, new windows, refinished wood eave/beam/soffit, new lighting, new signage on north and south sides



AFTER

JED'S TIRE PROS

235 North Main Street
Layton

- Renovation of entire front facade: all new brick top to bottom, new windows, refinished wood eave/beam/soffit, new lighting, new signage on north and south sides



AFTER

FIRST COMMUNITY BANK UTAH

125 Main Street
Layton

- Replacement of stained glass windows and broken windows



#3 RANKING APPLICATION



**BARLOW
CORPORATION**
*(Historic First
National Bank)*

50 W Gentile Street
Layton

- Replacement of entry door to original door of greater height
- New signage along Main Street
- New lighting along Main Street
- Parking lot improvements



Exterior 2019- after being painted

#4 RANKING APPLICATION



Proposed Exterior Lighting & Signage

#4 RANKING APPLICATION

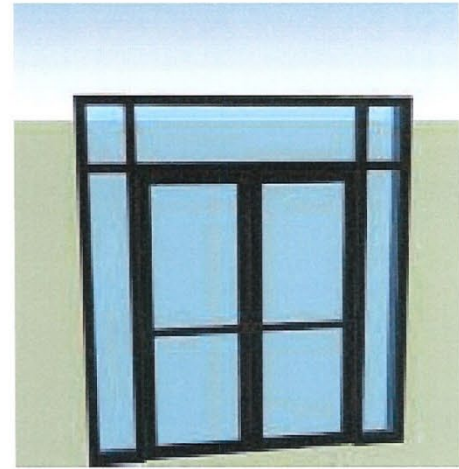


Proposed Exterior Lighting & Signage

#4 RANKING APPLICATION



Proposed Exterior Lighting



Proposed Storefront Entrance Doors

COOPER'S INC.

34 North Main Street
Layton

- Clean and repaint stucco, replace window AC unit with new window AC unit





BEFORE

COOPER'S INC.

34 North Main Street
Layton

- Clean and repaint stucco, replace window AC unit with new window AC unit



BEFORE



WELLER'S BISTRO

197 North Main Street
Layton

- New windows, new signage, new lighting, new sidewalk



WELLER'S BISTRO

197 North Main Street
Layton

- New windows, new signage, new lighting, new sidewalk



DIXON REISBECK

256 North Main Street
Layton

- New roof



POWER QUIP, INC.

60 East Gentile
Layton

- Complete Renovation of main street facade



BEFORE

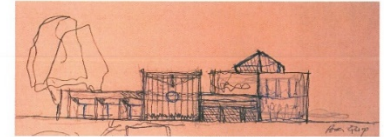
Power Quip complex intends on up-grading their new properties into a Cohesive whole street scape, both on Gentile Street and Main Street. Both properties border Gentile Street and the corner of Main Street. The combination of historically preserving the scale and materials at the same time introducing new space and creating a pedestrian circulation corridor to the light rail station



AERIAL VIEW



CONCEPT SITE PLAN



POWER QUIP BUILDING
(EXISTING
SITE)
GENTILE STREET

APPLICATION PULLED BY APPLICANT

POWER QUIP, INC.

60 East Gentile
Layton



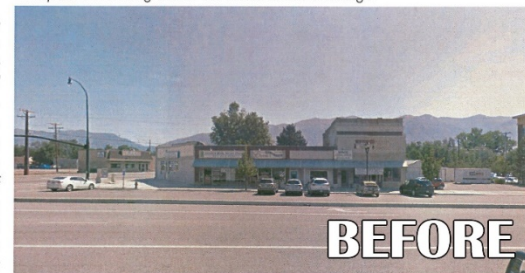
MASTER PLAN



Power Quip complex intends on upgrading their new properties into a cohesive whole street scape. The properties border Gentile Street and the corner of Main Street. The intention is to upgrade the existing building and bring back a historical scale and material palette at the same time introducing a new level of quality to the corner and reinforcing a circulation tie through landscape and scale from the bridge to the Main Street. One main component is the greening of the corner. Which would be phase one.



Proposed Massing Scale for Main Street Frontage



Existing Main Street Frontage

- Complete Renovation of main street facade: New brick, new windows, new corner structure, new streetscape, new landscaping

APPLICATION PULLED BY APPLICANT

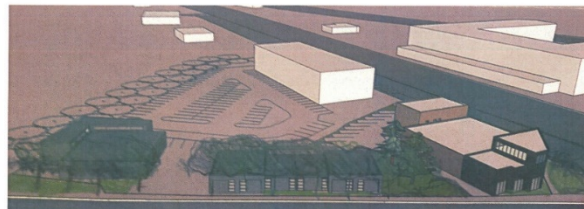
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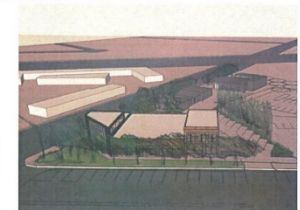
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PHASE ONE LANDSCAPE

Creating a landscape edge condition from the bridge to the corner and around heading south, reinforces the larger spatial tie from the City Complex (which resides in a park setting) to the light rail station and edge condition of Main Street, supporting the historical buildings to be remodeled. The context is the first stage in the overall Master Plan. The intention is to create a landscape border and edge condition to set up the remodeling and renewed structures which would border Main street and Gentile Street. Our wish is to work with the city and accomplish their goals as well as ours. This is the reason for the application.



Existing Corner of Gentile Street and Main Street



AFTER

APPLICATION PULLED BY APPLICANT

ADDITIONAL

PACKET

ATTACHMENTS

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Layton

- Complete Renovation of
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AFTER

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AFTER

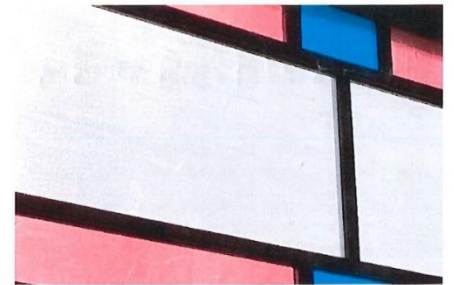
FIRST COMMUNITY BANK UTAH

125 Main Street
Layton

- Replacement of stained glass windows and broken windows



#3 RANKING APPLICATION



BEFORE

Recommendation

Staff recommends awarding grant funding for three (3) of the submitted projects as follows:

Great Harvest; \$25,000

Jed's Tire Pros; \$20,000

First Community Bank; \$5,000