



Grow Your Home Improvement Program



Village of Niles Grow Your Home Improvement Program

The Village of Niles is offering financial assistance to property owners who have a need to increase the living space of their property.

Property owners who qualify for the Grow Your Home Improvement program (GYH) will receive a permit fee waivers/relief of up to \$5,000 for significant improvements.

Introduction

The Economic Development and Neighborhood Renewal Commission established a Housing Sub-Committee in August 2017 to examine current housing conditions in Niles. Its goal was to look at the Villages housing stock and what could potentially be done to encourage people to make improvements to the housing stock that would encourage young and growing families to locate or stay in Niles. The Sub-Committee concluded that, in general the housing stock in Niles would be considered “starter housing” with a typical Niles home in the 900 to 1,100 square foot range with three bedrooms and one bathroom and on a 50 foot wide lot. This type of the housing typically does not provide the modern amenities that growing families are looking for and the size of the lot may limit the room needed to accommodate first floor additions. Therefore, for growing and/or young families to choose Niles, or to choose to stay in Niles, a house may need an addition to accommodate changing housing needs. An addition can be a costly endeavor and may discourage families from deciding to stay or locate in Niles.

Therefore, the sub-committee decided to explore incentives to encourage investment into the Niles housing stock and also provide the Village with a marketable program that can be used to attract new residents to the community.

To accomplish this, the Economic Development and Neighborhood Renewal Housing Sub-Committee chose to focus upon a program that offers reductions or elimination of permit fees as the desired program path.

Program Goals

To provide assistance to encourage property owners to improve the Niles housing stock and encourage young and/or growing families to stay, or locate in Niles.

A successful Grow Your Home Improvement Program will increase property values and improve the housing stock to provide for the modern amenities and living conditions of today’s young and/or growing families.

Program Details

Property owners who own single-family homes are eligible to participate in the program. Eligibility is limited to one time only per address. This program is not available for commercial or multi-family properties. **Previous home improvements do not qualify for a fee waiver/reduction.**

Applications are on a case-by-case basis and shall be limited to the first 20 applications each fiscal year (May 1 to April 30). If there are more qualified applications than the program can support, remaining applications will be considered for funding in the following fiscal year.

- General Requirements
 1. Proof of ownership.
 2. Submittal of a Grow Your Home Improvement Program Preliminary Application, which specifies the significant improvements to be completed to the property.
 3. An on-site inspection conducted prior to the application being processed.
 4. The property owner is responsible for correcting all zoning and property maintenance related code violations identified during the on-site inspection and prior to release of waiver fees.
 5. Property owner has no outstanding debt to the Village.

- Grow Your Home Improvement Program Assistance
 1. Property owners applying for the Grow Your Home Improvement Program may be eligible for a permit fee reduction/waiver of up to \$5,000 for significant improvements.
 2. Significant Improvements are defined as first or second additions that:
 - Increases the number of bedrooms
 - Increases the number of bathrooms
 - Creates larger living spaces
 - Renovated existing kitchens that creates additional square footage
 - Renovated bathrooms that creates additional square footage
 - Any renovation shall increase the overall size of the habitable area of the structure by a minimum of 100 square feet

Note: Renovations that do not add to the square footage of habitable space within the residence will not be eligible.

 3. Significant Improvements must comply with all zoning & building code regulations.
 4. Submit a complete program application, architectural drawings and permit applications within 120 days of preliminary application approval.

Program Procedures

The Village reserves the right to modify this administrative program as well as policies, procedures and rules adopted under the program as a result of the information and experience compiled through the program.

- Procedural steps for the overall program are as follows:
 1. Property owner should review the Home Improvement Assistance Program packet and determine if the proposed project meets the definition of “Significant Improvements”.
 2. Property owner establishes intent to participate in the program by submitting a preliminary application for the program.
 3. Upon receipt of application and proof of ownership the Village will schedule an on-site visit of the property.
 4. Village Inspector conducts an on-site visit.
 - a. Meets with property owner to discuss program and intended improvements
 - b. Inspects property for zoning and property maintenance code violations
 - c. Identifies and discusses violations that must be corrected prior to the application being processed and/or violations that must be addressed through the completion of the project.
 5. Property owner submits final program application, construction drawing and building permit application for review.
 6. Fee waiver/reduction up to \$5,000 is applied to qualifying applications.
 7. Permit for the work is issued
 8. Construction and regular building inspections will be conducted until completion of the project.

The Village of Niles assumes no responsibility for any defective work or other damage, injury or loss resulting from any act of negligence by the contractor or property owner while constructing the approved improvements.

The Village of Niles reserves the right to budget more or less for this program each year, or terminate the program.

**VILLAGE OF NILES
PRELIMINARY
HOME IMPROVEMENT ASSISTANCE
APPLICATION FORM**

OFFICE USE
Date of Initial Submittal: _____

Property Owner Name: _____

Address: _____

No. of Years Owned: _____ No. of Years Lived in Niles: _____

Family Size: _____

Phone: (Daytime) _____ (Cell) _____

E-mail Address: _____

Briefly Describe Work: _____

Estimated Cost for Project: \$ _____

Square Footage Added: _____

What interested you in applying for the Grow Your Home Improvement Program (Reason for the Addition)? :

Estimated Owner Age Range (Circle One):

20-30 30-40 40-50 50-60 60-70 70-80 80+

Submittal Checklist:

- Completed Home Improvement Assistance Preliminary Application Form
- Proof of Ownership (Tax Bill and a utility bill Nicor or Comm Ed)

If approved and I receive a waiver/reduction of Village fees, I understand that all work will be constructed and maintained in accordance with Village Ordinances.

(Signature of Property Owner): _____ Date: _____

Submit complete application to Home Improvement Assistance Program, Village of Niles, 1000 Civic Center Drive, Niles, IL 60714. ATTN: Community Development Department