

City of Pleasant Ridge

23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

Special Downtown Development Authority Meeting Monday, March 27, 2017

Members of the Downtown Development Authority and Residents: This shall serve as your official notification of the Regular Downtown Development Authority Meeting to be held Monday, March 27, 2017, at 7:00p.m., in the City Commission Chambers, 23925 Woodward Avenue, Pleasant Ridge, Michigan 48069. The following items are on the Agenda for your consideration:

DOWNTOWN DEVELOPMENT AUTHORITY MEETING

1. Meeting Called to Order.
2. Roll Call.
3. **PUBLIC DISCUSSION** – Items not on the Agenda.
4. DDA Façade Improvement Grant.
5. Other Business.
6. Adjournment.

In the spirit of compliance with the Americans with Disabilities Act, individuals with a disability should feel free to contact the City at least seventy-two (72) hours in advance of the meeting, if requesting accommodations.



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
To: Downtown Development Authority
Date: March 23, 2017
Re: Façade Grant Program Applications

Attached are façade grant applications received for three properties in the District:

Address	Project	Project Total	Requested DDA Funding
23634 Woodward	Window Replacement	\$1,188	\$594
23675 Woodward	Façade Update	\$5,300	\$2,650
23690 Woodward	Exterior Lighting	\$5-6,000	\$2,500 - \$3,000

The total requested funding is \$5,750 to \$6,250, depending on the final cost of the 23690 Woodward project. The DDA allocated \$4,500 for development grants in this years' budget, so the requested funding exceeds the budgeted amount. The DDA has the option of choosing a few projects to fully fund, to provide a lower funding amount to each project, or to exceed the budgeted \$4,500 amount.

Following are photographs of each site, staff comments on each application, and the application materials that were submitted to the City:

23634 Woodward



Staff Comments:

The project involves replacing the large window at the front of the building which has broken seals. The project estimate is \$1,188 to replace the window. The improvement is less than \$2,500, so only one cost estimate is required, which has been provided by the applicant.

23675 Woodward



Staff Comments:

The project involves replacing the vinyl siding (the white area above the windows and limestone) with a corrugated metal product, and cleaning and resurfacing the limestone. The applicant has provided a representative photograph of a similarly finished building that is on Woodward in Royal Oak.

The applicant has provided a quote for the siding and the limestone cleaning. The façade grant application requires three quotes for projects that are over \$2,500, but the applicant has indicated that these are the quotes from the contractors who did the work on the Royal Oak building.

23690 Woodward



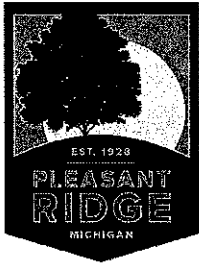
Staff Comments:

The proposed project would involve adding exterior landscape and building lighting, and the replacement of shrubs. The indicated project cost is \$5,000 to \$6,000, with no quotes being provided at this time.

The project has merit and would be an improvement to the site and the appearance of the district, however, the application is incomplete. Staff recommends that the DDA consider placing a hold on this project until the property owner can gather quotes and provide more detailed information about the improvements that are proposed. The façade grant program will be a rolling application process after this first round, so the applicant can re-approach the DDA once they have a complete application. This may also allow the DDA to use FY17-18 funding for this project.

23634

**Woodward
Avenue**



DDA Façade Grant Program

Project Application Form

PROJECT ADDRESS: 23634 Woodward Avenue

Applicant: Christopher Gangnier

Phone: (586) 322-1072

Applicant's Address: 341 West Troy St, Ferndale, MI 48220

Property Owner: Christopher Gangnier

Phone: (586) 322-1072

Indicate if all correspondence is to be sent to:

- ☒ Applicant
☐ Property owner

Briefly Describe scope of improvements:

To replace large window at front of building that is currently foggy, leaks and condensates, and looks bad.

