

GROVE CITY, OHIO COUNCIL
LEGISLATIVE AGENDA

May 04, 2020

7:00 p.m.

Regular Meeting

Call to Order: President Houk
Roll Call: Clerk of Council
Approval of Minutes from 4/20/2020
Welcome and Reading of Agenda: President Houk

SAFETY: Mr. Schlabach

Ordinance C-16-20 Continue the Designated Outdoor Refreshment Area under the same regulations as set forth in Ordinance C-17-19. First reading.

FINANCE: Mr. Holt

Ordinance C-17-20 Replace Exhibit "A" of Ordinance C-09-19 to approve a Town Center Commercial Revitalization Grant Program. First reading.

Call for New Business: President Houk
Call for Dept. Reports & Closing Comments: President Houk
Adjourn meeting: President Houk - Unanimous Consent

ON FILE: Minutes of: 04/20/20 Council Meeting

Date: 04-27-20
Introduced By: Mr. Schlab.
Committee: Safety
Originated By: Mayor Stage
Approved: _____
Emergency: 30 Days:
Current Expense: _____

No.: C-16-20
1st Reading: 05/04/20
Public Notice: 05/06&13/20
2nd Reading: 05/18/20
Passed: Rejected: _____
Codified: Code No: _____
Passage Publication: _____

ORDINANCE C-16-20

AN ORDINANCE TO CONTINUE THE DESIGNATED OUTDOOR REFRESHMENT AREA UNDER THE SAME REGULATIONS AS SET FORTH IN ORDINANCE C-17-19

WHEREAS, on May 20, 2019 this Council enacted Ordinance C-17-19 which established a Designated Outdoor Refreshment Area for the Grove City Town Center; and

WHEREAS, Ordinance C-17-19 required a one-year review of the DORA by City Council; and

WHEREAS, City Council wishes to continue the DORA under the same regulations.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. City Council hereby authorizes the continuance of the Designated Outdoor Refreshment Area for the Grove City Town Center upon the same regulations set forth in Ordinance C-17-19.

SECTION 2. This Ordinance shall take effect at the earliest date permitted by law.

Christine A. Houk, President of Council

Passed:

Richard L. Stage, Mayor

Effective:

Attest:

Tami K. Kelly, MMC, Clerk of Council

I certify that this ordinance is correct as to form.

Stephen J. Smith, Director of Law

ORDINANCE C-17-19

AN ORDINANCE CREATING A DESIGNATED OUTDOOR REFRESHMENT AREA FOR THE GROVE CITY TOWN CENTER AND ENACTING REGULATIONS

WHEREAS, pursuant to the provisions of Ohio Revised Code §4301.82, the City of Grove City is permitted to create a Designated Outdoor Refreshment Area (“DORA”); and

WHEREAS, on April 03, 2019 Mayor Stage submitted an application to City Council for approval of a DORA in a specified section of the Grove City Town Center; and

WHEREAS, pursuant to §4301.82(C), notice of the filing of the DORA Application and the date of a public hearing thereon was published in a newspaper of general circulation in the City on April 18, 2019 and April 25, 2019; and

WHEREAS, the public hearing on the application was held on May 20, 2019 during which public testimony was held; and

WHEREAS, the DORA Application as submitted meets the requirements of Ohio Revised Code Section 4301.82.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. City Council approves the DORA Application as having met the requirements of ORC 4301.82(B)(1-5) and approves the establishment of a Grove City Town Center Designated Outdoor Refreshment Area comprised of the area as depicted on Exhibit A, attached hereto and made a part hereof, such area to include and encompass the premises of the permit holders located at the street addresses listed in Exhibit C, as is required to be included pursuant to ORC Section 4301.82(F)(1)(a).

SECTION 2. The DORA encompasses not fewer than four (4) qualified permit holders, all of which are identified in Exhibit C, attached hereto and made a part hereof, by business name, address, liquor permit type and liquor permit number.

SECTION 3. That in order to ensure public health and safety and in accordance with ORC 4301.82(F)(1)(b), the number, spacing, and type of signage designating the DORA boundary shall be as set forth on Exhibit F, attached hereto and made a part hereof.

SECTION 4. Section 6 of the DORA Application in accordance with ORC 4301.82(F)(1)(c) are the hours of operation for the DORA, which will apply to all activity within the DORA. City Council hereby recognizes that the DORA shall not be applicable and/or in operation for the events set forth in Section 6 of the DORA Application.

SECTION 5. The Public Health & Safety Plan as described in Section 5 of the DORA Application, attached hereto and made a part hereof is hereby approved as meeting the requirements of ORC 4301.82(F)(1)(d), including the manner in which the number of personnel needed to carry out the plan shall be determined.

SECTION 6. The Sanitation Plan that will help maintain the appearance and public health of the area as described in Section 5 of the DORA Application, attached hereto and made a part hereof, is hereby approved as meeting the requirements of ORC 4301.82(F)(1)(e), including the manner in which the number of personnel needed to carry out the plan shall be determined.

SECTION 7. As is required by ORC4301.82(F)(1)(g), beer and intoxicating liquor shall only be served in plastic bottles or other plastic containers, which shall be provided by the qualified permit holders in a readily-identified container that identifies the name of the establishment that is serving the beverage, as approved by the City's Department of Public Safety.

SECTION 8. City Council shall review the requirements of the DORA, as established herein, at a minimum one (1) year from the effective date of this Ordinance to determine whether to continue the DORA under the same or modified terms and conditions, or dissolve it according to statutory provisions.

