



Meeting Agenda  
Business Development Commission  
August 14, 2024, 6:30 p.m.  
234 S. State St. Hampshire, IL 60140

1. Call to Order
2. Public Comments
3. Review of Meeting Minutes from July 10, 2024
4. Downtown Signage
5. Beautification Committee Report
  - A. Updates on approved façade applications
    - i. Stitching on State
    - ii. The Kave
    - iii. State Farm Insurance
    - iv. Farmers Insurance
  - B. Fiscal Year 2025 Façade Grant Application - Review & Recommendation
    - i. Delta Yoga - 184 S. State St.
    - ii. Multiple Businesses - 124-172 S. State St.
    - iii. State Farm - 185 S. State St.
    - iv. Style on State - 165 S. State St.
    - v. The Kave - 123 Washington Ave.
6. Food Truck/Trailer Regulations
7. Update On New Businesses and Existing Businesses in the Village
8. New Business
9. Adjournment

**VILLAGE OF HAMPSHIRE**

234 S. State Street, P.O. Box 457, Hampshire, IL 60140-0457  
847-683-2181 phone / 847-683-4915 fax

**[hampshireil.org](http://hampshireil.org)**

Attendance: By Public Act 101-0640, all public meetings and public hearings for essential governmental services may be held by video or tele conference during a public health disaster, provided there is an accommodation for the public to participate, and submit questions and comments prior to meeting. If you would like to attend this meeting by Video or Tele Conference, you must e-mail the Village Clerk with your request no later than noon (12 PM) the day of the meeting. A link to participate will be sent to your e-mail address, including all exhibits and other documents (the packet) to be considered at the meeting.

Recording: Please note that all meetings held by videoconference will be recorded, and the recordings will be made public. While State Law does not required consent, by requesting an invitation, joining the meeting by link or streaming, all participants acknowledge and consent to their image and voice being recorded and made available for public viewing.

Accommodations: The Village of Hampshire, in compliance with the Americans with Disabilities Act, requests that persons with disabilities, who require certain accommodations to allow them to observe and/or participate in the meeting(s) or have questions about the accessibility of the meeting(s) or facilities, contact the Village at 847-683-2181 to allow the Village to make reasonable accommodations for these persons.



**Village President**  
Mike Reid, Jr.

**Village Trustees**  
Heather Fodor  
Aaron Kelly  
Toby Koth  
Lionel Mott  
Laura Pollastrini  
Erik Robinson

Village of Hampshire  
Business Development Commission  
Wednesday July 10, 2024 – 6:30 PM  
Hampshire Village Hall  
234 S State St, Hampshire, IL 60140

## MEETING MINUTES

The regular meeting of the Business Development Commission of Hampshire was called to order by Commissioner Martin in person on July 10th, 2024.

### 1. Call to order at 6:34 pm

In-person: Commissioners Liz Martin, Bill Swalwell, David Pizzolato, Karen Trzaska, Trustee Aaron Kelly, and Assistant Village Manager for Development Mo Kahn.

Virtual: None

Absent: Commissioners Meagan Rago and Jill Van Reit

Roll call confirmed - (quorum established)

### 2. Public Comments:

- None

### 3. Meeting Minutes Approval From June 12<sup>th</sup>, 2024:

- Commissioner Swalwell moved to make a motion to approve the meeting minutes from June 12<sup>th</sup>, 2024.
  - Second by Commissioner Pizzolato
  - Motion carried by voice vote:
    - Ayes: Martin, Swalwell, Kelly and Pizzolato
    - Nays: None
    - Abstained: Trzaska
    - Absent: Van Reit and Rago

### 4. Downtown Signage

- The Commission discussed the approval that was voted on by the BDC to change the current signage ordinance in late 2023, has not yet been voted on by the Planning & Zoning Commission. Assistant Village Manager Kahn will prepare examples of other like ordinances from other villages and will bring them to August's BDC meeting to discuss what changes should be recommended moving forward.

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5. Beautification Committee Report

A. Commissioner Swalwell presented that the following facade application updates as follows:

- o Stitching on State – The exterior work is 95% complete.
- o The Kave – Their revised façade application for the second story work has been submitted and will go up for review at the next Beautification Committee meeting in the coming weeks.
- o State Farm Insurance – The only remaining item is the awning out front with their agent's logo.
- o Farmers Insurance – This project is complete.
- o There are currently two applications that have been officially submitted for consideration. These include one for the Kave and one for the barbershop that is slated to open later this year.

B. Downtown Wayfinding Signage

- o Assistant Village Manager Kahn advised that Village Manager Hedges is working with the sign company, which is finalizing their quote. In addition, the Public Works department confirmed they can install the signage once they arrive.

6. Hampshire's Very Own

- Currently, Jeanie Mayer of the Chamber of Commerce produces both business articles for the Village and for the Chamber. Ms. Mayer indicated that this can be combined, and Commissioner Martin will contact her to confirm. If so, this item will be removed from the BDC's agenda moving forward.

7. Update on New or Existing Businesses in the Village

- Assistant Village Manager Kahn advised discussed the following updates with the Commission:
  - o Neon Cow is officially open as of July 9<sup>th</sup>.
  - o There are ongoing discussions for the potential development of a gas station on the southeast corner of Big Timber and US Route 20.

8. New Business

- Commissioner Martin indicated that Commissioner Rago will be stepping down from the BDC. The BDC thanks her for her contributions and wishes her the best in the future. The BDC will begin to accept applications to join the Commission.
- The Commission also discussed the lack of participation with Commissioner Van Reit since her appointment. Commissioner Martin will discuss with Mayor Reid the next steps for her involvement with the BDC.
- Commissioner Pizzolato would like to discuss the BDC's ideas for the development of the vacant land on the south side of Route 72 (from French Rd. to Romke Rd.) at August's meeting.

9. Adjournment

- Commissioner Martin moved to make a motion to adjourn at 7:47 pm.
  - o Second by Commissioner Pizzolato
  - o Motion carried by voice vote:

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- Ayes: Martin, Swalwell, Trzaska, Kelly and Pizzolato
- Nays: None
- Absent: Van Reit and Rago

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## Agenda Supplement

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**TO:** Business Development Commission  
**FROM:** Mo Khan, Assistant Village Manager for Development  
**FOR:** Business Development Commission Meeting on August 14, 2024  
**RE:** Prohibited Graphics in Downtown Special Graphics Area

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**Background:** The Business Development Commission has discussed prohibiting internally illuminated or backlit wall signs in the downtown area.

**Analysis:** Village staff has drafted proposed text amendment to Sec. 6-12-2 of the Hampshire Zoning Ordinance that regulates prohibited graphics in the Village. The language reads that internally illuminated or backlit wall signs will be prohibited in the Downtown Special Graphics Area, which are defined by the following streets:

1. State Street from Allen Road to Jackson Avenue
2. Washington Avenue from State Street to Elm Street
3. Jefferson Avenue from Park Street to Elm Street
4. Rinn Avenue from Park Street to State Street

Village staff also eliminated festoon lighting as a prohibited graphic as the Village has installed its own festoon lighting in the downtown area. Additionally, the Village has adopted outdoor lighting regulations, which will regulate lights such as festoon lighting so as not to be a nuisance.