Please include the following with the application:

- ☐ At least one professional contractor estimate if the cost of the proposed improvement is less than \$2,500, or three estimates if the improvement cost is \$2,500 or higher
- ☐ Illustrations of the proposed work or architectural drawings including dimensions, or cut sheets of products or fixtures to be purchased with the grant.
- ☐ Color samples and texture of finish materials, where applicable.

Estimated Costs:

Façade Improvement Cost: \$1,188.16

Estimated Completion Time (in weeks): 2.5

Property Owner Authorization/Certification

I have read accompanying guidelines and attest that the information included in this application is accurate to the best of my knowledge. I understand that grants are not guaranteed and are up to the sole discretion of the Downtown Development Authority.

[Signature]
Applicant Signature

3/10/2017
Date

Property Owner Signature (if other than applicant)

Date

**DDA Façade Grant Applicant's
Representations and Warranties**

Applicant represents and warrants the following:

Initial

CG The applicant (or property owner) is current and not in default in payment of real estate taxes and DDA assessments.

CG This project will conform to all applicable codes, ordinances and regulations.

CG The project complies with the City of Pleasant Ridge Exterior Design Standards (<http://cityofpleasantridge.org/documents/designstandards.pdf>)

CG All applicable permit approvals will be obtained for this project and all accompanying inspections will be successfully completed.

CG The project will be completed within 6 months of approval by the DDA (or such further extensions as approved by DDA).

CG All work will be completed in a professional manner and that continued maintenance of the property and improvements will be ongoing.

CG Only the work approved by the DDA in the application process shall be eligible for reimbursement, unless the DDA has approved changes in an amended approved agreement, and that no work done on the project prior to formal approval is eligible for reimbursement.

CG Applicant will submit copies of invoices, receipts, proof of payment, contractor full and unconditional waivers and itemized statements of the total cost of the project to the DDA within 3 months of project completion.

CG Applicant and its contractors will abide by Equal Employment Opportunity, Civil Rights, and Pleasant Ridge Human Rights ordinance rules and regulations.

CG Applicant agrees to indemnify and hold harmless, and defend the DDA, its members, representation, and/or employees from any and all claims, damages, lawsuits, costs, and expenses of any kind or nature, including property damage, personal injury, or other loss relating to the DDA Façade Grant program.

CG
Applicant Signature

3-15-17
Date

Property Owner Signature (if other than applicant)

Date

HEMA-TEC
23634 WOODWARD
PLEASANT RIDGE, MI 48069
HM:586-322-1072
Email: GANGNIER@ME.COM

Henderson
GLASS
2015

Page: 1

**HENDERSON 25 SOUTHFIELD
24055 W. 10 MILE
SOUTHFIELD, MI 48034
Manager: Tom Davidson
Telephone: (248)353-1500
Writer: NG1**

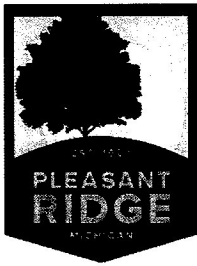
Account
RE0510
RETAIL CUSTOMER

Commercial/Residential(C/R): C

**** QUOTATION ****

23675

**Woodward
Avenue**



DDA Façade Grant Program

Project Application Form

PROJECT ADDRESS: 23675 WOODWARD AVE

Applicant: DAVID LINDEN Phone: 248 535 0519

Applicant's Address: 23675 WOODWARD AVE

Property Owner: DAVID LINDEN Phone: 248 535 0519

Indicate if all correspondence is to be sent to:

- ☒ Applicant
☒ Property owner

SAME

Briefly Describe scope of improvements: REPLACE OLD ALUMINUM SIDING ON TOP OF BUILDING FACADE WITH CORRUGATED STEEL. CLEAN AND RESURFACE LIMESTONE FACADE. I've ATTACHED A PHOTO OF A BUILDING ON WOODWARD IN ROYAL OAK WITH THE SAME FACADE TREATMENT SHOWING THE MATERIALS. THE CONTRACTOR IS THE SAME AS THE ONE WHO DID THE PEARL OAK BUILDING

Please include the following with the application:

- ☐ At least one professional contractor estimate if the cost of the proposed improvement is less than \$2,500, or three estimates if the improvement cost is \$2,500 or higher
☒ Illustrations of the proposed work or architectural drawings including dimensions, or cut sheets of products or fixtures to be purchased with the grant.
☐ Color samples and texture of finish materials, where applicable.

photo

Estimated Costs:

Façade Improvement Cost: \$300

Estimated Completion Time (in weeks): 2

Property Owner Authorization/Certification

I have read accompanying guidelines and attest that the information included in this application is accurate to the best of my knowledge. I understand that grants are not guaranteed and are up to the sole discretion of the Downtown Development Authority.

David Linden
Applicant Signature

12/20/6
Date

Property Owner Signature (if other than applicant)

Date

**DDA Façade Grant Applicant's
Representations and Warranties**

Applicant represents and warrants the following:

Initial

DL The applicant (or property owner) is current and not in default in payment of real estate taxes and DDA assessments.

DL This project will conform to all applicable codes, ordinances and regulations.

DL The project complies with the City of Pleasant Ridge Exterior Design Standards (<http://cityofpleasantridge.org/documents/designstandards.pdf>)

DL All applicable permit approvals will be obtained for this project and all accompanying inspections will be successfully completed.

DL The project will be completed within 6 months of approval by the DDA (or such further extensions as approved by DDA).

DL All work will be completed in a professional manner and that continued maintenance of the property and improvements will be ongoing.

DL Only the work approved by the DDA in the application process shall be eligible for reimbursement, unless the DDA has approved changes in an amended approved agreement, and that no work done on the project prior to formal approval is eligible for reimbursement.

DL Applicant will submit copies of invoices, receipts, proof of payment, contractor full and unconditional waivers and itemized statements of the total cost of the project to the DDA within 3 months of project completion.

DL Applicant and its contractors will abide by Equal Employment Opportunity, Civil Rights, and Pleasant Ridge Human Rights ordinance rules and regulations.

DL Applicant agrees to indemnify and hold harmless, and defend the DDA, its members, representation, and/or employees from any and all claims, damages, lawsuits, costs, and expenses of any kind or nature, including property damage, personal injury, or other loss relating to the DDA Façade Grant program.


Applicant Signature

12/20/15
Date

Property Owner Signature (if other than applicant)

Date



23675

J&L PROMOTIONS INC.



G & M GUTTER CO., INC.
 1949 ROCHESTER INDUSTRIAL DR
 ROCHESTER HILLS MI 48309

PROPOSAL

Date	Estimate #
12/20/2016	3971

Name / Address
J&L PROMOTIONS INC DAVE LINDEN 23675 WOODWARD PLEASANT RIDGE, MI 48069

Project	Rep
23675 WOODWARD AVE	TED S

Item	Description	Unit Price	Total
SIDING	INSTALL HORIZONTAL CORRUGATED SIDING AND ALUMINUM SOFFIT ON FRONT OF BUILDING. STANDARD COLOR ONLY. TIE INTO TORCHDOWN.	3,800.00	3,800.00

THIS PROPOSAL MAY BE WITHDRAWN BY US IF NOT ACCEPTED WITHIN 30 DAYS.

Phone #	Fax #	E-mail
248 923 2309	248 923 2349	gmgutter@gmail.com



Reflecting Your Image...

Estimate

23949

12/8/2016

J & L Promotions
23675 Woodward
Ferndale, MI

Phone: 248-535-0519

Description	Amount
Limestone on front of building (section just north of front door): Resurface and clean to remove most discoloration.	1,040.00
Limestone window surround(south of front door): Resurface and clean to remove most discoloration (priced with front of building)	490.00

Dave Lindan - 248-535-0519

Terms	

Total **\$1,530.00**

LEGAL AND TECHNICAL EXPLANATIONS, LIMITATIONS, GUARENTEERS: A comprehensive, formal list of the legal and technical limitation, as well as of given or implied guarantees from the Company to the Client, has been delivered to the Client, regardless of whether or NOT this Contract was formally entered at that time. By signing this Contract, the Client automatically acknowledges the receipt of this official list of legal and technical explanations, limitations, guarantees and has read and understands them. The Client also agrees that such official list of legal and technical explanations, limitations, guarantees shall become part of this Contract once this Contract is entered by being signed.