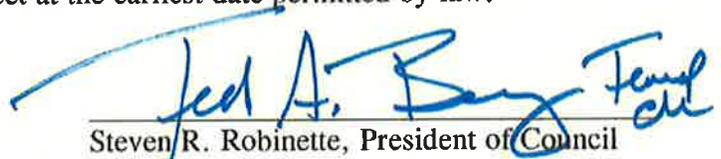
SECTION 9. City Council determines that all public notice requirements of ORC 4301.82 prior to the passage of this Ordinance have been met.

SECTION 10. The Clerk of Council is hereby instructed to forward a copy of this Ordinance to the Ohio Division of Liquor Control and to the investigative unit of the Ohio Department of Public Safety, all in accordance with ORC 4301.82(C) and 4301.82(F)(3).

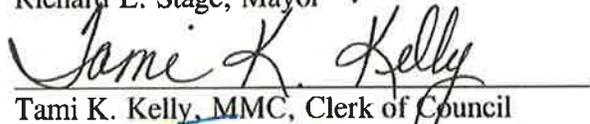
SECTION 11. This Ordinance shall take effect at the earliest date permitted by law.

Passed: 05-20-19
Effective: 06-20-19
Attest:

I certify that this ordinance is correct as to form.


Steven R. Robinette, President of Council


Richard L. Stage, Mayor


Tami K. Kelly, MMC, Clerk of Council


Stephen J. Smith, Director of Law

C-17-19

APPLICATION TO THE GROVE CITY
COUNCIL

for the establishment of a

GROVE CITY TOWN CENTER
DESIGNATED OUTDOOR REFRESHMENT
AREA



O.R.C. 4301.82

The Office of the Mayor of Grove City, Ohio respectfully submits the following application to the Grove City Council to approve and enact the Grove City Town Center Designated Outdoor Refreshment Area, in accordance with O.R.C. 4301.82

Submitted: _____

Richard L. Stage, Mayor

I. INTRODUCTION AND SUBMITTAL OF APPLICATION

Section 4301.82 of the Ohio Revised Code (O.R.C.) authorizes municipalities to create Designated Outdoor Refreshment Areas ("DORA"). To begin the process of creating a DORA, the municipality's Executive Officer may submit an application to City Council which meets certain statutory requirements. The application must be advertised for two consecutive weeks in a newspaper of general circulation within 45 days of the application submission to City Council. Not earlier than 30 days, but not later than 60 days, after the initial publication of the notice, City Council may approve, disapprove or modify the application.

In September 2018, the Heart of Grove City organization submitted a request that the City Council adopt legislation to create a DORA in the Grove City Town Center. Members of the Heart of Grove City organization met with Council Members and the Administration to discuss the desirability of such a project as well as the requirements for establishing a DORA.

The creation of a DORA is meant to serve as an economic tool to attract patrons to the Grove City Town Center and highlight the area as a destination for dining and entertainment. The purpose of this application is to request that City Council create and approve a Designated Outdoor Refreshment Area (DORA) in Grove City.

Section 1. Map of Proposed DORA, not exceeding 150 contiguous acres

Please refer to **Exhibit A** attached. In accordance with O.R.C. 4301.82 (B)(1), Exhibit A includes a map of the proposed DORA that does not exceed 150 acres in size. The proposed area is 15.81 acres in size.

Section 2. Nature and Types of Establishments located within the DORA

Please refer to **Exhibit B** attached. In accordance with O.R.C. 4301.82 (B)(2), Exhibit B lists the names and types of establishments located within the DORA.

Section 3. List of Qualified Permit Holders

Please refer to **Exhibit C** attached. In accordance with O.R.C. 4301.82 (B)(3), Exhibit C outlines the establishments within the DORA that currently have a D liquor permit which is the necessary permit required to participate in a DORA. The DORA will include not fewer than four (4) qualified permit holders. Grove City identified nine (9) qualified permit holders located in the DORA.

Section 4. Evidence that Use of Land within the DORA are in accord with Grove City's Comprehensive Plan

Please refer to **Exhibit D** attached. In accordance with O.R.C. 4301.82 (B)(4), Exhibit D shows a map of Grove City's zoning for the DORA that shows the uses of land within the DORA.

Section 5. Proposed Requirements for Ensuring Public Health and Safety within the DORA

In accordance with O.R.C. 4301.82(B)(5), the proposed requirements for ensuring public health and safety are included below. The Grove City Public Service Department will be responsible for maintaining the appearance and public health within the DORA.

Required Cups:

Those liquor permit establishments within the DORA selling alcohol that can be carried outside its permit area must provide special cups marked with the name of the establishment. The city will establish rules for the types and cost of cups. Cups shall be made of compostable material.

Law Enforcement Duties:

The Grove City Division of Police will be responsible for providing law enforcement services within the DORA. The city is divided into four (4) patrol districts with at least one officer assigned to each district. The DORA is in District 1 and the officers assigned to the district will have primary responsibility for providing services within the DORA.

The on-duty supervisor shall ensure that appropriate attention is provided to the DORA during the hours of operation. In the event a larger than normal number of people are in the DORA, the on-duty supervisor may assign additional officers, and/or assign an officer to specifically patrol the DORA. The use of foot patrol, bicycle patrol as well as the special operation bureau will be considered as alternate methods of patrolling in the DORA.

For special events in the DORA drawing large attendance, additional officers, other agency personnel and/or private security may be required as determined by the Safety Director.

Fire/EMS Responsibilities:

Jackson Township Fire Department will be responsible for providing Fire, Rescue and EMS within the DORA.