**Documents Attached:**

1. Red-Line Text - Sec. 6-12-2
2. Clean Text - Sec. 6-12-2

## 6-12-2: PROHIBITED GRAPHICS

The following community graphics are prohibited:

- A. Attention-getting devices, unless they are specifically permitted by another section of this Article.
- B. Flashing signs, except public information signs.
- C. Moving signs.
- D. Projecting signs.
- E. Portable signs, except as may be permitted under the authority for temporary signs.
- F. ~~Festoon lighting~~Back-lit or internally illuminated wall signs in the Downtown Special Graphics Area, defined as those properties front on the following streets, inclusive of the intersections of these roadways:
  - 1. State Street from Allen Road to Jackson Avenue;
  - 2. Washington Avenue from State Street to Elm Street;
  - 3. Jefferson Avenue from Park Street to Elm Street; and
  - 4. Rinn Avenue from Park Street to Sate Street.
- G. Roof signs.
- H. Vehicle signs.
- I. Any sign or sign structure which constitutes a hazard to public health or safety, as determined by the enforcement official.
- J. Signs, which, by reason of size, location, content, coloring or manner of illumination, obstruct the vision of drivers or obstruct or detract from the visibility or effectiveness of any traffic sign or control device on public streets and roads, as determined by the enforcement official.
- K. Signs which makes use of words such as “stop”, “look”, “one-way”, “danger”, “yield”, or any similar words, phrases, symbols, lights, or characters in such a manner as to interfere with, mislead, or confuse traffic.
- L. Any on premises sign which advertises a business no longer conducted or a product no longer sold on the premises where such signs are located.
- M. Any off premises signs which advertises a business no longer conducted or product no longer sold.
- N. Signs on trees, utility poles, or public property.

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## Agenda Supplement

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**TO:** Business Development Commission  
**FROM:** Mo Khan, Assistant Village Manager for Development  
**FOR:** Business Development Commission Meeting on August 14, 2024  
**RE:** Sign Size/Area in Downtown Special Graphics Area

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**Background:** The Business Development Commission has discussed amending the size/area of a sign allowed in the Downtown Special Graphics Area. The Downtown Special Graphics Area is defined by the following streets:

1. State Street from Allen Road to Jackson Avenue
2. Washington Avenue from State Street to Elm Street
3. Jefferson Avenue from Park Street to Elm Street
4. Rinn Avenue from Park Street to State Street

**Analysis:** Village staff researched sign size/area allowance for nearby communities and the following is a summary of the findings:

### Wall Signs:

1. 80 ft.<sup>2</sup> when building is setback less than 100 ft. from property line. (Elgin)
2. 1.5 ft.<sup>2</sup> per lineal foot of building frontage. (South Elgin)
3. 1 ft.<sup>2</sup> per lineal foot of building frontage. (Huntley)
4. 3 ft.<sup>2</sup> per lineal foot of building frontage or 80 ft.<sup>2</sup>, whichever is less. (Gilberts)
5. 3 ft.<sup>2</sup> per lineal foot of building frontage of 120 ft.<sup>2</sup> when building is less than 200 ft. from the property line (Hampshire)

### Awning Signs:

1. 25% of the front façade wall area. (Elgin)
2. 30% of the area of the awning. (South Elgin)
3. 25% of the area of the awning. (Huntley)
4. 50% of the area of the smallest face of the awning. (Gilberts)
5. No separate size/area limitation for awning signs (Hampshire)



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## Agenda Supplement

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**TO: Business Development Commission**  
**FROM: Mo Khan, Assistant Village Manager for Development**  
**FOR: Business Development Commission Meeting on August 14, 2024**  
**RE: FY2025 Façade Grant Application - Consideration & Recommendation**

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**Background:** The Village offers a Façade Grant program for businesses in the Downtown area that seek to renovate and refresh the building's street facing façade. For Fiscal Year 2025, \$50,000 in potential grants was budgeted.

**Analysis:** The Village has received five grant applications so far for the Façade Grant program. The first step in the grant awarding process is for review and recommendation by the Beautification Committee. The Beautification Committee met on July 29<sup>th</sup> to review and provide a recommendation to the Business Development Commission on the five grant applications received. The table below provides a summary of the proposed improvement, project amount, and potential grant amount to be awarded:

<b>Business</b>	<b>Address</b>	<b>Project Description</b>	<b>Project Amount</b>	<b>50% Award Amount</b>	<b>75% Award Amount</b>
Delta Yoga	184 S. State	Projecting Sign	\$1,493.80	\$746.90	\$1,120.35
Multiple Businesses	124-172 S. State	7 Concrete /Stone Exterior Roof Finials	\$3,055	\$1,527.50	\$2,291.25
State Farm	185 S. State	Awning & Sign	\$3,590	\$1,795.00	\$2,692.50
Style on State	165 S. State	Façade Renovation	\$27,300	\$13,650.00	\$20,475.00
The Kave	123 Washington	Windows	\$16,925	\$8,462.50	\$12,693.75
			<b>Total:</b>	<b>\$26,181.90</b>	<b>\$39,272.85</b>
			<b>Remaining:</b>	<b>\$23,818.10</b>	<b>\$10,727.15</b>

**Documents Attached:**

1. Delta Yoga - Façade Grant Application
2. Multiple Businesses - Façade Grant Application
3. State Farm - Façade Grant Application
4. Style on State - Façade Grant Application
5. The Kave - Façade Grant Application



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## FAÇADE IMPROVEMENT PROGRAM APPLICATION

### Applicant Information:

Name: Katie Abdul-Hagg Phone: [REDACTED]  
Address: 809 Mark Ln. Email: [REDACTED]  
Hampshire, IL 60140

### Property Owner Information (if different from applicant):

Name: Dominic Ranallo Phone: [REDACTED]  
Address: 143 Timber Ct. Email: [REDACTED]  
Gilberts, IL 60136

### Property Information

Business Name: Delta Yoga Total Eligible  
Expenses: \$ 1493.80  
Address: 184 S. State St. Hampshire Parcel Identification  
Number: \_\_\_\_\_

### Proposed Improvements (Check all that apply):

- |   |   |
|---|---|
| <input type="checkbox"/> Brick Cleaning                               | <input type="checkbox"/> Original architectural features repair and replacement |
| <input type="checkbox"/> Awnings                                      | <input type="checkbox"/> Exterior doors   |
| <input type="checkbox"/> Tuck Pointing                                | <input type="checkbox"/> Windows and window frames                              |
| <input type="checkbox"/> Exterior Lighting                            | <input type="checkbox"/> Shutters   |
| <input type="checkbox"/> Painting                                     | <input type="checkbox"/> Stairs, porches, railings                              |
| <input type="checkbox"/> Streetscape elements                         | <input type="checkbox"/> Roof   |
| <input checked="" type="checkbox"/> Wall facade repair or improvement | <input type="checkbox"/> Exterior improvements for ADA                          |
| <input type="checkbox"/> Landscaping                                  | <input type="checkbox"/> Other: _____   |

**Description of proposed work:**

I have attached a quote from Marengo Signs to create and install a projecting, two-sided business sign as pictured.

**Acknowledgement:**

I agree to comply with the guidelines and standards of the Village of Hampshire facade Improvement Assistance Program and I understand that this is a voluntary program under which the village has the right to approve or deny any project or proposal or portions thereof.

  
Applicant Signature

2/4/2024  
Date

Katie Abdul-Hagg  
Print Name

If the applicant is other than the owner, the owner must complete the following:

I certify that I am the owner of the property located at 184 S. State St. Hampshire Hampshire, IL, and that I authorize the applicant to apply for assistance under the Village of Hampshire Facade Improvement Program and undertake the approved improvements.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

**Description of proposed work:**

I have attached a quote from Marango Signs to create and install a projecting, two-sided bus sign as pictured.

