

# Memo

To: Village Board

Fr: Trevor Fuller, Planning and Zoning Administrator

Re: AWARDING OF FAÇADE IMPROVEMENT GRANTS

Date: June 10, 2015

The village has received an application for the Façade Improvement Program from Bay Lakes Builders, 1411 S. Webster Avenue. Bay Lakes is requesting a grant to help fund their project. Attached is the application and materials related to the applicant's project. Below is a summary of the project, which includes the scope of work highlighted in the estimates.

Scope of Project:

- Installation of new coach lights
- Addition of decorative topper and bottom to existing sign
- Installation of awning to front entrance
- Replacement of shutters
- Replacement of doors
- Addition of parking lot landscaping

Estimated Project Cost: \$10,314.58

Requested Assistance: \$5,157.29 in grant funds

The project will have to comply with all applicable village zoning and development requirements, the project will have to be completed within one year of grant approval, and no work begun prior to receiving Village Board approval will be eligible for reimbursement.

The Village Board is asked to review the project and determine whether or not to allocate funds to reimburse for up to 50% of the project estimate, not to exceed \$5,157.29.

For further information on the Façade Improvement Program please contact the Village Administrator at (920)448-2800 or email brad@villageofallouez.com.

**FACADE IMPROVEMENT APPLICATION FORM**  
APPLICATIONS ARE DUE JANUARY 1<sup>ST</sup>, APRIL 1<sup>ST</sup>, JUNE 1<sup>ST</sup>, AUGUST 1<sup>ST</sup>, OCTOBER 1<sup>ST</sup>

Applicant Name: Paul & Dawn Soletski

Business Name: Bay Lakes Builders & Development

Address: 1411 S. Webster Ave. Green Bay WI 54301

Business Phone: 920. 437-7700 Alternate Phone: 920. 371-2956

Email: psoletski@baylakesbuilders.com Fax: 920-437-7707

I am the (Circle one) of the business property: Property Owner or Tenant

If you are a tenant, please provide a written consent letter from the property owner, lease agreement, and complete the following information on the property owner.

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

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

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

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

When does the lease expire? \_\_\_\_\_

If you are the property owner, please provide proof of ownership.

**Facade Project Information**

Please submit a contractor's work proposal narrative, 3 detailed cost estimates, and illustration with dimensions. Please briefly describe your project below.

Description of Project:

Exterior Improvements to 1411 S. Webster Ave.

Estimated cost (Contractor quote): \$ 14,664.58

Anticipated start date of project: ASAP

Anticipated completion date of project: Fall 2015

### Facade Improvement Program Rules

After reading, please initial each line that pertains to the proposed project, understanding and agreeing to:

Applicants must pay for a minimum of 50% of the project costs for projects where a grant is awarded. The maximum grant award shall not exceed \$10,000 (grant applicants only).

✓ PS

For the loan program, the maximum term of the loan shall not exceed 5 years. The maximum loan amount is \$7,500. The interest rate is equal to the interest rate for a State Trust Fund Loan at the time of the application (loan applicants only).

\_\_\_\_\_

If business removes façade improvements funded by the grant program within 5 years of receiving grant money, the grant must be repaid in full within 30 days of removal (grant applicants only).

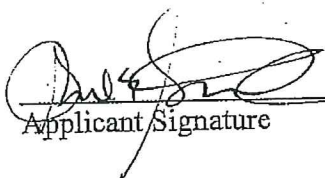
PS

Applicants must receive a Notice to Proceed and secure all necessary permits before work may begin.

PS

I have received the "Facade Improvement Program Guidelines"

PS

  
Applicant Signature

6-3-2015  
Date

Please submit all paperwork to: Brad Lange, Village Administrator  
1900 Libal Street  
Green Bay, WI 54301  
Phone: (920) 448-2800 ext. 106  
Email: [brad@villageofallouez.com](mailto:brad@villageofallouez.com)  
Website: [www.villageofallouez.com](http://www.villageofallouez.com)