- Donald F. Miller Station 201 is located approximately 0.7 miles away from the closest boundary and one (1) mile from the farthest boundary. The estimated response time would be between one (1) and three (3) minutes to any area within the DORA.

For planned events in the DORA drawing large attendance, the Fire Chief may stage personnel and/or equipment in a location within or near the DORA to allow for an immediate response.

Sanitation:

Please refer to **Exhibit E** attached. Grove City has staff specifically allocated to the Town Center area to ensure the area remains clean. Grove City will install 12 additional refuse and recycling containers.

Signage:

Please refer to **Exhibit F** attached. Grove City will install 22 DORA signs as indicated, nine (9) on existing signposts and 13 on newly placed signposts. Portable signs may be used as needed.

Special Events:

Grove City is home to numerous events and festivals throughout the year including, but not limited to, Alumni Weekend, Homecoming, Wine and Arts Festival, Bourbon Festival, and other Heart of Grove City Events.

Grove City may require event organizers pay for special duty officers, private security or overtime for public service or safety personnel if necessary to ensure adequate health and public safety requirements are maintained at the event holders expense.

Outdoor Dining and/or Events on Property within the DORA:

Permit holders that sell alcoholic beverages as part of providing an outdoor dining area in Grove City's right of way (adjacent to the establishment), must obtain a right of way permit (or encroachment agreement) and meet the requirements of the Codified Ordinances for right of way use, the DORA, and the City's Outdoor Seating policy in the Town Center (Chapter 907.) The permit holder may not sell alcoholic beverages outside their liquor permit area. These policies will require the qualifying permit holder to submit sanitation and signage plans and a physical layout of the tables, chairs, and other facilities. Additionally, the permit review will ensure there are adequate pedestrian passageways and ingress/egress for emergency services is adequate. Failure to comply with the requirements of the permit can result in revocation.

Restaurants without a liquor permit and any other establishment within the DORA may allow patrons with DORA cups to enter their establishment if permitted by the owner.

Section 6. Designated Hours of Operation

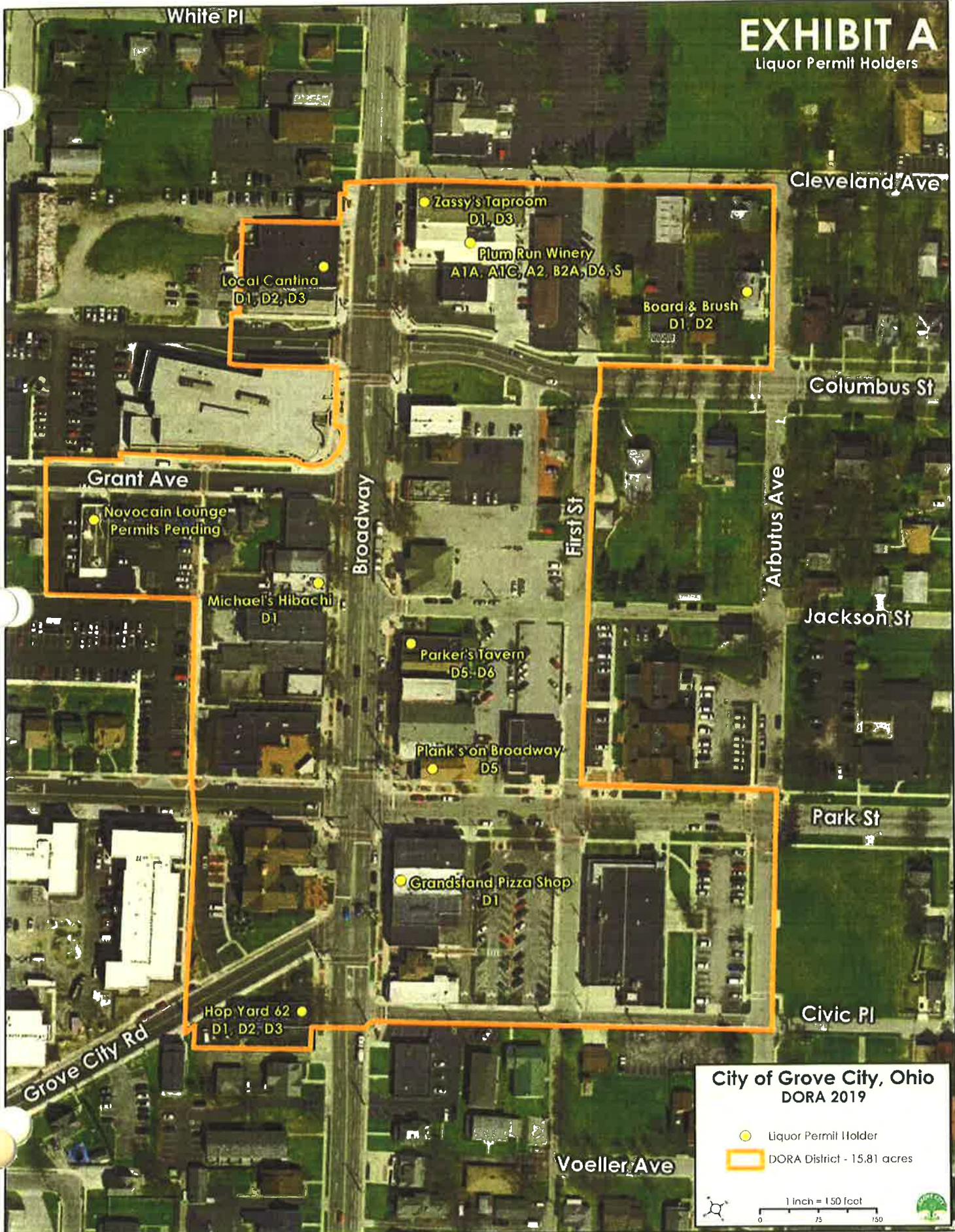
The hours of operation of the DORA will be Thursday, Friday and Saturday from 2:00 p.m. to Midnight. The days which the following events occur are specifically excluded:

Boo Off Broadway/Beggars Night;
Christmas Celebration;
Homecoming; and

Circumstances or situations determined by the Safety Director to be in the best interest of the community in maintaining public safety.

