

## Legacy Restaurant Assistance Program Application

On May 28, 2024, the Village Board of Trustees adopted Resolution 24-37 establishing a Legacy Restaurant Assistance Program to recognize Morton Grove restaurants that have operated continuously and under common ownership for more than thirty years by designating them as Legacy Restaurants and support their continued success and longevity in Morton Grove by offering certain economic assistance opportunities.

**Restaurant owners seeking Legacy Restaurant designation must submit a complete application and all required documentation to the Office of the Village Administrator by mail, in person, or to [administration@mortongroveil.org](mailto:administration@mortongroveil.org).** The Village will approve applications provided the establishment meets the criteria below.

1. The applicant has submitted a complete Legacy Restaurant Assistance Program Application on behalf of the establishment.
2. The applicant has submitted documentation that the establishment meets the definition of a “restaurant” as defined by Section 4-2-1 of the Morton Grove Municipal Code.
3. The applicant has submitted documentation demonstrating that the establishment as presently named has been under individual or “common ownership” as defined herein and continuous operation at the current location for at least thirty (30) years without any break in operations for more than six (6) months except as required by construction activities or due to the COVID-19 pandemic.
4. The restaurant is in compliance with all applicable regulations of the Village and does not have any outstanding obligations due to the Village.

Common Business Name		Applicant Name	
Business Address		Applicant Email	
Legal Business Name		Applicant Phone	
Start of Operations Date		Applicant Relationship to Business	
Square Footage of Restaurant		List Current Village Liquor License(s)	
List All Past Common Ownership Entities			
List Dates of All Breaks in Operations > 6 Months			

**See page 2 for Application Checklist, Program Definitions, and Economic Assistance Opportunities**

*I have read the requirements of the Village’s Legacy Restaurant Assistance Program and fully understand the requirements. I verify that the business meets the definition of a “restaurant” as defined by Section 4-2-1 of the Morton Grove Municipal Code and that the establishment as presently named has been under individual or “common ownership” as defined herein and continuous operation at the current location for at least thirty (30) years without any break in operations for more than six (6) months except as required by construction activities or due to the COVID-19 pandemic. Any misrepresentation or inaccuracy of facts contained on this form or any accompanying documents will result in any designation being declared null and void, and will render the business ineligible to receive designation in the future.*

*The applicant’s signature below indicates the information presented in this application and on any accompanying documents is true and correct.*

Applicant Signature

Date

## Application Checklist

- Complete Legacy Restaurant Assistance Program Application
- Documentation supporting business date of start of operations
- Documentation supporting business as qualifying as a “restaurant” as defined by Section 4-2-1 of the Morton Grove Municipal Code
- For any change in common ownership entity, documentation demonstrating that each change is in keeping with the definition of “common ownership” as defined herein
- For any breaks in operation over the past thirty (30) years, documentation that breaks were necessary due to construction activities or the COVID-19 pandemic

*Applications with missing information WILL NOT be accepted and WILL NOT initiate the application process. Any false, misleading, or material omission of information will subject any Legacy Restaurant designation resulting from this application to be subject to revocation.*

## Program Definitions

“**Common ownership**” refers to the joint ownership or control of property, assets, or resources by multiple individuals or entities, allowing for the transfer of ownership interests between parties, including trusts, family members, or other related entities, through legally recognized mechanisms. Such mechanisms may include deeds, trust agreements, wills, or contractual arrangements that facilitate the transfer of ownership while preserving the collective ownership or control by the designated group or individuals. Common ownership permits the shared rights, benefits, and responsibilities associated with the property or asset among the co-owners, and it accommodates the transfer of ownership interests among associated parties in accordance with applicable laws and regulations.

“**Restaurant**” is defined by Section 4-2-1 of the Morton Grove Municipal Code as “any public place kept, used, maintained, advertised and held out to the public to be a place where meals are regularly served, such space being provided with adequate and sanitary kitchen and dining room equipment, and capacity, and having employed therein a sufficient number of the kind of employees to prepare, cook and serve suitable food for its guests. More than fifty percent (50%) of an establishment’s gross sales or revenues in the preceding twelve (12) months must have been derived from the sale of prepared food for it to be classified as a restaurant.”

## Economic Assistance Opportunities

Upon approval of a Legacy Restaurant Assistance Program Application, the restaurant earning Legacy Restaurant designation will receive a certificate signed by the Village President of the Village of Morton Grove. Staff will follow up with the applicant regarding economic assistance opportunities available to the designated Legacy Restaurant. Designated Legacy Restaurants are eligible to receive one (1) of the following economic incentives designed to encourage continued success and longevity in the Village:

1. **Facade Improvement Grant:** A Legacy Restaurant is eligible to receive a one-time grant of up to five thousand dollars (\$5,000) through the Village’s Commercial Facade Improvement Program for eligible improvements. The 50% matching requirement is waived for this one-time grant for designated Legacy Restaurants. All other program requirements apply.
2. **E-V Restaurant and Video Gaming License:** A Legacy Restaurant with an active Class E License as of the effective date of Resolution 24-37 is eligible to receive a Class E-V License pursuant to Sections 4-6D-8:A.8 and 4-6D-14:A of the Morton Grove Municipal Code provided the following requirements are met:
  - a. The Legacy Restaurant must have a minimum floor area dedicated to the restaurant and accessory uses of 5,000 square feet; and
  - b. The location and design of the video gaming terminal area must be approved in writing by the Village Administrator; and
  - c. Signage advertising video gaming terminals may not be visible from any restaurant seating area.

FOR OFFICE USE ONLY	
Application No.	Date of Receipt
Approved by Manager of Building & Inspectional Services	Date
Approved by Finance Director	Date
Approved by Corporation Counsel	Date
Approved by Village Administrator	Date