



**VILLAGE OF PINGREE GROVE**

**ORDINANCE NO. 2022-O-18**

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**AN ORDINANCE ESTABLISHING AN INFRASTRUCTURE AND  
COMMERCIAL REDEVELOPMENT ASSISTANCE GRANT PROGRAM  
FOR THE VILLAGE OF PINGREE GROVE, KANE COUNTY, ILLINOIS**

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PASSED BY THE PRESIDENT AND BOARD OF TRUSTEES  
OF THE VILLAGE OF PINGREE GROVE, KANE COUNTY, ILLINOIS  
THIS 16<sup>TH</sup> DAY OF MAY 2022

PUBLISHED IN PAMPHLET FORM BY AUTHORITY  
OF THE PRESIDENT AND BOARD OF TRUSTEES  
OF THE VILLAGE OF PINGREE GROVE, KANE COUNTY, ILLINOIS  
THIS 16<sup>TH</sup> DAY OF MAY 2022

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FOR THE VILLAGE OF PINGREE GROVE, KANE COUNTY, ILLINOIS**

**WHEREAS** the Village of Pingree Grove (the “Village”) is not a home rule municipality within Article VII, Section 6A of the Illinois Constitution and, pursuant to the powers granted to it under 65 ICLS 5/1-1 *et seq.*; and,

**WHEREAS**, the Village continues to experience significant residential growth while reserving land for commercial development opportunities; and,

**WHEREAS**, the Village desires to facilitate the economic development of the Village; and,

**WHEREAS**, the Village published an economic development incentive program that, among other things, is designed to achieve long-term goals of the Heritage District Master Plan; and,

**WHEREAS**, the Village desires to facilitate business expansion and investment in permanent improvements in or around the Heritage District; and,

**WHEREAS**, defined economic incentives and an objective qualification process will reduce risk to program participants seeking to invest in qualifying infrastructure and commercial redevelopment within the grant program area; and,

**WHEREAS**, the Village Board hereby determines the creation of an infrastructure and commercial redevelopment assistance grant program is desirable and in the best interest of the public and the Village.

**NOW, THEREFORE**, be it ordained by the President and Village Board of Trustees as follows:

**SECTION 1: ESTABLISHMENT OF AN INFRASTRUCTURE AND COMMERCIAL REDEVELOPMENT ASSISTANCE GRANT PROGRAM.**

The Infrastructure and Commercial Redevelopment Assistance Grant Program (the “Program”) is hereby established within the limitations of the geographic area defined on Exhibit “A” (the “Program Area”) and incorporated herein.

**A. Funding**

The Village President and Board of Trustees, on an annual basis, shall determine the amount of funding for the Infrastructure and Commercial Redevelopment Assistance Grant Program as part of the annual fiscal year budget and set at an amount deemed appropriate at the time. The following types of funding and maximum limits are established for the Program:

1. *Qualified Permanent Infrastructure Improvements Grant:* Up to \$25,000.00 reimbursement of actual costs incurred, not to exceed 50% of the total investment in qualified improvements.
2. *Qualified Permanent Interior Building Improvements Grant:* Up to \$20,000.00 reimbursement of actual costs incurred, not to exceed 50% of the total investment in qualified improvements.

**B. Eligibility**

Eligible applicants for the Program must be one of the following:

1. Property owner of an existing or proposed retail building(s) within the Program Area; or,
2. Retail business owner proposing to open a new location or expand the indoor retail floor-area of their existing business by 50% or greater, all within the Program Area.

**C. Program Requirements**

1. Award of a grant requires approval of the Village Board in its sole discretion. The Village Board reserves the right to approve, deny, and/or apply conditions to any and all applications, in its sole discretion.
2. Grant funds shall be disbursed by the Village only after all improvements are constructed pursuant the approved plans and the business is open and operating.
3. Applicants shall provide certified receipts for all qualified expenses.
4. No more than one grant of each type (Infrastructure / Interior Building) shall be awarded to a business or property owner during any five-year period.

**D. Application Requirements**

An application shall be required for any funding request under the Program. The application shall, at a minimum, include the following:

1. Legal name of the entity applying for grant assistance (the "Applicant").
2. The property for which grant assistance is sought (the "Property").
3. The building and or unit number (the "Building") for which grant assistance is sought, if applicable.
4. Identification of the Applicant's interest in the Property and/or building.
5. If the Applicant is not the owner of the Property or Building, authorization from such owner(s) to perform the proposed improvements.
6. The amount of grant assistance sought.
7. Identification of all proposed improvements and detailed estimate of their cost.
8. Identification of proposed qualified improvements and detailed estimate of their cost.
9. Identification of the proposed business, percentage of its retail sales-tax producing activities, anticipated number of employees, and hours of operation, as applicable.
10. Timing of business opening/expansion, as applicable.
11. Statement of how the improvements and/or the business will contribute to achieving Village goals.