The Company gives to the Client only the express warranty that the Company will perform its scope of work in a skilled and workmanlike manner in accordance with its industry standards. EXCEPT FOR THE AFORESAID EXPRESS WARRANTY, THERE ARE NO OTHER WARRANTIES EXPRESSED OR IMPLIED, INCLUDING THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. The Company WILL NOT BE LIABLE TO BUYER FOR LOSS OF PROFITS, OR, FOR ANY CLAIM AGAINST BUYER BY ANY OTHER PARTY, OR, FOR ANY SPECIAL INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES OF ANY TYPE WHETHER BASED IN TORT, CONTRACT OR OTHER LEGAL THEORY, EVEN IF the Company HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the proposed amount

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. I am authorized to order this service for my household or business that I represent and to pay as specified.

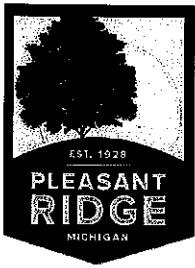
Date of Acceptance _____ Signature _____

Stone Restoration Services . 1700 W. Maple . Troy, Mi 48084 . 248.220.1672 . fax 248.220.1742

www.srsdetroit.com



23690
Woodward
Avenue



DDA Façade Grant Program

Project Application Form

PROJECT ADDRESS: 23690 Woodward Avenue

Applicant: John E. Wilk Phone: (248) 543-0100

Applicant's Address: 23690 Woodward Avenue

Property Owner: John E. Wilk Phone: Same

Indicate if all correspondence is to be sent to:

- ☐ Applicant
☒ Property owner

Briefly Describe scope of improvements:

The plans for the building improvements include exterior lighting in the landscaping, near the walkways and parking lot, and on the brick walls of the building. This project includes removing and replacing shrubs and adding electrical lamps for nighttime visibility.

Please include the following with the application:

- ☐ At least one professional contractor estimate if the cost of the proposed improvement is less than \$2,500, or three estimates if the improvement cost is \$2,500 or higher
- ☐ Illustrations of the proposed work or architectural drawings including dimensions, or cut sheets of products or fixtures to be purchased with the grant.
- ☐ Color samples and texture of finish materials, where applicable.

Estimated Costs:

Façade Improvement Cost: \$5,000 - \$6,000

Estimated Completion Time (in weeks): 8 weeks

Property Owner Authorization/Certification

I have read accompanying guidelines and attest that the information included in this application is accurate to the best of my knowledge. I understand that grants are not guaranteed and are up to the sole discretion of the Downtown Development Authority.

John E. Wilk
Applicant Signature

3-22-17
Date

Property Owner Signature (if other than applicant)

Date

**DDA Façade Grant Applicant's
Representations and Warranties**

Applicant represents and warrants the following:

Initial

JW The applicant (or property owner) is current and not in default in payment of real estate taxes and DDA assessments.

JW This project will conform to all applicable codes, ordinances and regulations.

JW The project complies with the City of Pleasant Ridge Exterior Design Standards (<http://cityofpleasantridge.org/documents/designstandards.pdf>)

JW All applicable permit approvals will be obtained for this project and all accompanying inspections will be successfully completed.

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JW Applicant and its contractors will abide by Equal Employment Opportunity, Civil Rights, and Pleasant Ridge Human Rights ordinance rules and regulations.

JW Applicant agrees to indemnify and hold harmless, and defend the DDA, its members, representation, and/or employees from any and all claims, damages, lawsuits, costs, and expenses of any kind or nature, including property damage, personal injury, or other loss relating to the DDA Façade Grant program.

Je Qwill
Applicant Signature

3-22-17
Date

Property Owner Signature (if other than applicant)

Date