**Acknowledgement:**

I agree to comply with the guidelines and standards of the Village of Hampshire Facade Improvement Assistance Program and I understand that this is a voluntary program under which the village has the right to approve or deny any project or proposal or portions thereof.

  
Applicant Signature

2/4/2024  
Date

Katie Abdul-Hayy  
Print Name

If the applicant is other than the owner, the owner must complete the following:

I certify that I am the owner of the property located at 189 S. State St Hampshire Hampshire, IL, and that I authorize the applicant to apply for assistance under the Village of Hampshire Facade Improvement Program and undertake the approved improvements.

  
Signature

2/11/2024  
Date

Dominic J. Ravallo  
Print Name

Katie Abdul-Hayy  
Print Name





  
DELTA YOGA  
*Step. Stretch. Community.*







DELTA YOGA

*Yoga. Strength. Community*

# Estimate



**Marengo Signs Inc.**  
221 E. Grant Hwy  
Marengo, IL 60152  
ph. (815) 568-2902  
fax  
email: ryan@marengosigns.com

Estimate: 22183

Printed 11/14/2023 11:16:05AM

Description: **Hanging Sign Installed**

Prepared For: Katie Abdul-Haqq

Company: Delta Yoga

ph: (630) 339-6959

Dear Katie:

Thank you for considering Marengo Signs for your sign needs. The quotation we discussed is attached below. If you have any questions, please don't hesitate to call me at (815)-568-2902.

Sincerely,

Ryan Varney  
Store Manager

Product	Font	Qty	Sides	Height	Width	Unit Cost	Install	Item Total
1 Miscellaneous		1	1	16	50	\$325.00	\$0.00	\$325.00
<b>Color:</b>	White							
<b>Description:</b>	Sign Bracket							
<b>Added:</b>	Welded steel back plate for reinforcement							
<b>Text:</b>								
2 .080 Aluminum		1	2	33	44	\$515.00	\$0.00	\$515.00
<b>Color:</b>	Blue							
<b>Description:</b>	2 Sided Aluminum Sign Panel							
<b>Text:</b>	Delta Yoga							
3 Installation		1	0	0	0	\$595.00	\$0.00	\$595.00
<b>Color:</b>								
<b>Description:</b>	Installation of sign bracket on building							
	Secure sign to bracket							
<b>Text:</b>								

Notes:

Line Item Total:	\$1,435.00
Tax Exempt Amt:	\$595.00
Subtotal:	\$1,435.00
Taxes:	\$58.80
Total:	\$1,493.80

Company: Delta Yoga  
184 S State St  
Hampshire, IL 60140

Received/Accepted By: \_\_\_\_\_

/ /



Village of Hampshire  
234 S. State Street, Hampshire, IL 60140  
Phone: 847-683-2181 • www.hampshireil.org

## FAÇADE IMPROVEMENT PROGRAM APPLICATION

Collective facade work

### Applicant Information:

Name: Embassy Const., Inc. Phone: [REDACTED]  
Address: PO Box 760, Hampshire Il. 60140 Email: [REDACTED]

### Property Owner Information (if different from applicant):

(collectively)

(4) Name: Copper Barrel, Hampshire Social, Phone: [REDACTED]  
Address: Dreyfeller + Kray & Peterson Fuels Email: [REDACTED]

### Property Information:

encompassing 4 business owners collectively

Business Name: Co Copper Barrel, etc. Total Eligible

Expenses: \$ 3,055.00

Address: 172 - 124 S. State St. Parcel Identification

Number: 0121479015 above all 4 exterior facades  
clo: State + Oak, LLC

### Proposed Improvements (Check all that apply):

- |  |   |
|--|---|
| <input type="checkbox"/> Brick Cleaning                    | <input checked="" type="checkbox"/> Original architectural features repair and replacement <u>7 concrete/stone exterior finials</u> |
| <input type="checkbox"/> Awnings                           | <input type="checkbox"/> Exterior doors   |
| <input type="checkbox"/> Tuck Pointing                     | <input type="checkbox"/> Windows and window frames  |
| <input type="checkbox"/> Exterior Lighting                 | <input type="checkbox"/> Shutters   |
| <input type="checkbox"/> Painting                          | <input type="checkbox"/> Stairs, porches, railings  |
| <input type="checkbox"/> Streetscape elements              | <input type="checkbox"/> Roof   |
| <input type="checkbox"/> Wall facade repair or improvement | <input type="checkbox"/> Exterior improvements for ADA  |
| <input type="checkbox"/> Landscaping                       | <input type="checkbox"/> Other: _____   |

**Description of proposed work:**

Furnish & install (7) Seven stone finials  
to the upper exterior facade of 4 business.  
172, 148, 140, & 124 S. State St, Hampshire  
(custom finial casing -molding to replicate  
existing).

**Acknowledgement:**

I agree to comply with the guidelines and standards of the Village of Hampshire facade Improvement Assistance Program and I understand that this is a voluntary program under which the village has the right to approve or deny any project or proposal or portions thereof.

[Redacted Signature]

Applicant Signature

7.24.24

Date

LOREI A WARD - Embassy Construction, Inc.

Print Name

If the applicant is other than the owner, the owner must complete the following:

I certify that I am the owner of the property located at 172 State St, Hampshire  
Hampshire, IL, and that I authorize the applicant to apply for assistance under the Village of  
Hampshire Facade Improvement Program and undertake the approved improvements.

[Redacted Signature]

Signature

7.24.24

Date

Randall G. Stevenson

Print Name



Village of Hampshire  
234 S. State Street, Hampshire, IL 60140  
Phone: 847-683-2181 • www.hampshireil.org

## FAÇADE IMPROVEMENT PROGRAM APPLICATION

### Applicant Information:

Name: Tyler Mulhall Phone: [REDACTED]  
Address: 825 Redwood Dr. Cary, IL 60013 Email: [REDACTED]

### Property Owner Information (if different from applicant):

Name: Mark Sychowski Phone: [REDACTED]  
Address: 114 N Main St Elburn, IL 60119 Email: [REDACTED]

### Property Information

Business Name: Tyler Mulhall State Farm Total Eligible Expenses: \$3,590  
Address: 185 S State St. Hampshire, IL 60140 Parcel Identification Number: 01-22-352-006

### Proposed Improvements (Check all that apply):

- |  |   |
|--|---|
| <input type="checkbox"/> Brick Cleaning                    | <input type="checkbox"/> Original architectural features repair and replacement |
| <input checked="" type="checkbox"/> Awnings                | <input type="checkbox"/> Exterior doors   |
| <input type="checkbox"/> Tuck Pointing                     | <input type="checkbox"/> Windows and window frames                              |
| <input type="checkbox"/> Exterior Lighting                 | <input type="checkbox"/> Shutters   |
| <input type="checkbox"/> Painting                          | <input type="checkbox"/> Stairs, porches, railings                              |
| <input type="checkbox"/> Streetscape elements              | <input type="checkbox"/> Roof   |
| <input type="checkbox"/> Wall facade repair or improvement | <input type="checkbox"/> Exterior improvements for ADA                          |
| <input type="checkbox"/> Landscaping                       |   |
| <input type="checkbox"/> Other                             |   |

### Description of proposed work:

Black awning on front of building with white State Farm logo and lettering.

