



# Village of Minerva's Downtown Revitalization Program

## Program Purpose

The Village of Minerva's Downtown Revitalization Program is designed to support building owners & tenants in revitalizing & preserving the historic charm of Minerva's Downtown District. The program encourages visual enhancements that contribute to a more attractive, vibrant, & economically active downtown.

## Available Funding

Grants are awarded on a **first-come, first-reviewed** basis until funds are depleted.

- **Grant Awards:** Up to **75% reimbursement** of eligible project costs.
- **Maximum Grant Per Property:** \$10,000
- **Minimum Project Size:** \$1,000 in total costs

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## Eligible Applicants

- Property owners or commercial tenants.  
(*with property owner's written consent*)
- Properties located within the officially designated Downtown District.
- Applicants *must* be in good standing with the Village.  
(*no outstanding taxes, fees, or code violations*)

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## Eligible Improvements

Funds may be used for improvements that enhance the exterior of downtown buildings, including:

- **Signage:** New or restored signs, externally lit only.
- **Awnings:** New installation, repair, or replacement (*canvas or fabric only*).
- **Painting:** Exterior painting that complements the downtown color palette.
- **Windows:** Repair or replacement of damaged or non-historic windows.
- **Architectural Restoration:** Restoration of historic architectural features.
- **Other Façade Enhancements:** As approved by the Village Design Review Board.



### Ineligible Uses:

- Roof Repairs
- Routine Maintenance
- Interior Improvements
- Non-Permanent Landscaping
- Vinyl or Plastic Signage/Awnings

### Application Process

1. **Pre-Application Meeting:**  
Optional but encouraged, meet with the Village Administrator or Zoning Administrator to discuss your project.
2. **Submit Application Package**, including:
  - Completed Application Form
  - Proof of Ownership or Signed Approval from Property Owner
  - Photos of Current Building Conditions
  - Project Description and Itemized Cost Estimate
  - Material/Color Samples and Signage/Awning Drawings (*if applicable*)
  - Timeline for Project Completion
3. **Review & Approval:**
  - Applications are reviewed by the Village Design Review Board.
  - Notification of approval, denial, or revision within 30 days.
4. **Project Completion & Reimbursement:**
  - Work must be completed within 6 months of approval. (*extensions may be granted*)
  - Final inspection and submission of receipts required for reimbursement.
  - All projects must be completed by May 1, 2026.

### Review Criteria

- Visual impact of the project on the Downtown District.
- Consistency with Village of Minerva Downtown Design Standards.
- Appropriateness of materials and colors.
- Feasibility and readiness of the proposed project.
- Long-term benefit to the downtown aesthetic.

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### Post-Award Requirements

- Grantees **must** display a small Village-provided decal in their window during construction:  
“This project was supported by the Village of Minerva’s Downtown Revitalization Program.”
- Projects **must** be maintained in good condition for at least 5 years following completion.