EXHIBIT A

Liquor Permit Holders



City of Grove City, Ohio
DORA 2019

-  Liquor Permit Holder
-  DORA District - 15.81 acres

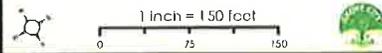


Exhibit B

3975	Arbutus Avenue, Suite A	Sonic Lounge Recording Studios
3937	Broadway	Hair Gallery and Day Spa
3937	Broadway Ste D	The Honey House
3937	Broadway Unit A-1	Vacant
3937	Broadway, Suite B	Country Hearth Primitives
3940	Broadway	Zassy's Tap Room and Home Décor
3946	Broadway	Grove City Brewing Company
3946	Broadway	Plum Run Winery
3952	Broadway	Kitty's Kottage
3952	Broadway	The Farm Table on 62
3968	Broadway	Vacant
3971	Broadway	Personal Expressions, LLC
3974	Broadway	White's Barber Shop
3980	Broadway	Roach Enterprises
3981	Broadway	Little Theatre Off Broadway
3984	Broadway	Tammy's Pizza of Grove City
3985	Broadway	Michael's Hibachi
3989	Broadway	Certify, Inc.
3989	Broadway	Cultivate
3989	Broadway	KatBro Marketing
3989	Broadway	Keller Williams
3989	Broadway	Rampart Websites and Mobile Apps
3989	Broadway	Sensus
3989	Broadway	Tammel Homecare Solutions
3989	Broadway	The Garden Bar
3989	Broadway	ViaForge
3989	Broadway Ste 275	Healthcare Revenue Services & Consulting
3995	Broadway	Grove City Visitors Center
3995	Broadway	Quick Square Consulting, LLC
3998	Broadway	Parkers Tavern
3999	Broadway	Shepherd Insurance Partners Inc
3999	Broadway, Suite A	Vacant
3999	Broadway, Suite B	Jeans Tax Service
4007	Broadway	Edward Jones Investments / Jeff Danziger, AAMS
4008	Broadway	Lilly's Kitchen Table
4009	Broadway	Capital City Cakes & Sweet Treats
4011	Broadway	Coldwell Banker King Thompson
4014	Broadway	Sharp's Grove City Auction Gallery

Exhibit B (continued)

4018	Broadway	Grove City Barber Shop
4022	Broadway	Plank's on Broadway
4026	Broadway	Marks Sports Cards Plus
4030	Broadway	Bowshier, Davitz & Rieser LLC
4030	Broadway	S.J. Parkway Properties, Inc.
4030	Broadway, Suite 100	Steve J. Edwards, Attorney at Law
4030	Broadway, Suite 300	Peters, Laura, Attorney at Law, LLC
4032	Broadway - 2nd Floor	Rise Yoga Ohio
4034	Broadway	Grandstand Pizza
4038	Broadway	Sommer House Gallery, Inc.
4002	Broadway	Never Grow Up Boutique
4050	Broadway	Transcend Coffee + Roastery
4056	Broadway	Broadway Cleaners LLC
4057	Broadway	Hop Yard 62
4063	Broadway	Total Platinum Salon
4063	Broadway, Suite B	A Classic Touch, Inc.
3323	Cleveland Avenue	Daystarz Childcare Center
3306	Columbus St	Board & Brush Grove City
3343	Columbus Street	The Hair Shoppe
3425	Grant Ave., Suite B	Novocain Lounge (pending)
3425	Grant Avenue, Suite A	John J. Dubos, D.D.S.
3449	Grove City Road	Heritage Cycles
3391	Park Street	Scruffy to Fluffy
3378	Park Street, Suite B	Southwest Franklin County Historical Society
3378	Park Street, Suite C	Grove City Town Center Inc.
3378	Park Street, Suite D	The Franklin County Genealogical & Historical Society
3378	Park Street, Suite E	Grove City Arts Council

Exhibit C

Business Name	DBA	Business Address	Permit Types	Permit #
MJG Design Co. LLC	Board and Brush	3306 Columbus St.	D1, D2	60699020010
Parkers Tavern LLC	Parkers Tavern	3998 Broadway	D5, D6	6713399
Planks Garden Inc.	Planks on Broadway	4022 Broadway	D5	69562980005
Kevin S. Bradley	Grandstand Pizza Shop	4034 Broadway	D1	0904575
Grey Beard LLC	Hop Yard 62	4057 Broadway	D1, D2, D3	3374329
Michael Cui, Inc.	Michaels Hibachi	3985 Broadway	D1	5903470
Local Cantina Grove City LLC	Local Cantina	3937 Broadway	D1, D2, D3	5253979
Zassy Taproom LLC	Zassy's Tap Room	3940 Broadway	D1, D3	9896574
Plum Run Vineyard LLC	Plum Run Winery	3946 Broadway	A1A, A1C, A2, B2A, D6, S	6970215
Novocain Lounge	Novocain Lounge	3425 Grant Ave	Pending	Pending