I agree to comply with the guidelines and standards of the Village of Hampshire facade Improvement Assistance Program and I understand that this is a voluntary program under which the village has the right to approve or deny any project or proposal or portions thereof.

  
Applicant Signature

5/23/24  
Date

Tyler Mulhall  
Print Name

If the applicant is other than the owner, the owner must complete the following:

I certify that I am the owner of the property located at 185 S State St.,  
Hampshire, IL, and that I authorize the applicant to apply for assistance under the Village of Hampshire Facade Improvement Program and undertake the approved improvements.

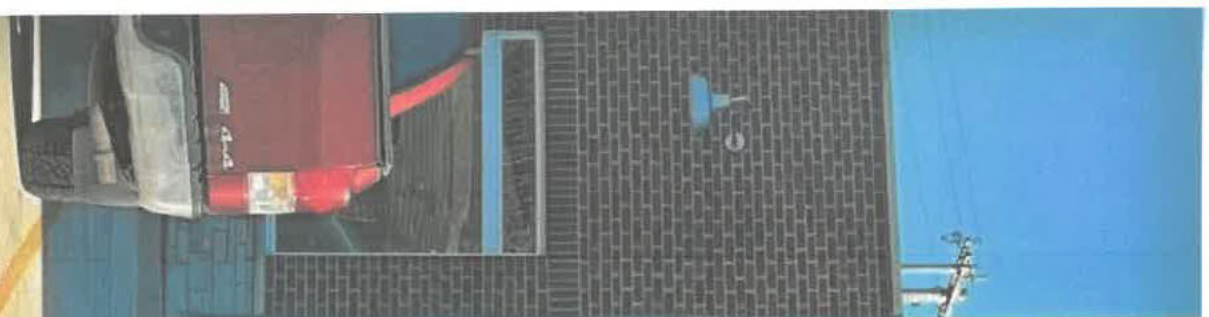
  
\_\_\_\_\_

  
Signatures

7/15/24  
Date

  
\_\_\_\_\_

\_\_\_\_\_  
Print Names



Tyler Mulhall Age

**State Farm**

847-683-7400

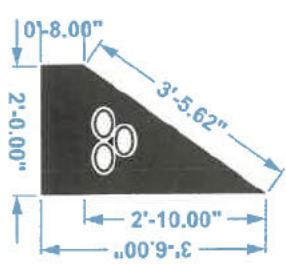
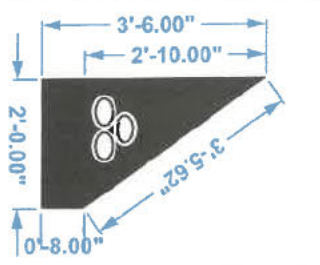
Auto - Home

Life - Health

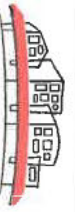
Providing Insurance and  
Financial Services







**GRAPHICS SIZES:**  
 State Farm logo(grouped) = 17.25" tall x 119.50" wide  
 Ovals logo(grouped) = 8.5" tall x 12.75" wide  
 Tyler Mulhall, Agent(grouped) = 4.6" tall x 44.813" wide (3.67" Cap Height)  
 847-683-7400 = 3.27" tall x 26.471" wide

CLIENT	State Farm - Tyler Mulhall		DRAWING DESCRIPTION	Graphics Approval Sheet		AWNING COVER MATERIAL	Sumbrella #4608 Black		REVISION BY	DATE	 <b>THATCHER OAKS</b> COMMERCIAL AWNING 450 W. WRIGHTWOOD AVENUE ELMHURST, IL 60126 PHONE: (630) 833-5700 FAX: (630) 833-5795
SALES REP	Allison		DRAWN BY	Renato		GRAPHIC APPLICATION	SGS				
ORDER #	735493		DATE	7/24/2024		GRAPHIC COLOR(S)	White				
CLIENT APPROVAL			SCALE								

Rover  
Scanned to No.



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234 S. State Street, Hampshire, IL 60140  
Phone: 847-683-2181 • www.hampshireil.org

### FAÇADE IMPROVEMENT PROGRAM APPLICATION

**Applicant Information:**

Name: David Callahan Phone: [REDACTED]  
Address: 45W 816 Park Rd. Email: [REDACTED]  
HAMPSHIRE

**Property Owner Information** (if different from applicant):

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Email: \_\_\_\_\_

**Property Information**

Business Name: STYLE ON STATE Total Eligible  
Expenses: \$27,300  
Address: 165 S. State St. Parcel Identification  
Number: 01-22-352-005

**Proposed Improvements** (Check all that apply):

- Brick Cleaning
- Awnings
- Tuck Pointing
- Exterior Lighting
- Painting
- Streetscape elements
- Wall facade repair or improvement
- Landscaping
- Original architectural features repair and replacement
- Exterior doors
- Windows and window frames
- Shutters
- Stairs, porches, railings
- Roof
- Exterior improvements for ADA
- Other: \_\_\_\_\_

## Application Process

1. **Preliminary Review:** An applicant must first meet with the Downtown Beautification Subcommittee Chair prior to completing the application to determine if the property/building and the proposed improvements are eligible for the program and to review the application requirements. The applicant then submits a completed application and required supplemental materials to the Village Clerk and the Downtown Beautification Subcommittee Chair for review at the next subcommittee meeting.

### **An application for the Facade Improvement Program must include the following:**

- Completed and signed Facade Improvement Program Application (attached)
- TBD.  IRS form W-9 Request for Taxpayer Identification Number and Certification
- Current photographs of the property to be improved - all elevations visible from the public right of way.
- Historical photograph of the property to be improved-if possible.
- Drawings/renderings of the proposed improvements. (Drawings do not have to be professional but must be to scale so that the Village can understand the proposed project.)
- Color and material samples, if relevant.
- Written description of the scope of the proposed project,
- Estimates of costs for all proposed improvements.

2. **Commission Review:** Upon approval, the subcommittee chair presents the application to the Business Development Commission (BDC). The commissioners will review the project and may ask for modifications. Upon approval, the application is sent to the Village Board with a recommendation for funding.
3. **Board Review:** The Village Board will review the application and recommendation from the BDC. Upon approval, the applicant must enter into a written Façade Improvement Agreement with the Village as a condition of the grant and prior to commencing work on the project. Once the agreement is signed by the applicant (and owner if necessary) and the Village President, work may start.

## Changes

In the event changes in project improvements or costs from the previously approved plan are being considered, the grantee must obtain approval to have these changes funded by the program. The grantee must first send changes and supporting documents to the Downtown Beautification Subcommittee Chair to present to the BDC for review. The commissioners will then make a recommendation for a change in funding to the Village Board. The final decision will be given at the Village Board level. If approved, the Village and the grantee will enter into a new Façade Improvement Agreement, and the grantee may continue with the changes. If unapproved, the grantee may move forward with the project but will only be eligible for reimbursement for the previously approved improvements. Unapproved changes are not eligible for reimbursement.

## Completion of Work

All improvements must be completed within six months of the execution of the Facade Improvement Agreement. A six-month extension may be allowed in the discretion of the Village

I agree to comply with the guidelines and standards of the Village of Hampshire facade Improvement Assistance Program and I understand that this is a voluntary program under which the village has the right to approve or deny any project or proposal or portions thereof.

  
Applicant Signature

July 23, 2024  
Date

David Callahan  
Print Name

If the applicant is other than the owner, the owner must complete the following:

I certify that I am the owner of the property located at 165 S. State Street, Hampshire, IL, and that I authorize the applicant to apply for assistance under the Village of Hampshire Facade Improvement Assistance Program and undertake the approved improvements.

