

# BERGENFIELD SPECIAL IMPROVEMENT DISTRICT

## Visual Improvement Committee Grant Programs

www.BergenfieldSID.org    Contact: Diana Vitrano Diana@donsmartt.com    Phone 201 384-8555

**Program Overview:** The Bergenfield SID Visual Improvement Committee (VIC) provides assistance to commercial property owners and businesses located within the Bergenfield SID with grants for facade/sidewalk, sign & awning replacement, rear entrance and parking lot striping and directional signage.

The SID Visual Improvement Committee (VIC) has identified a need to provide assistance to:

1. Promote the physical and economic revitalization of the Bergenfield business district.
2. Create an aesthetically pleasing shopping environment.
3. Create a defined and complementary streetscape/street retail environment through the improvement of facades, rear entrances, and signage.

**Funding Source:** Funds are allocated from the SID's budget. Applicants will compete for the funds through a simple competitive application process. Applications will be reviewed and awarded on a first come, first serve basis. Applications will be reviewed and awarded at the discretion of the SID Board of Directors.

All proposed designs must be consistent with the design criteria established by the National Trust for Historic Preservation's National Main Street Center. Guidelines for various design elements are found on the website BergenfieldSID.org.

The Visual Improvement Committee Grant Programs are:

- **Facade/Sidewalk Grant:** Facade/sidewalk improvements may be funded on a 2-1 matching basis up to 50% of the project cost, at a grant maximum amount of \$7,500. Fifty percent (50%) or more of the current total sidewalk must be considered hazardous. If an applicant wishes to utilize a material other than the 'concrete' replacement where concrete currently exists as an enhancement, such as brick pavers, the BSID will reimburse up to 50% of the cost of comparable 'concrete' replacement for the same area. Blacktop replacement will not be considered for this grant. The Borough's requirement for concrete sidewalk replacement can be found on the website. Facade/sidewalk changes may require a building permit from the Building Department.
- **Rear Entrance Grant:** Rear entrance improvements may be funded on a 3-1 matching basis up to 33% of the project cost, at a grant maximum of \$2,500. Rear entrance changes may require a building permit from the Building Department.
- **Sign/Awning Replacement Grant:** Signs/Awnings may be funded on a 2-1 matching basis up to 50% of the cost, at a grant maximum of \$2,000. Sign composition, letter and size must be approved in advance of installation or purchase. All proposed improvements must reflect a quality of design so as to be generally compatible in size, arrangement, materials selection, typography and colors with regard to adjacent commercial storefronts while also promoting the individual business. Sign entrance changes must meet all local ordinances and may require a building permit from the Building Department.
- **Parking Lot Restriping and Directional Signage Grant:** Striping and directional signage may be funded on a 2-1 matching at a grant maximum of \$750. All parking lot striping and signage must comply with the Bergenfield Borough ordinances and Police regulations (i.e. fire hazards and handicapped parking).

**Considerations and Criteria:** For a list of Considerations and Criteria, visit the District's website.

**Application Review:** Projects will be judged on a project by project basis by the VIC Committee, who meet monthly to review applications and make recommendations to the SID Board. All funding is discretionary. If awarded, the SID is not obligated to give the maximum amount allowed in each category, and may award grants in an amount less than the amount requested. Grants are prohibited from use on any new building/property construction/development. Applications must be approved in advance of installation or purchase and must comply with requirements of the Borough of Bergenfield Construction Code. Reimbursement occurs after submission and approval of invoices.

### **Applications must include:**

- Photographs of the building/property as it exist. Where site work is involved, photographs should include existing ground conditions around site, adjacent buildings, trees, benches, trash containers, etc.
- Written description of the project including design drawings of the proposed work, indicating materials, accurate scale and colors.
- Written estimates from contractors for construction (or work) prior to award of contract. A list of contractors who have previously done work in the BSID is available at www.BergenfieldSID.org.

Continued on back panel

- Copies of Borough building or other permits. Plans and projects must comply with Borough and Building Code Regulations.
- Proof of payment, as evidenced by copy of check, signed receipt by contractor or other acceptable evidence that payment in full has been made and must be provided prior to the issuance of any grant payment.

Incomplete applications or projects completed prior to the grant application submission will not be considered. Grant recipients who have received prior grant funding will be reviewed on an individual basis for additional grants.

For further information and other materials relating to this program, assistance or guidance, contact

**Bergenfield Special  
Improvement District, Inc.**  
201 384-8555  
[www.BergenfieldSID.com](http://www.BergenfieldSID.com)

Donald Smartt, Administrator  
201 384-8555  
[Don@donsmartt.com](mailto:Don@donsmartt.com)

## **BERGENFIELD SPECIAL IMPROVEMENT DISTRICT**

---

Visual Improvement Committee  
Grant Program Information

---

### **Want to make a visual improvement to your business?**



Grant Programs Available:

---

**Facade/Sidewalk & Rear  
Entrance Improvements**

---

**Sign & Awning  
Replacement**

---

**Parking Lot Restriping &  
Directional Signage**