**BAY LAKES BUILDERS**

1411 S. Webster Ave., Green Bay, WI 54301 | Ph 920.437.7700 | Fx 920.437.7707  
9352 Park Place, PO Box 593, Fish Creek, WI 54212 | info@baylakesbuilders.com

www.baylakesbuilders.com

**BAY LAKES  
BUILDERS**

DEVELOPMENT | REALTY | RENOVATIONS

**Façade Improvement**

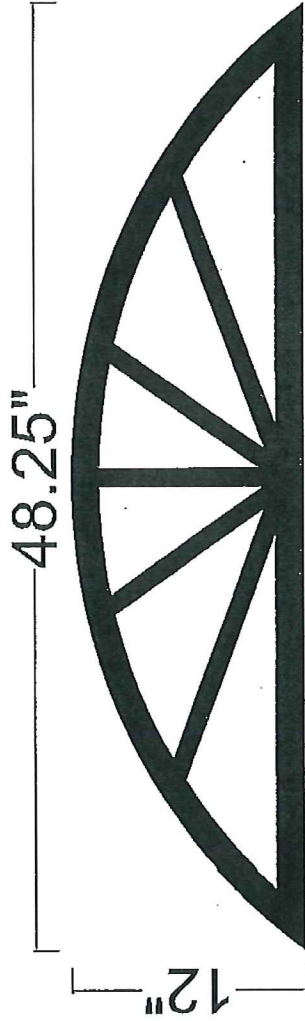
**To:** Village Of Allouez  
1900 Libal Street  
Green Bay, WI 54301

**Date:** 6/1/2015

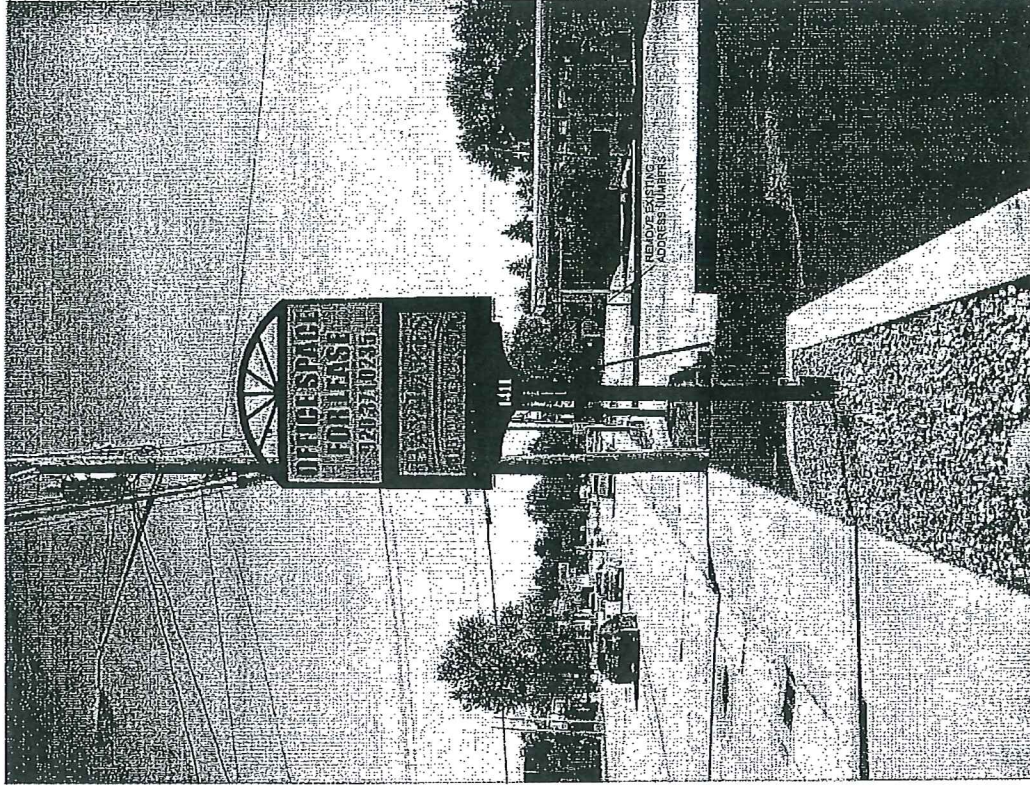
Description		Amount
Light Fixtures (Green Bay Lighting)		\$ 490.58
Electrical Labor (Delsart Electric)		\$ 265.00
Sign (Reinhold)		\$ 1,925.00
Shutters- Material (Pro-Build)		\$ 942.00
Shutters -Labor (Spencer)		\$ 1,140.00
Doors-materials (Pro-Build)		\$ 2,607.00
Doors-Labor (Spencer)		\$ 500.00
Awning (Reinhold)		\$ 1,995.00
Landscaping (Bay Lakes Builders)		\$ 450.00
Fence (J&D Services)		\$ 1,700.00
Timber Labor (J&D Services)		\$ 1,400.00
Concrete Wall Repair (J&D Services)		\$ 1,250.00
<b>Total</b>		<b>\$ 14,664.58</b>