EXHIBIT D

Zoning Classification



City of Grove City, Ohio
DORA 2019

- Liquor Permit Holder
- DORA District - 15.81 acres

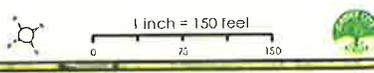
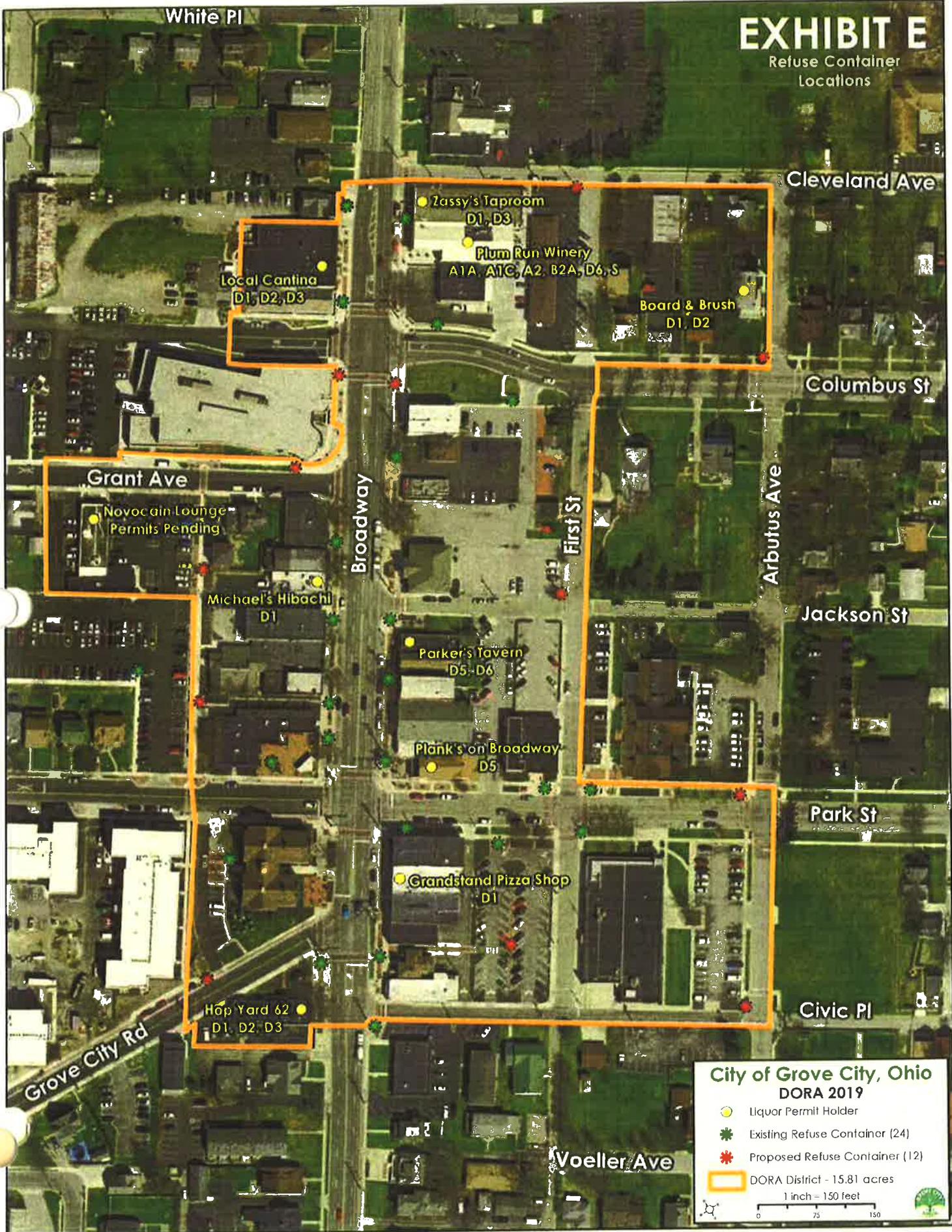