\_\_\_\_\_

\_\_\_\_\_ Date

Signature(s)

\_\_\_\_\_

Print Names

Hello Hampshire!

We are David and Sue Getzelman/Callahan, long time residents of Hampshire and graduates of Hampshire High School.

We have purchased 165 S. State Street and are presently working on the build-out for a Long time needed "Barber Shop" as well as a Hair Salon and Women's Boutique!

We feel that two separate entrances are A must, in order to service both Men and Women, as well as improve ADA needs.

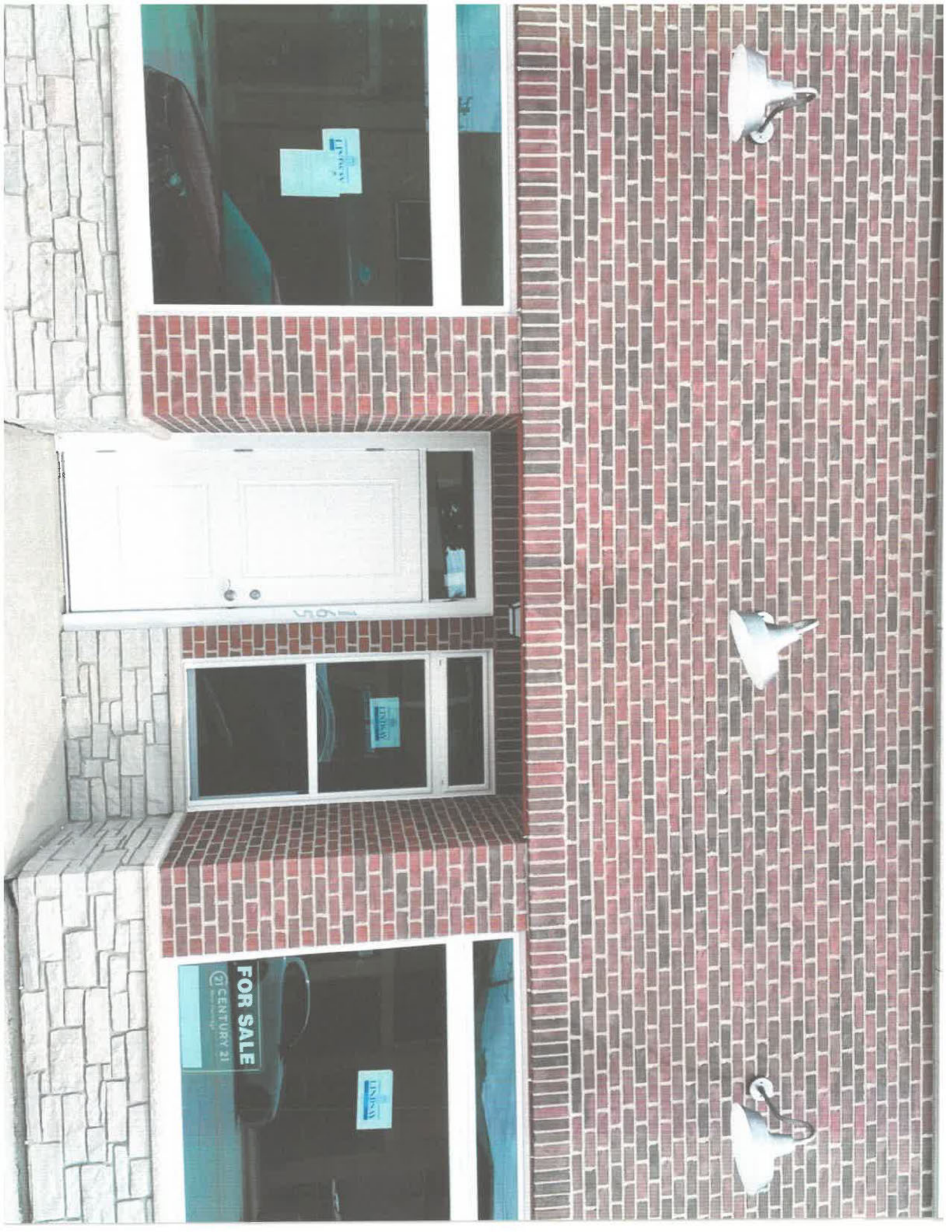
The purpose for the remaining request is to enhance and compliment what has already been done to the Building, while increasing the Beauty of the Downtown area.

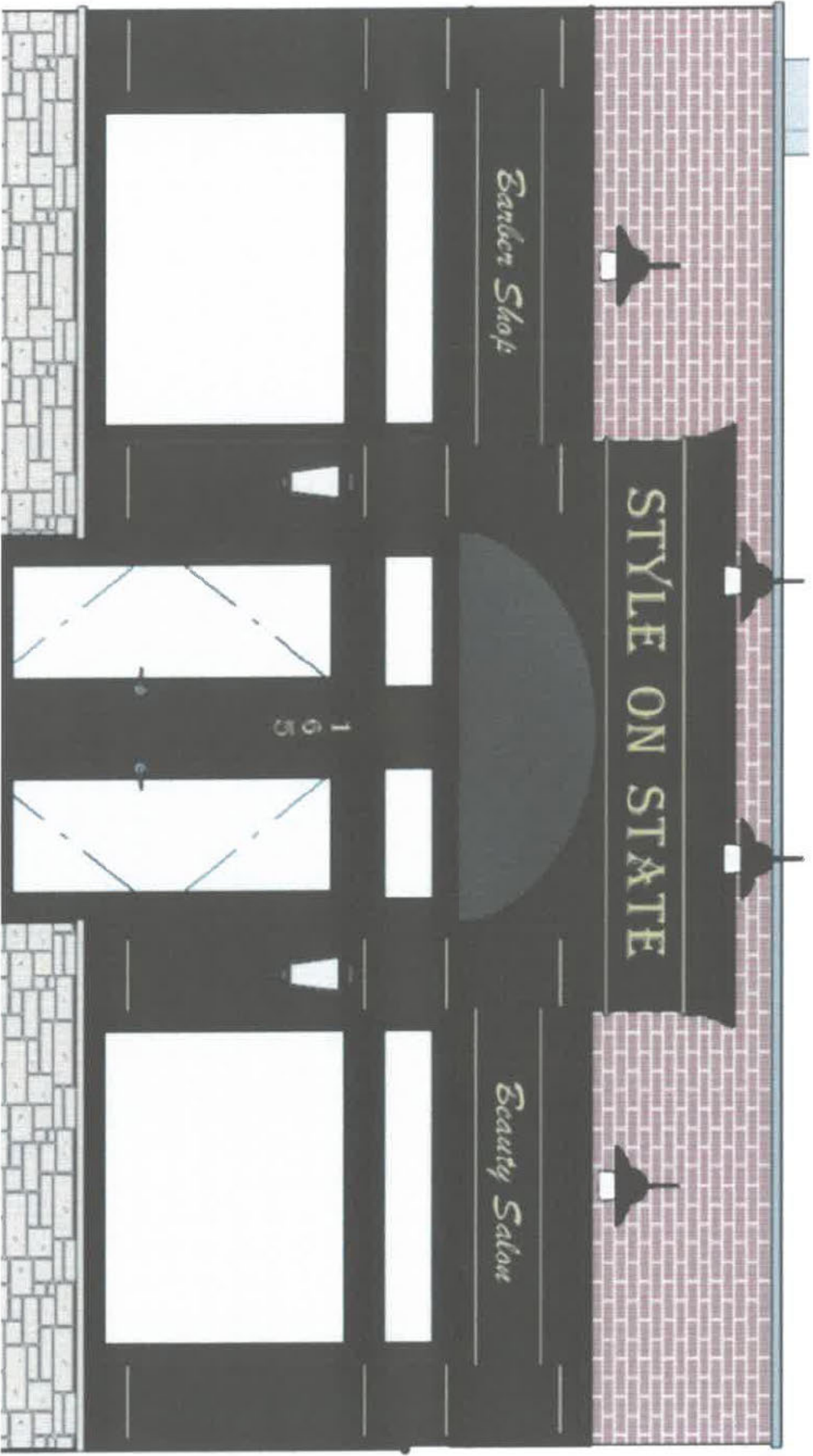
Enclosed for your review are drawings of the proposed Improvements. We are undecided at this time about entrance, if it will be a canvas or aluminum... the enclosed estimates are for aluminum, canvas would be considerably less. Thank You for your time and consideration for financial assistance!

