

DOWNTOWN LANSING INC.



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DESIGN ASSISTANCE SELECTION CRITERIA

Downtown Lansing Inc.
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Ste. 101
Lansing, MI 48933

When a “Design Assistance Request Form” is completed and turned into the local Main Street manager, the design committee should use this selection criteria sheet as a tool in reviewing, evaluating and selecting projects to receive Michigan Main Street’s (MMS) Design Services. The criteria are to help ensure that the committee has a fair, formal, and objective process for making its decisions.

Each criterion should be given a score based on the points available. The high scoring projects should be given priority. Please submit only appropriate projects. A MMS community can select up to three (3) projects per year with a maximum of fifteen (15) projects. *The property must be located within the designated local Main Street area and be zoned for commercial or mixed-use.* Individual owner-occupied or rental residences are not eligible to receive design assistance.

IMPLEMENTATION. It is important that all applicants who receive design assistance implement their projects within the next 12 months. Is the applicant committed to taking the time, doing their due diligence, hiring contractors, and spending the money to implement the project? Does the applicant have the required financial backing to complete the proposed work? *(0 – 15 points)*

NEED. Priority for design assistance should go to those projects with a real need for help. What is the real need for the project? Does the community-at-large consider the building to be an eye-sore? Are the façade and/or storefront in danger of being lost or compromised due to deferred maintenance? Have inappropriate changes in the past left the façade with an undesirable appearance? Are windows, bricks, or cornices in danger of falling off of the building? Is the building in danger of demolition due to neglect? *(0 – 5 points)*

SIGNIFICANCE. What is the significance of the resource? Is it contributing to a National Register listed district? Is it individually eligible for listing in the National Register? Buildings that are less than 50 years of age, unless they have exceptional significance, should be a low priority. *(0 – 5 points)*

VISIBILITY. It is important during the first year of the Main Street program that positive visual change begins to happen. How visible is the building façade? A prominent building, or one that is located on the corner of a main intersection, should be a higher priority than a rear façade off an alley, or one that is a block or two off the main travel routes. (0 – 5 points)

APPROPRIATENESS. All design recommendations provided through MMS design assistance must comply with the *Secretary of the Interior's Standards for Rehabilitation*. In general, most property owners will not be familiar with the Standards. Is the applicant open to different design solutions and a project that will conform to the Standards while achieving their personal/professional goals? Has the applicant attended basic design/historic preservation training? Does the applicant understand their project could have a positive or negative effect on the visual appearance of the downtown? Will the applicant learn from the experience and be positive in sharing that experience with other property owners? An applicant who is already committed to a certain appearance for their building façade may not be the best applicant at this time. (0 – 5 points)

SIMPLICITY. Large or complex projects are probably not advisable. Simple and achievable projects should be the priority. A simple project could be one that is a typical, single bay, two-story storefront vs. a complex, 6 bay, 4-story storefront. In addition, simplicity of ownership may be a consideration. A single building/business owner who is solely responsible for decisions about the building should take priority over a building with multiple owners or partners, an absentee owner, or a building that is divided with multiple owners. (0 – 5 points)

TOTAL POINTS. (40 total possible points)

Notes/Comments: _____