EXHIBIT E

Refuse Container Locations

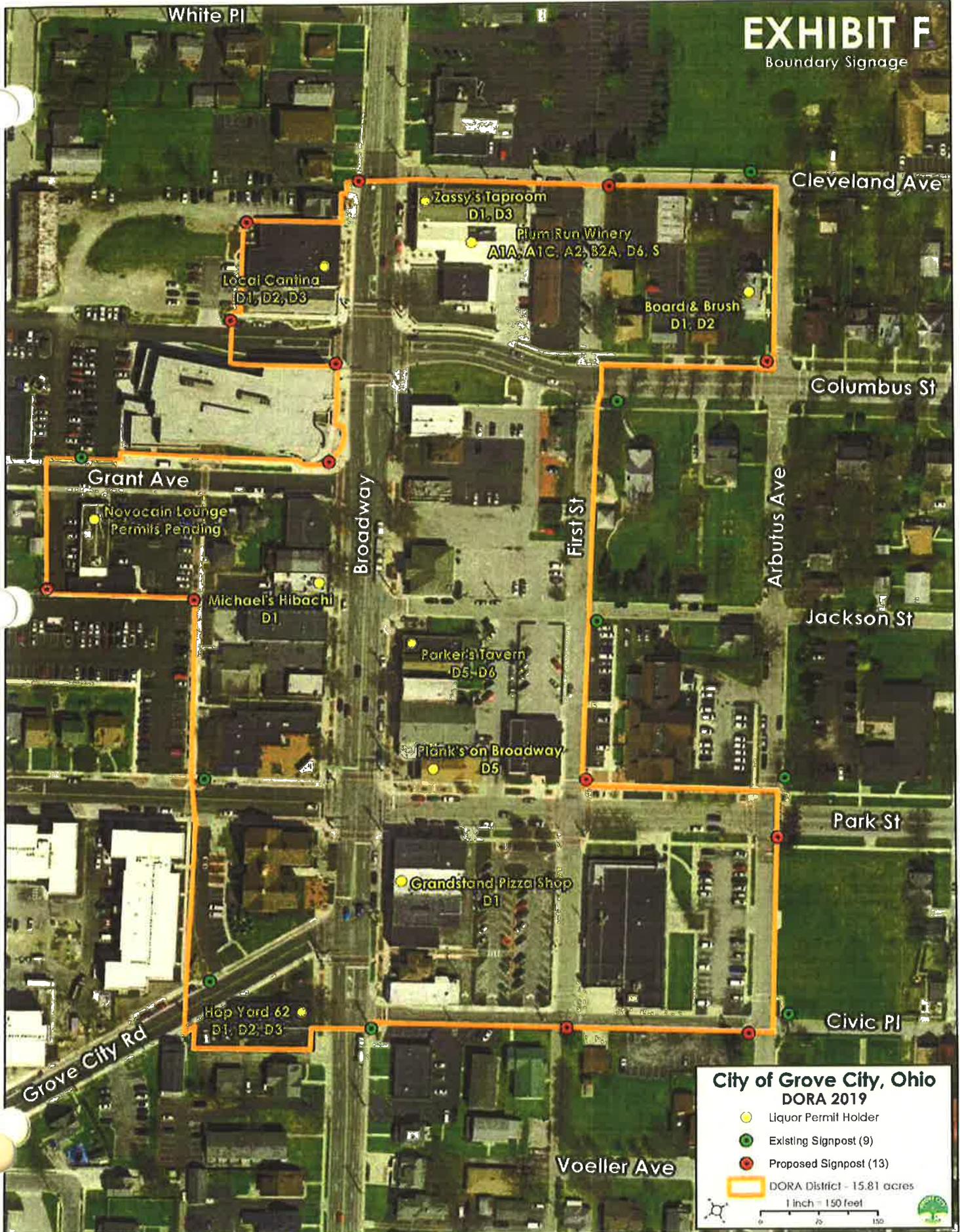


City of Grove City, Ohio DORA 2019

- Liquor Permit Holder
 - Existing Refuse Container (24)
 - Proposed Refuse Container (12)
 - DORA District - 15.81 acres
- 1 inch = 150 feet
-

EXHIBIT F

Boundary Signage



White Pl

Cleveland Ave

Local Cantina
D1, D2, D3

Zassy's Taproom
D1, D3

Plum Run Winery
A1A, A1C, A2, B2A, D6, S

Board & Brush
D1, D2

Columbus St

Grant Ave

Novacain Lounge
Permits Pending

Broadway

First St

Arbutus Ave

Michael's Hibachi
D1

Jackson St

Parker's Tavern
D5, D6

Plank's on Broadway
D5

Park St

Grandstand Pizza Shop
D1

Hop Yard 62
D1, D2, D3

Civic Pl

Grove City Rd

Voeller Ave

Date: 04-27-20
Introduced By: Mr. Holt
Committee: Finance
Originated By: Mayor Stage
Approved: _____
Emergency: _____
Current Expense: _____

No.: C-17-20
1st Reading: 05-04-20
Public Notice: 5-06-20
2nd Reading: 05-18-20
Passed: _____ Rejected: _____
Codified: _____ Code No: _____
Passage Publication: _____

ORDINANCE C-17-20

AN ORDINANCE TO REPLACE EXHIBIT "A" OF ORDINANCE C-09-19 TO APPROVE A TOWN CENTER COMMERCIAL REVITALIZATION GRANT PROGRAM

WHEREAS, on July 2, 2001, Council approved a Town Center Community Revitalization Grant Program with C-43-01; and

WHEREAS, on March 1, 2010, Exhibit "A" was updated and replaced with the approval of Ordinance C-03-10; and

WHEREAS, on May 20, 2013, Council repealed and replaced Ordinance C-03-10 with Ordinance C-29-13 to expand and define eligible projects and fund dispersal procedures; and

WHEREAS, on May 21, 2018, Council repealed and replaced Ordinance C-29-13 with Ordinance C-31-18 to expand the program boundaries to more closely match the Town Center Core in the GroveCity2050 Community Plan and to include the southern gateway in the Town Center; and

WHEREAS, on March 4, 2019, Council repealed and replaced Ordinance C-31-18 with Ordinance C-09-19 to expand the boundaries of the Broadway Corridor north to Southwest Boulevard to include more of the northern gateway area.

WHEREAS, it is the desire of the City to amend the TCCR Grant Program to expand the eligible projects to include repair and replacement of items, as well as demolition and clean-up in a building's interior due to a weather event to alleviate some of the burden these events may cause to a business.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GROVE CITY, STATE OF OHIO, THAT:

SECTION 1. "Exhibit A" of Ordinance No. C-09-19 is hereby replaced as shown in "Exhibit A", attached hereto and made a part hereof.

SECTION 2. This Ordinance shall take effect at the earliest date permitted by law.