DECORATIVE TOPPER



DECORATIVE BOTTOM



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**SALESPERSON**

**LAYOUT**  
☐ APPROVED ☐ CHANGES

SIGNED BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
ROBERT OTT



2070 HOLMGREN WAY GREEN BAY, WI 54304  
(920) 494-7161 FAX(920) 494-8720



# 1411 S Webster Avenue

## Bay Lakes Builders and Development



Map provided by the Brown County Planning & Land Services Department - Land Information Office (LIO)

A map key (legend) and other information about this map is available at: [maps.gis.co.brown.wi.us](http://maps.gis.co.brown.wi.us)

This map is intended for advisory purposes only. It is based on sources believed to be reliable, but Brown County distributes this information on an "As Is" basis. No warranties are implied. Boundaries shown on this map are general representations only and should not be used for legal documentation, boundary survey determinations, or other property boundary issues.

06/11/2015  
Scale 1:1200



## Existing Conditions: 1411 S. Webster Avenue

Webster Ave. View



Alley View





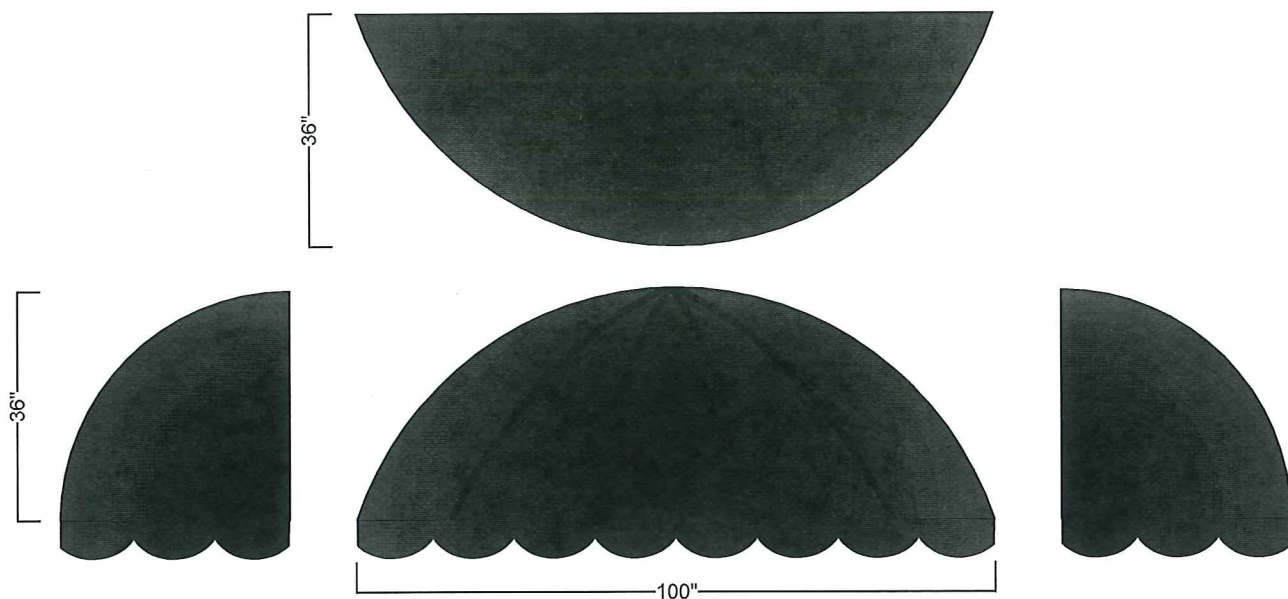
View Headed North



View Headed South



# NON-LIT DOME AWNING



## LAYOUT

☐ APPROVED ☐ CHANGES

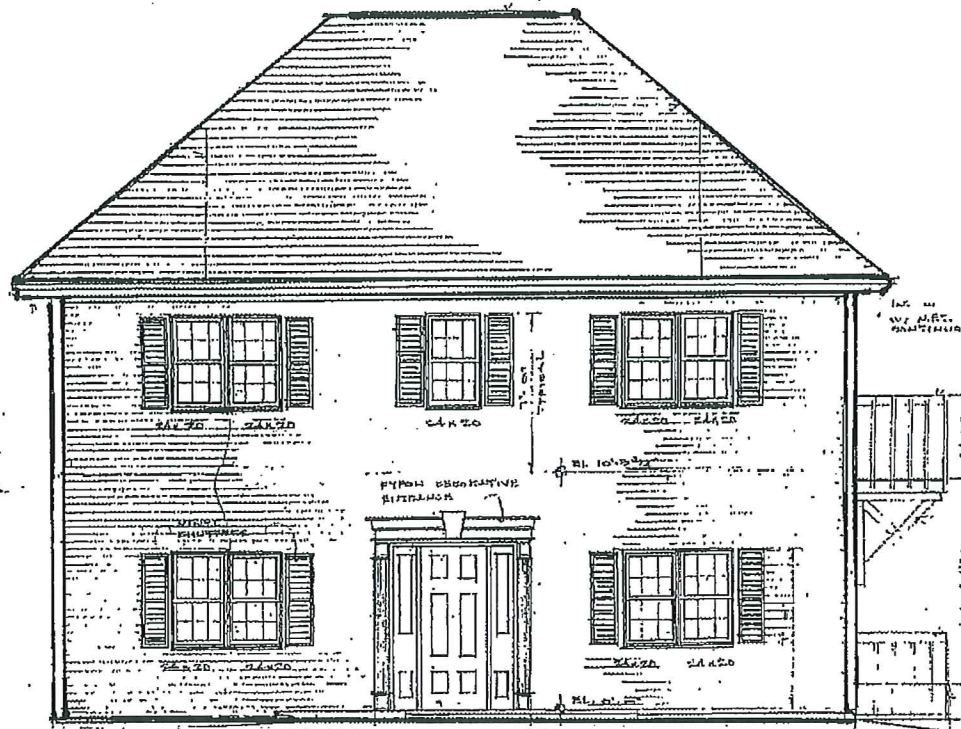
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SALESPERSON

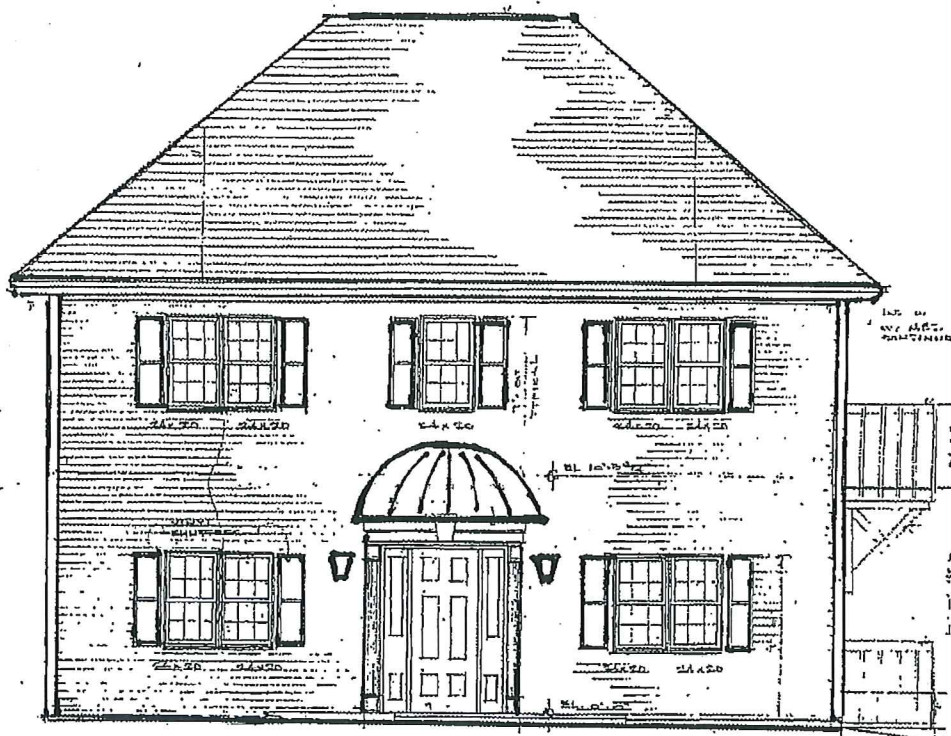
2070 HOLMGREN WAY GREEN BAY, WI 54304  
(920) 494-7161 FAX(920) 494-8720

SIGNED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

ROBERT OTT



Before



After