



City of Hastings
DOWNTOWN DEVELOPMENT AUTHORITY
FAÇADE & FENCING/SCREENING IMPROVEMENT GRANT APPLICATION

APPLICANT INFORMATION

1. Property/Business Owner
Name: _____

2. Business
Name: _____

3. Property
Address: _____

4. Phone Numbers: Home: _____
Work: _____
Email: _____

5. Is the building/property owned by the applicant? YES NO

6. Is this the first time applying for a façade grant? YES NO

7. Is this project on a corner lot? YES NO

If No, please attach a signed letter from the property owner expressing approval of the proposed project.

PROJECT INFORMATION

On separate sheets of paper, please describe your project in detail. Tell:

- a) What it is you want to accomplish - drawings are required.
- b) How this project meets the Purpose and Priorities of the DDA Façade Improvement Program as listed in the Guidelines.
- c) Who you have identified to do the work and the reason(s) for your selection, and
- d) What is the preliminary timetable for accomplishing the work. Also enclose a detailed expense budget/estimate for this project.

8. The project will involve (please check all that apply):

- _____ Repairs or replacement of windows, doors, walls, or other appropriate architectural elements
- _____ Exterior painting (Non-Maintenance)
- _____ Awnings (Historic in appearance or reflects the character of the Downtown)
- _____ Exterior Lighting
- _____ Masonry repair or restoration
- _____ Restoration of vintage elements, for example:
 - Removal of historically unsuitable façade treatments
 - Removal/replacement of historically unsuitable signs and/or lighting (new signs/lights must be compatible with existing architecture and the character of the Downtown)
 - Repair or restoration of original brick and woodwork
- _____ Fencing/Screening
- _____ Conversion to retail or entertainment storefront

9. Additional grant up to \$500 for architectural rendering.

_____ Name of architectural firm: _____

10. Total Project Budget \$ _____

11. Grant Request (Not To Exceed 50% of project or \$2,500.00/\$5,000 plus #9 for maximum of \$3,000/\$5,500)\$ _____

12. Proposed Starting Date: _____

13. Proposed Completion Date: _____

14. What is (are) the existing use(s) of the building/property:

15. Will the proposed project result in a change in the use(s) of the building/property:

Yes No

If yes, please explain:

NOTE: There is a \$100 application fee, due at the time this application is submitted. This fee will be refunded if a project is not approved, or if the project is approved and completed. Applicants who receive a grant award and do not complete the project will forfeit this application fee.

THE UNDERSIGNED APPLICANT(S) AFFIRMS THAT:

- The information submitted herein is true and accurate to the best of my (our) knowledge.
- The property contained in the application is located in the Hastings DDA District.
- I (we) have read and understand the conditions of the Downtown Development Authority's Façade Improvement Program and agree to abide by its conditions and guidelines.
- If I (we) do not implement improvements submitted by me (us) on a plan approved by the Façade Improvement Program I will not be eligible for reimbursement of any costs associated with said improvements.

- I (we) understand that if I (we) are found to be non-compliant with the conditions of this program, the DDA may nullify the grant award and that I (we) may not apply to this program again for a period of one (1) year following the DDA's decision.

Signature of Applicant(s):

I.D.#: _____

I.D.#: _____

Date: _____

Date: _____

Federal Business Tax ID#: _____

If a tenant, signature of property owner(s):

_____ I.D.#: _____

Date: _____

Staff Use Only

Scoring:

_____ New Projects (1st time applicant) [1 pt]

_____ Scope and Size of Project (Larger projects that achieve desired outcomes) [1-3pts]

_____ Implementation of DDA Approved Architectural Renderings [1 pt]

_____ Retail, Dining and Entertainment Businesses [1 pt]

_____ Project on corner lot [1 pt]

_____ Project in which the building is owner-occupied [1 pt]

Account # 248-730-820-000

- _____ Tax-paying property owner [5 pts]
- _____ Project contains a high ratio of private to public dollars [1 pt]
- _____ Project preserves community institutions (banks, theaters, etc.) [1pt]
- _____ Project designed to remove/replace boarded windows [1 pt]
- _____ Project designed to resolve deteriorated/inappropriate/ unsightly conditions that have existed for many years (boarded windows, deteriorated electrical fixtures, etc.) [1-3 pts]
- _____ Project enhances pedestrian movement from the rear to the front of buildings [1pt]
- _____ Project designed to restore the historic condition of the building facade or posterior (see eligible costs: Item No. 7) [1-3 pts]
- _____ Project will complete the improvement of a block or portion of a block (ex. replacement of an inappropriate facade that exists on a block containing many appropriate, well-preserved, or improved facades) [1 pt]
- _____ New construction [1-5 pts]

Amended January 2017