Christine Houk, President of Council

Passed:
Effective:

Richard L. Stage, Mayor

Attest:

Tami K. Kelly, MMC, Clerk of Council

I certify that this

Exhibit "A"

TOWN CENTER COMMERCIAL REVITALIZATION (TCCR) GRANT PROGRAM

**What is the Town Center Commercial Revitalization Grant Program?**

The Town Center Commercial Revitalization (TCCR) Grant Program is designed to assist business and property owners with improving commercial buildings and properties for the betterment of Grove City as a whole. This program is an elaboration of a Community Development Block Grant (CDBG) obtained through the Franklin County Commissioners in 1978 which provided monies to match private funding for certain renovation projects. The program was ~~re-established~~ created in 2001 in the spirit of the 1987 Downtown Redevelopment Project and has undergone several program modifications to best serve the community. Today, it is based on the principles contained within the GroveCity2050 Community Plan and is focused on alleviating physical, socioeconomic and environmental challenges that are not present elsewhere in the community. ~~It was revised in 2009 following the completion of the 2008 Town Center Plan, and it has been recently revised to incorporate the principles of GroveCity2050 and other community plans, as well as expand the program's boundaries.~~

Program Description: Grant money is provided as a reimbursement and matched at \$.50 per \$1.00 of private investment up to a maximum of either \$5,000 or \$10,000 for eligible projects based on the location of the property within the program boundaries. The total reimbursement amount will be based on submitted quote(s) contained within and set as part of the approved grant application.

Eligible Geography: Commercial properties located in the Town Center Core and Broadway Corridor illustrated on Exhibit 1-A, attached hereto, are eligible to participate in the grant program. Program boundaries are generally based on the boundaries of the Town Center Core future land use in the GroveCity2050 Community Plan. Within the Broadway Corridor, only principal buildings fronting on Broadway are eligible for funding.

Eligible Participants: Owners and/or tenants of buildings and properties primarily used to conduct business, non-profit or not-for-profit activities within the program's boundaries may apply for a TCCR grant. Ineligible businesses include national chains, check cashing, sexually-oriented businesses, governmental or quasi-governmental agencies and other businesses determined by the City to be contrary to the goals and objectives of community plans. Eligibility of non-profit, not-for-profit organizations shall be determined by proof of 501(c) status. Portions of buildings occupied by ineligible businesses may make the building ineligible for program funds. The eligibility ~~Eligibility~~ of participants is at the sole discretion of the City.

Applicants requesting funding through the program must be current in their real estate property taxes and must be in good standing with all local, regional, state and federal taxing authorities. All properties participating in the program shall comply ~~be in compliance~~ with all applicable zoning, building and property maintenance standards.

Eligible Projects: Eligible projects are generally categorized into ~~four~~five types based on the nature of the proposed improvements. The following categories list examples of eligible improvements but do not represent an all-inclusive list. The Development Department is responsible for determining the eligibility of proposed improvements and said eligibility will remain at the sole discretion of the City. The City retains the right to approve an entire request, to approve portions of a request, suggest and/or ask for changes/additions to a request before approving or to deny any request or portion thereof. Building permit fees and professional design fees may be eligible for funding if associated with a project listed in the categories below.

1. Façade and exterior building improvement projects that will enhance/preserve the appearance and/or integrity of the structure (some examples provided below):

- Paint
- Tuck point
- Gutters
- Roofing
- Windows
- Doors
- Exterior Lighting
- Awning and canopies
- Signage (wall & window)
- Entryway enhancements
- Siding

2. Exterior site improvement projects that will enhance/preserve the appearance and character of the Town Center Core and Broadway Corridor (some examples provided below):

- Exterior furnishings (tables, chairs, benches and umbrellas)
- Bike racks (permanent)
- Permanent landscaping
- Sidewalk (new, repair and replacement)
- Signage
- Dumpster enclosures
- Parking lot enhancements and maintenance (striping, sealing, curb replacement and landscaping)
- Parking lot expansion, resurfacing and reconstruction (the use of permeable surfaces is strongly encouraged)

3. Exterior and/or interior building improvement projects that will protect the life, safety and welfare of occupants as well as the protection of surrounding structures and properties within Town Center Core and Broadway Corridor (some examples provided below):

- Structural repairs
- Emergency egress lights
- Accessibility improvements in accordance with **the** Americans with Disabilities Act (ADA) requirements
- Life safety projects (in order to comply with building and fire codes)

4. Utility improvement projects that will repair, replace or upgrade the mechanical facilities contained within or providing service to the structure (some examples provided below):

- Heating ventilation and air conditioning (HVAC)
- Electric service and circuits (excluding portable and plug-in electrical fixtures – e.g. light bulbs, fuses, window a/c units, etc.)
- Plumbing facilities (excluding new and replacement fixtures – e.g. sinks, toilets, etc.)
- Kitchen ventilation and suppression

5. Improvement projects that are not normally eligible for consideration but are deemed necessary by the City Administrator to mitigate substantial impacts resulting from significant weather-related events that occurred during a specific time period, not already covered by insurance (some examples are provided below):

- Cleanup and removal of water, dirt, and debris
- Moisture/mold remediation
- Flooring including subflooring, joists, and finishes
- Walls and stairs including framing, drywall, insulation, and painting
- Appliances including refrigerators/freezers (interior or exterior), ovens and dishwashers (excludes small appliances as determined by the City)
- Cabinets/Countertop
- Interior seating including tables, chairs and booths
- Interior doors
- Insurance claim deductible
- Projects contained under sections 3 and 4

Funding: Project funds are provided as a reimbursement and matched for qualifying projects at a rate of \$0.50 per \$1.00. The maximum award (or cumulative awards) for a given calendar year shall not exceed \$10,000 for projects in the Town Center Core and \$5,000 in the Broadway Corridor. Owners and/or tenants are eligible to reapply until the maximum award is reached for the given calendar year. The City determines the total reimbursement award based on the submitted quote(s) contained within the approved grant eligibility application. Costs exceeding the originally estimated amount may not be eligible for reimbursement. Additionally, an exceptional circumstance may be granted by City Council to increase the maximum award amount or to increase the City's portion of the grant match (or reduce the applicant's portion).