12. Signature of the Applicant acknowledging the terms of the Program.

E. Qualified Permanent Infrastructure Improvements Defined

Qualified Permanent Infrastructure Improvements shall include the following:

1. Sewer and/or water service, exclusive of tap-on connection fees.
2. Grease trap.
3. On-site asphalt or concrete parking surface and curbing.
4. Improvements to comply with the Americans with Disabilities Act (ADA).
5. Stormwater management.
6. Code-compliant exterior lighting.

F. Qualified Permanent Interior Building Improvements Defined

Qualified Permanent Interior Building Improvements shall include the following:

1. Structural modifications to enhance the structure's retail viability.
2. Electrical, including electrical service upgrades.
3. Plumbing.
4. Fire suppression and/or kitchen hoods.
5. Flooring.
6. Bathroom remodeling to comply with the Americans with Disabilities Act (ADA).

G. Ineligible Expenses

The following expenses shall not be eligible for grant assistance under any circumstance:

1. Acquisition of land or building(s)
2. Rent or mortgage payments
3. Debt service of any kind
4. Working capital
5. Marketing and advertising
6. Payroll
7. Day-to-day operating expenses
8. Moving expenses
9. Business consulting expenses
10. Exterminator services
11. Equipment
12. Inventory
13. Signage
14. Fees charged by any regulatory agency

H. Application Review Procedure

Upon receipt of a complete application, as determined by the Village Manager or his/her designee, the Village Manager or his/her designee shall:

1. Determine if the application and all supporting documents are within the parameters of the Program.
2. For those applications and supporting documents determined by the Village Manager to be within the parameters of the Program shall be scheduled for

presentation to the Village Board or an appropriate sub-committee thereof (the "Public Review Body") within sixty (60) days.

3. Upon presentation to the Public Review Body, the Public Review Body shall review:
  - a. Eligibility of the application and amount of grant requested.
  - b. Appropriateness of the grant requested pursuant the Program and application review criteria.
  - c. Proposed improvements and if any revisions are necessary or desirable.
4. If the Public Review Body finds the application merits further consideration, review of the application may be continued to a future public meeting.
5. If the Public Review Body is a sub-committee of the Village Board, such committee shall forward all applications recommended for award of grant to the Village Board for final action. Any application for grant which fails to receive such committee's positive recommendation for award of grant shall be denied.
6. The Village Board shall determine any and all awards of grant to be authorized under the Program.

I. Application Review Criteria

The standards to be applied in determining whether to approve or deny an application for grant assistance under the Program shall include, but not be limited to:

1. Contribution to the community retail mix.
2. Quality of business plan.
3. Size of business operation.
4. Type of business operation.
5. Job creation.

J. Appeals

Applicants under the program may appeal decisions as follows:

1. Determinations as to the completeness of an application may be appealed to the Village President if filed in writing within five (5) business days of a written determination that the application is not complete and shall state the reason(s) the application is complete. The Village President's decision shall be final.
2. Determinations as to compliance with parameters of the Program may be appealed to the Village President if filed in writing within five (5) business days of a written determination that the application is not within the parameters of the Program and shall state the reason(s) why the application complies with the parameters of the Program. The Village President's decision shall be final.
3. In the event an action of a sub-committee of the Village Board results in the denial of an application under the Program, the applicant and property owner may jointly submit a written appeal to the Village Board within five (5) business days of the sub-committee's action, stating the reason(s) the application is complete, the reason(s) proposed improvements comply with the parameters of the Program,

and the reason(s) the Village Board should overturn the decision of the sub-committee of the Village Board's action.

4. All determinations of the Village Board are final.

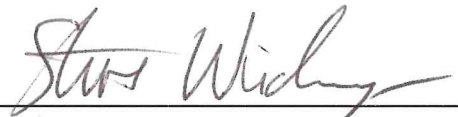
**SECTION 2: GENERAL PROVISIONS:**

**REPEALER:** All ordinances or portions thereof in conflict with this ordinance are hereby repealed.


**SEVERABILITY:** Should any provision of this Ordinance be declared invalid by a court of competent jurisdiction; the remaining provisions will remain in full force and affect the same as if the invalid provision had not been a part of this Ordinance.

**EFFECTIVE DATE:** This Ordinance shall be in full force and effect on and after its approval, passage and publication in pamphlet form as provided by law.

