



# GLENVILLE, NY

A Town of Good Neighbors

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**Christopher A. Koetzle**  
Supervisor

**James Martin**  
Town Councilman/Economic Development Liaison

**Alan Boulant**  
Town Councilman

**John Pytlovany**  
Town Councilman

**Gina Wierzbowski**  
Town Councilwoman

**James MacFarland**  
Deputy Supervisor

#### **Mission Statement**

Deliver the residents of Glenville an efficient, responsive, and affordable town government by providing exceptional services while striving to keep costs as low as possible.

#### **Vision Statement**

We envision a town of vibrant commercial corridors, safe neighborhoods, and strong housing values.



# R.E.D.I.

Revitalization and Economic Development Investment

## 2015 BUSINESS ENHANCEMENT GRANT PROGRAM

If you have questions, or for assistance with your application, please contact Kevin Corcoran of the Town of Glenville Economic Development and Planning Department at (518) 688-1200, ext. 407  
([kcorcoran@townofglenville.org](mailto:kcorcoran@townofglenville.org))

# PROGRAM

The Town of Glenville Business Enhancement Grant Program which is a new grant program starting in 2015, provides a 25% Town funding match (\$5,000 maximum grant, via reimbursement) for businesses who are seeking to make cosmetic improvements to their buildings and properties. This grant program will be funded through the Town's Revitalization and Economic Development Investment (REDI) fund.

## TOTAL 2015 FUNDS AVAILABLE

The Town will make available up to \$25,000 in funding through the REDI fund in 2015. This is a reimbursement program. Funding will be delivered only upon completion of the improvements and submission of a bill from the contractor/vendor to the Town for verification. This is a competitive grant program. Applications must meet eligibility criteria in order to be fundable. If the Town receives more eligible projects than there is funding available, grant awards may be less than requested.

## PROGRAM GOALS

The Business Enhancement Grant Program is being offered as a means to assist local businesses in funding cosmetic and site beautification elements that are often overlooked or delayed by business owners due to budget priorities. In providing funding for business enhancements, it is the intent of the program to improve the overall appearance of the Town's business community, to meet the objectives of the Town's various master plans, and to sustain existing business and thus benefit the economy of the Town.

## EXAMPLES OF BUSINESS ENHANCEMENTS

This grant program looks to fund projects that improve the appearance of businesses, as seen from public roads and street-side sidewalks, including buildings in which businesses are conducted and the grounds on which the businesses are located. Examples of business enhancements include:

- Improvements and alterations to building facades.
- The addition or replacement of decorative or ornamental building elements such as windows, exterior skirting, wall projections, dormers, arcades, porticos, porches, canopies, awnings, railings, columns, cornices, molding, lintels, etc.
- Landscaping in the front yards of businesses, with special emphasis on street trees, and trees and shrubbery that screen unattractive features such as exterior utilities, dumpsters, foundations, block building architecture, etc.
- Outdoor patios and seating areas, benches, bike racks, kiosks, clock towers, water features, and decorative trash receptacles.
- Pedestrian-scale decorative lighting.
- Elements NOT eligible for funding include the replacement or repair of roofs, the painting or staining of building exteriors, the repair, replacement, or expansion of paving, stormwater management or drainage improvements/enhancements, and the installation, repair, or replacement of signs.

## APPLICATION DEADLINE

Applications for funding will be accepted through 5:00 p.m. on Friday, May 15, 2015.

## ELIGIBILITY

In order to qualify for funding under this program, the applicant must meet all of the following criteria:

- The applicant shall be a business owner, business tenant or landowner on whose property a business is situated within the Town of Glenville or Village of Scotia.
- The business must be in compliance with the Town of Glenville or Village of Scotia Zoning Ordinance, depending on the location of the property, relative to land use. In other words, nonconforming businesses are not eligible for funding, unless the business was rendered nonconforming through no fault or action of the current owner or previous owners.
- The landowner must be current on property tax payments.
- The landowner or business owner shall not have been convicted of a violation of the New York State Building Code or the Glenville or Scotia Zoning Code, or convicted of a crime involving the subject business within the past three years.

## PRIORITIES FOR FUNDING

This grant program is open to all businesses in the Town of Glenville and Village of Scotia, subject to the eligibility criteria noted above. If there is a great deal of competition for funding, priority will be given to businesses that meet one or more of the following criteria:

- The business owner is also the property owner.
- The contractor who will do the improvements is Town of Glenville or Village of Scotia-based.
- The business is in a high visibility location on a high traffic volume road.
- The business is located within the geographic areas defined and mapped for the Town Center Master Plan or Freemans Bridge Road Master Plan.

## EXPIRATION OF FUNDING

All projects must be completed and a bill submitted to the Town from the contractor no later than December 31, 2015 in order for the grantee to be reimbursed for their project. Any work done after December 31, 2015, even if the Town has approved the project for funding, will not be eligible for reimbursement from the Town.

## APPLICATION REVIEW PROCESS

Applications for funding will be reviewed by a three person committee consisting of staff of the Town of Glenville Planning and Building Departments, as well as the Deputy Supervisor. During the course of its evaluation of the application, the committee may contact the applicant to verify or clarify information. The Town review committee will also consult with Village of Scotia officials regarding grant applications received for property within the Village.

## SIGN PERMIT

Grant recipients are still obligated to apply for a building permit, if necessary, from either the Town or Village Building Department prior to beginning the project.