Projects that are submitted and approved in response to damage from a weather-related event as described above will be reimbursed at a rate of \$0.50 per \$1.00. The maximum award, regardless of being in the Town Center Core or the Broadway Corridor will be capped at \$10,000 for approved eligible projects, that are not already covered by insurance.

Exceptional Circumstances: If an applicant believes their proposed project warrants an exceptional circumstance for increased funding, an Exceptional Circumstance Request Form shall be submitted to the City for review by City Council demonstrating that at least three of the criteria below are satisfied.

- (1) proposed improvement will substantially enhance the vitality and appearance of the Town Center Core or Broadway Corridor;
- (2) proposed improvement will result in creation of jobs;
- (3) proposed improvement will result in the leveraging of additional economic investment and/or activity;
- (4) proposed improvement will result in the utilization of sustainable building and site design concepts;
- (5) proposed improvement will result in the attainment of a needed service or goal as set forth in the Town Center Plan;
- (6) proposed improvement will result in the attainment of a needed service or goal as set forth in the GroveCity2050 Community Plan;
- (7) proposed improvement will result in the maintenance and enhancement of exterior structures and their interior facilities;
- (8) proposed improvement will result in the update of building and facilities to meet current code requirements to better serve and protect the health, life and safety of their occupants; and
- (9) proposed improvement will result in substantially improved accessibility and compliance with current ADA standards.

Dispersal of Funds: Dispersed funds are to reimburse applicants for incurred expenses associated with approved project costs. Funds may be dispersed up to a maximum of two times during the duration of an approved project. Reimbursement requests will be processed upon the submission of proof of payment, photographs, inspection results and other needed documentation (as determined by staff) to verify the completion of the improvement.

Grant recipients are required to maintain records of expended funds and are to provide copies of all paid final invoices, paid receipts, inspection results and additional documentation demonstrating proper use of grant funds. Recipients not able to provide the necessary documentation/records will not be issued grant reimbursement funds.

This grant may be treated as income subject to Federal Income Tax. The City of Grove City is not liable for any tax implications resulting from the extension of this grant through the Town Center Commercial Revitalization Grant Program. See your tax advisor for clarification. The distribution of funds will be made in accordance with the guidelines stipulated by the Housing Officer of the City of Grove City.

Conflict of Interest: No official, employee or agent of the City shall have any personal interest, either direct or indirect, in the TCCR grant program, nor shall any such official, employee or agent participate in any decision relating to the TCCR grant program which affects his personal interests or the interests of any corporation, partnership or association in which he is, either directly or indirectly, interested. Additionally, work completed by applicants and/or property owners that hold ownership in any firm performing that work, or other instances in which the Development Department determines a conflict of interest is or may be present, shall be ineligible for TCCR funding.

Project Monitoring: Grant recipients must agree to allow any duly authorized representatives of the City of Grove City, at reasonable times and with twenty-four (24) hours prior notice, to have access to any portion of the project in which the City is involved and the period of such right to this access shall be until the City closes out the project.

Grant Approval Process:

STEP 1 Pre-Application Meeting: It is recommended that prospective applicants have a pre-submittal meeting with Development Department staff. Please contact the Development Department at 614-277-3004 to obtain an application.

STEP 2 Eligibility Application: This application is to determine if proposed projects are eligible for reimbursement and sets the maximum amount the City can reimburse. Eligibility is determined through project quotes and photos of the site's current conditions, and plans, drawings, and/or photos of what is proposed. Submittal requirements are set forth on the application form. Information the applicant provides will be used as the basis for evaluating the project. Applications will not be considered complete and eligible for participation in the program unless all items on the application are answered and all required attachments are included.

Applications submitted in response to a weather-related event, as described under Section 5, shall be accompanied by a letter from an insurance provider if a claim has or will be filed. At minimum the documentation shall contain line-item costs to summarize the total damage as well as the insured's payout amount for the event. Applicants not filing an insurance claim will be required to certify that they are not pursuing additional compensation outside of the TCCR program.

STEP 3 Eligibility Approval Letter: This letter is sent to applicants when an Eligibility Application has been approved listing the eligible projects and maximum eligible reimbursement. A Reimbursement Application is sent to the applicant with the Eligibility Approval Letter.

STEP 4 Permits Obtained: Participants in the grant program agree to obtain all necessary permits prior to the commencement of work and comply with all Grove City Ordinances.

- STEP 5 Work Completed: All projects shall be completed and have received approval of all required inspections prior to submittal of the Reimbursement Application. Approved projects should be completed within 180 days from the date of the approved Eligibility Application unless a written extension is granted by the Development Department.
- STEP 6 Reimbursement Application: This application is submitted after all work has been completed and received all necessary approvals (i.e. permits, inspections, approved plans, etc.). The Reimbursement Application determines the amount of possible reimbursement based on payments (i.e. paid invoices, copies of checks, credit card statements, etc.) and photos of the completed projects. Applications will not be considered complete and eligible for reimbursement unless all items on the application are answered and all required attachments are included.
- STEP 7 Funds Released: Funds are in the form of a check that can either be picked-up at City Hall or mailed.