With Appreciation,



*Callahan/Getzelman*





Photo



Done





From: Two Bros Exterior LLC

[quickbooks@notification.intuit.com](mailto:quickbooks@notification.intuit.com)

Subject: Estimate 1004 from Two Bros Exterior LLC

Date: Jul 19, 2024 at 5:01:23 PM

To: [trendy1@sbcglobal.net](mailto:trendy1@sbcglobal.net)

ESTIMATE 1004 DETAILS

Two Bros Exterior LLC

**\$27,300.00**

Print or save

Powered by QuickBooks

Please find your estimate details here. Feel free to contact us if you have any questions. We look forward to working with you.

Have a great day!

Two Bros Exterior LLC

Address

Sue (style On State

**Services**

\$1,000.00

To caulk and seal finish product

1 X \$1,000.00

**Services**

\$1,800.00

To paint exterior with appropriate paint.

1 X \$1,800.00

---

Total \$27,300.00

Thank you for your business.

---

[Print or save](#)

Two Bros Exterior LLC

928 Douglas Ave Aurora, IL 60505 US

+1 6307743216 [twobroext24@outlook.com](mailto:twobroext24@outlook.com)

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**Services****\$9,000.00**

To install comercial public business exit and enter front doors (one opining must be cut out )

1 X \$9,000.00

**Services****\$5,000.00**

To install metal roof awning like supporting to building structure per village code

1 X \$5,000.00

**Services****\$7,000.00**

To install panels and wrap walls with weather prove materials and to meet village standards (to suit a beauty salon-barber shop)

1 X \$7,000.00

**Services****\$3,500.00**

To install business sign on brick and awning like roof

1 X \$3,500.00

If you receive an email that seems fraudulent, please check with the business owner before paying.



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**Two Bros Exterior LLC**

326 Douglas Ave  
Aurora IL 60505 US  
+1 6307743216  
twobros24@quickbooks.com

Estimate

ADDRESS  
Sun Style On State

ESTIMATE  
DATE 1004  
07/18/2024

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	Services	To install comercial public business exit and enter front doors (one opening must be cut out )	1	9,000.00	9,000.00
	Services	To install metal roof awning like supporting to building structure per village code	1	5,000.00	5,000.00
	Services	To install panels and wrap walls with weather prove materials and to meet village standards (to suit a new beauty salon-barber shop)	1	7,000.00	7,000.00
	Services	To install business sign on brick and awning like roof	1	3,500.00	3,500.00
	Services	To caulk and seal finish product	1	1,000.00	1,000.00
	Services	To paint exterior with appropriate paint.	1	1,800.00	1,800.00



Village of Hampshire  
234 S. State Street, Hampshire, IL 60140  
Phone: 847-683-2181 • www.hampshireil.org

## FAÇADE IMPROVEMENT PROGRAM APPLICATION

### Applicant Information:

Name: GINA PEARSON Phone: [REDACTED]  
Address: 123 WASHINGTON AVE Email: [REDACTED]

### Property Owner Information (if different from applicant):

Name: ORRIS RUTH Phone: [REDACTED]  
Address: 152 SOUTH ST. Email: N/A.

### Property Information

Business Name: THE KAVE Total Eligible  
Expenses: \$16,925.00  
Address: 123 WASHINGTON AVE Parcel Identification  
Number: \_\_\_\_\_

### Proposed Improvements (Check all that apply):

- |  |   |
|--|---|
| <input type="checkbox"/> Brick Cleaning                    | <input type="checkbox"/> Original architectural features repair and replacement   |
| <input type="checkbox"/> Awnings                           | <input type="checkbox"/> Exterior doors   |
| <input type="checkbox"/> Tuck Pointing                     | <input checked="" type="checkbox"/> Windows and window frames   |
| <input type="checkbox"/> Exterior Lighting                 | <input type="checkbox"/> Shutters   |
| <input type="checkbox"/> Painting                          | <input type="checkbox"/> Stairs, porches, railings  |
| <input type="checkbox"/> Streetscape elements              | <input type="checkbox"/> Roof   |
| <input type="checkbox"/> Wall facade repair or improvement | <input type="checkbox"/> Exterior improvements for ADA  |
| <input type="checkbox"/> Landscaping                       | <input checked="" type="checkbox"/> Other: <u>EXTERIOR ALUMINUM WINDOW WRAPPING AROUND ALL WOOD TO THE BRICK &amp; ALL TOP ARCHES will ALSO BE WRAPPED.</u> |

**Description of proposed work:**

INSTALL 9 NEW WINDOWS - 7 FACING WASHINGTON AVENUE (N) & 2 WINDOW FACING MAPLE (E). WRAP ALL WOOD & ARCHES AROUND WINDOWS IN BLACK ALUMINUM & CAULK w/ QUAD CAULKING.

**Acknowledgement:**

I agree to comply with the guidelines and standards of the Village of Hampshire facade Improvement Assistance Program and I understand that this is a voluntary program under which the village has the right to approve or deny any project or proposal or portions thereof.



Applicant Signature

APRIL 8, 2024

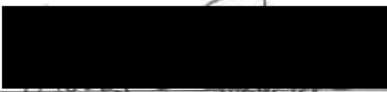
Date

GINA PEARSON

Print Name

If the applicant is other than the owner, the owner must complete the following:

I certify that I am the owner of the property located at 123 WASHINGTON AVE, Hampshire, IL, and that I authorize the applicant to apply for assistance under the Village of Hampshire Facade Improvement Program and undertake the approved improvements.