**PASSED AND APPROVED** by the President and Board of Trustees of the Village of Pingree Grove, Kane County, Illinois this 16<sup>th</sup> Day of May 2022, by roll call vote.

  
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Steve Wiedmeyer, President of the Board of Trustees  
of the Village of Pingree Grove

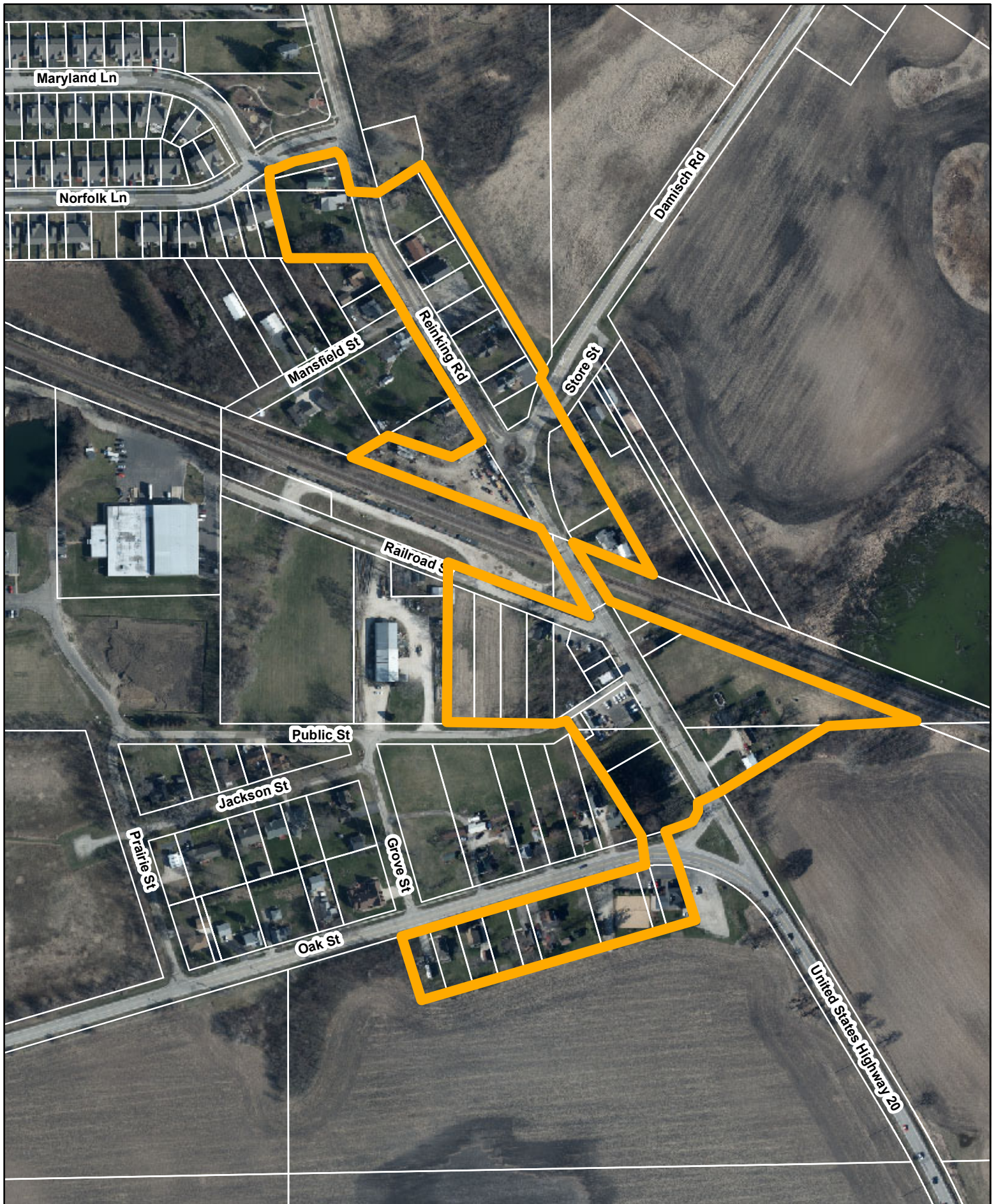
ATTEST:

  
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Laura L. Ortega, Clerk of the Village of Pingree Grove



	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
President Steve Wiedmeyer				
Trustee Patricia Dulkoski	✓			
Trustee Joseph Hirschbein	✓			
Trustee Amber Kubiak	✓			
Trustee Charles Pearson	✓			
Trustee Luke Hall	✓			
Trustee Michael Mette	✓			





**Exhibit "A"**  
**Infrastructure & Commercial Redevelopment Assistance Grant Program Area**