Signature

APRIL 8, 2024

Date

ORRIS C. TRUTH

Print Name

**Facade Improvement Program Committee,**

**The Kave and the Ruth family are celebrating 88 years of serving Hampshire! That is a lot of Old Style! As we celebrate, we also are continuing to look at the ongoing list of repairs needed on one of Hampshire's oldest Downtown buildings. We are so thankful for last year's grant that we were awarded and we continue to get compliments on the visual improvements of the building. We truly could not have done it without the support of this program.**

**As the new fiscal year has begun and the new opportunity has been available, we would once again like to request another grant from this committee. Next on the check list for The Kave are the upper 9 windows, which will be wrapped in maintenance free aluminum. Both the window and the aluminum will be black to match our facade improvements from last year.**

**We are excited to move forward on yet another big project on Big Red! We hope that The Kave fits the criteria for the current Facade program.**

**Thank you for your time,**

**David Ruth and Gina Pearson**

**MLE ENTERPRISES  
PINGREE GROVE, IL  
815-375-8989**

TO: THE KAVE  
123 WASHINGTON AVE  
HAMPSHIRE, IL 60140

APRIL 5TH, 2024

**PROPOSAL & SCOPE OF WORK FOR FACADE IMPROVEMENT AT THE  
KAVE**

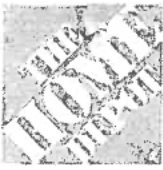
- REMOVE AND DISPOSE OF 9 EXTERIOR WINDOWS ON 2ND FLOOR OF BUILDING. (7 windows facing Washington & 2 windows facing Maple Pl )
- REPLACE DAMAGED JAMBS OR SILLS AS NEEDED
- PROVIDE AND PROFESSIONALLY INSTALL 9 AMERICAN CRAFTSMAN CASEMENT WINDOWS. ( BLACK EXTERIOR VINYL CLAD)
- WRAP EXTERIOR WOOD AND TOP ARCH WITH BLACK ALUMINUM. CAULK EVERYTHING IN WITH BLACK QUAD EXTERIOR CAULK AS NEEDED.

TOTAL BID INCLUDES ALL WINDOWS MATERIALS, LABOR & SUPPLIES

**TOTAL COST \$ 16,925.00**

Thank you-  
Matt Ellett  
MLE ENTERPRISES, INC





# The Home Depot Special Order Quote

Customer Agreement #: H1948-109284

Printed Date

**Customer:** MATTHEW ELLETT

**Address:** 14N682 TIMBER RIDGE DR  
ELGIN, IL 60124

**Phone 1:** 815-375-8989

**Phone 2:**

**Phone 3:**

**Email:** MJELLETT1@GMAIL.COM

**Store:** 1948

**Associate:** CHARLES

**Address:** 251 Spring Hill Rd  
Carpentersville, IL 60110

**Phone:** (847)783-0766

**Pre-Savings Total:**

**Total Savings:** (\$0.00)

**Pre-Tax Price:**

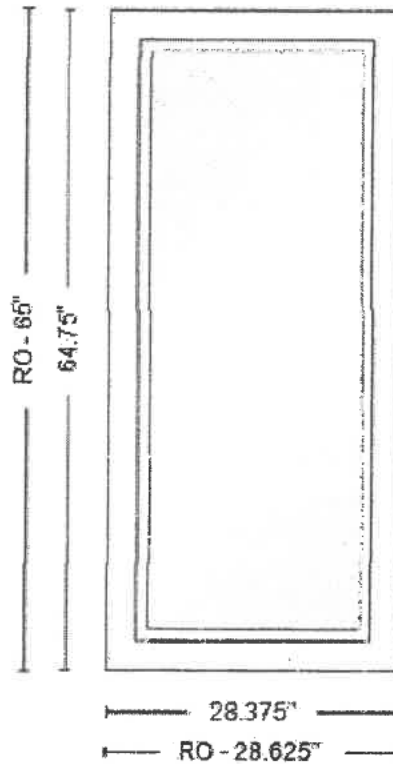
*All prices are subject to change. Customer is responsible for verifying product selections. The Home Depot will not accept returns for the below products.*

Item #	Item Description	Room Location	Unit Price	Qty	Total Price
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100-1	70 Series Buck Picture Window-70RCPW1 , Fixed , 28.375 x 64.75 , Black / White , FL# 17767	Second Floor			
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Catalog Version 120





# Limited Lifetime Warranty

## 50, 60, & 70 Series Windows & Patio Doors

Please read this document carefully, as it contains important information to protect your purchase, should you encounter a manufacturing-related defect.

### Agreement Terms

This "Agreement" is limited to these terms and conditions which form the entire agreement between the parties with respect to the Goods and the Warranty Program. Additional or different terms proposed by Customer or any attempt by Customer to vary in any degree any of the terms of this Warranty Program whether by invoice, quote, delivery tickets, payment or otherwise are hereby deemed a material alteration and notice of objection and rejection of such terms is hereby given.

"Customer" used hereinafter shall only include the initial Customer for American Craftsman Goods and the first consumer user of such Goods. The Warranty is not transferable beyond the first consumer user.

The term "Goods" used hereinafter shall mean and include all products, goods, materials, supplies, installation and equipment in connection therewith as identified in the American Craftsman Limited Lifetime Warranty. The "Goods" does not include (i) work performed by Customer or third parties, or (ii) any other products, goods, materials, supplies, equipment, and all installation services not performed by American Craftsman.

The "Purchase Date" is from the first date of invoice by American Craftsman for the Goods, unless the first consumer can provide a proof of purchase date of product.

"Specialty Goods" shall mean: special applications, including laminated, obscure, and decorative glass; simulated divided lites, and blinds between glass; laminated, painted, coextrusion, and cap stock vinyl colors; specialty units, including all bay/bow windows, garden windows, French doors and hinged doors.

### Registration

We encourage you to register your American Craftsman product shortly after installation. Should you need to file a warranty claim, this information will be needed to assist with a proper resolution. Please register via the website [www.americancraftsman.com/warranty](http://www.americancraftsman.com/warranty) or by email to [amc@plygem.com](mailto:amc@plygem.com).

### Coverage

To qualify for coverage under this warranty the Goods must be installed in accordance with AAMA and local guidelines, and with American Craftsman installation instructions.

### Frames and Sash

The vinyl frame and sash are warranted to be free from blistering, peeling, flaking, and decaying, under normal environmental conditions, for the length of time the customer resides in the home in which the Goods are installed. The coverage for Specialty Goods is limited to 10 years from Purchase Date.

### Insulating Glass Units

The installed, sealed insulating glass unit is warranted to be free from material obstruction of vision on the internal surfaces of the insulating glass unit, for up to 15 years from Purchase Date. The coverage for Specialty Goods is limited to 10 years from Purchase Date. The insulating glass unit is also warranted to be free from stress cracks for up to one year from Purchase Date.

### Components, Hardware, and other Mechanical Parts

Components, hardware, and other mechanical parts are warranted against breaking, peeling, flaking, rusting, blistering, for a period of 5 years from Purchase Date under normal environmental conditions. Torn or loose screen mesh is not covered.

### Commercial Applications

If American Craftsman products are installed in a non-owner, multi-family occupied dwelling or one used for commercial purposes, the coverage on frame, sash and insulating glass units is 10 years from Purchase Date. The coverage for

components, hardware and other mechanical parts is 5 years from Purchase Date. For commercial applications, only, as defined above, this warranty is transferable one time, from original developer to building owner.

### Claim Procedure

All warranty claims must be made within sixty (60) days of the appearance of the defect and within the applicable warranty notice period. To initiate a claim, visit [www.americancraftsman.com/warranty](http://www.americancraftsman.com/warranty).

### Exclusions

This Warranty is made as of the Purchase Date and is not a warranty of future performance. Warranty notice periods begin on the Purchase Date. If a covered defect is reported during the term of the applicable warranty notice period, and otherwise in accordance with the terms of the Warranty, the remedies for approved warranty claims, include replacing defective parts (color matching not guaranteed), or, American Craftsman, at its sole discretion, reserves the right to refund the amount paid by the original single-family homeowner for the product, excluding installation cost. Shipping and handling fees may apply. The remedies set forth in this Warranty are the sole and exclusive remedies available to Customer and sole and exclusive liability of American Craftsman for any claims arising out of or in connection with the Agreement, whether arising in contract, warranty, tort (including negligence), strict liability or otherwise. Removal of millwork, trim by others, finishing, refinishing, and disposal costs and services are not included.

### General Conditions and Cancellation

The parties acknowledge that American Craftsman makes no guarantee or warranty as to the timely delivery of Goods or installation services.

If at any time, payment is not remitted to American Craftsman (regardless of whether Customer registered the Goods for the Warranty) when invoiced and due, American Craftsman may, at its sole discretion, at any time, suspend or void the Warranty, stop work, exercise any lien rights, offset any amounts owed by the Customer and enforce all other rights by contract, equity or law. Payment of the total purchase price is a condition precedent to American Craftsman's Warranty.

This Limited Lifetime Warranty is the only warranty, written or oral, express or implied, provided by American Craftsman. No dealer, employee, or agent of American Craftsman, nor any third party, may create or assume any other liability, obligation, or responsibility on behalf of American Craftsman. THE WARRANTIES SET FORTH IN THIS LIMITED LIFETIME WARRANTY ARE EXPRESSLY IN LIEU OF ALL OTHER WARRANTIES, EITHER EXPRESS OR IMPLIED, WHETHER UNDER ANY FEDERAL OR STATE LAW. ALL OTHER EXPRESS AND ALL IMPLIED WARRANTIES, INCLUDING THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, ARE HEREBY DISCLAIMED. Any implied warranty which cannot be disclaimed under applicable law will be limited in duration to the shortest permissible term and, in any event, will not exceed the term of the applicable express limited warranty; the requirements for presenting any claim so affected will be as provided in this Limited Lifetime Warranty. Any Goods or component not specifically subject to this Limited Lifetime Warranty is provided AS IS and without warranty. THIS WARRANTY IS NOT A WARRANTY OF FUTURE PERFORMANCE OR A STATEMENT OF THE USEFUL LIFE OF ANY GOODS, BUT ONLY A WARRANTY TO REPAIR, REPLACE, OR REFUND.

American Craftsman reserves the right to discontinue the model or models manufactured under these warranties. Any discontinued parts, components or materials may be replaced with an equivalent part at the sole discretion of American Craftsman. American Craftsman is not responsible for any color variation in the replacement part, component, or material.

Many standard Goods are labeled with the AAMA or Hurricane Impact Certifications. Certification is based on the performance of a sample(s) of the product at the time of manufacture. Many standard Goods are labeled with National Fenestration Rating Council (NFRC) ratings. NFRC ratings are based on a combination of computer simulations and physical testing of product samples. Certifications and ratings typically apply to single products only; however certain

factory-mulled or combined product configurations may also be certified. Performance of individual Goods may vary and will change over time, depending upon the conditions of use. Certifications and NFRC ratings are not performance warranties.

American Craftsman will not be liable for any problem or damage relating to inappropriate or faulty building design or construction, maintenance, installation, or selection of Goods. Windows and doors are only one element of a structure; American Craftsman does not warrant that third-party certification of a building or project to any specific standard will be achieved through the use of any Goods.

The Goods, including all products, goods, materials, supplies, equipment, windows and screens, are not designed, tested or certified to, and will not, prevent falls. Under no circumstances does American Craftsman represent or warrant that the Goods can be used for fall prevention; American Craftsman shall not be responsible or liable in any manner for damages or bodily injury associated with or related to the failure of the Goods to prevent falls.

NOTWITHSTANDING ANYTHING TO THE CONTRARY, IN NO EVENT WILL AMERICAN CRAFTSMAN BE LIABLE FOR CONSEQUENTIAL DAMAGES, INCLUDING CLAIMS, LOSSES, DAMAGES, OR EXPENSES RELATED TO CUSTOMER'S INTERIOR EQUIPMENT, FURNISHING, OR PROPERTY INSIDE THE STRUCTURE, LOST PROFITS, LOSS OF INVESTMENT, BUSINESS INTERRUPTION OR OTHER SPECIAL, INCIDENTAL, CONSEQUENTIAL OR INDIRECT DAMAGES ARISING FROM OR IN RELATION TO THE AGREEMENT OR THE GOODS PROVIDED BY AMERICAN CRAFTSMAN UNDER THE AGREEMENT WHETHER IN CONTRACT, WARRANTY, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, PRODUCTS LIABILITY, INDEMNITY, CONTRIBUTION, OR ANY OTHER CAUSE OF ACTION.

In no event shall the liability of American Craftsman arising in connection with any Goods or activities provided under the Agreement exceed the actual amount paid by Customer to American Craftsman for the Goods or activities involved with any such claim.

#### Items NOT Covered by this Limited Warranty

This limited warranty is only applicable to Goods installed in the USA. This limited warranty gives the holder specific legal rights, which may vary, from state to state.

American Craftsman is not responsible for any costs incurred in the removal, replacement, installation, re-installation or repair of product or adjacent materials.

Damage, defects or failure of Goods resulting from causes outside of American Craftsman control are excluded from coverage under this Limited Lifetime Warranty, including, but not limited to the following:

- Storage, handling, installation by others, modifications by others, application or use of the Goods not in accordance with American Craftsman's instructions, specifications or building codes.
- The occurrence of accidents, vandalism, fire, floods, acts of God including, but not limited to, earthquakes and hurricanes; exposure of the Goods to excessive heat and/or cold beyond naturally occurring conditions; and use in applications exceeding design standards.
- The failure to perform reasonable and necessary maintenance on the Goods.
- Stresses caused by building defects, settlement, or movement of the structure in which the Goods are installed.
- The application of harmful cleaning solutions or products including, but not limited to, brick wash, acetone, petroleum products or abrasive compounds.
- Fading and/or color variations caused by normal aging or weathering.
- The rusting or corrosion of Goods installed in proximity to coastal environments, unless the product is composed of appropriate stainless steel or other non-corrosive hardware in which case such Goods are warranted to be free from manufacturing defects that result in abnormal deterioration

of the finish for a period of five (5) years. Other hardware finishes are not warranted in coastal environments.

- Installation of the Goods outside of the United States.
- Minor blemishes in the glass that do not significantly impair the structure or vision through the glass, including glass curvature
- Condensation on the external surfaces of the window and/or glass.
- Misalignment, bow, twist and warp of grilles/muntins of 1/8" or less from appropriate position shall be excluded from the Limited Lifetime Warranty.
- Damage due to the transportation or installation of the glass product or Goods at altitudes more than 5,000 feet above or below point of manufacture, unless equipped with capillary or breather tubes.
- The very gradual, natural migration of inert gas used in insulating glass units.
- Damage incurred by reflection of solar energy from the product surface.
- Misuse, abuse, alteration by others, accident or negligence.
- Goods installed in wall systems that do not allow for proper moisture management, such as exterior insulation and finish systems (EIFS) or "synthetic stucco" without effective engineered drainage systems, are not covered under the Warranty.

American Craftsman does not warrant the amount or percentage of argon or other inert gas present in insulating glass at any time after manufacture. Inert gas dissipates over time and may be ineffective in products manufactured with capillary tubes. Thermal efficiencies vary with the application of the Goods. American Craftsman does not warrant a specific level of thermal efficiency will be maintained by inert gas, low emissivity coatings, or other product features.

**Thank you for choosing American Craftsman.**

After your windows and/or doors are installed, be sure to register them online at [www.amc-usa.com/american-craftsman-warranty-registration/](http://www.amc-usa.com/american-craftsman-warranty-registration/).