



Façade Rehabilitation Grant Program

Funding to Improve the Front of Your Building!

The Redmond Urban Renewal Agency wants to be a partner in helping make your project successful! The Façade Rehabilitation Grant Program provides up to \$4,000 of funding for exterior rehabilitation projects that show significant aesthetic improvement to an existing property in the downtown area.

ELIGIBLE WORK INCLUDES: repair or replacement of awnings, exterior painting and prep work (major, not maintenance), replacement of missing decorative features, removal of non-historic materials or additions that are inappropriate to the building, and signage.

INELIGIBLE WORK INCLUDES: maintenance cleaning (ex. washing, scrubbing, general maintenance, etc.), property maintenance, landscape improvements, improvements to non-public faces of buildings, interior improvements, building acquisition, inventory or other working capital, administrative costs or payments to borrower, and new development or construction.

IMPORTANT: Complete the sections below and return the first three (3) pages of the application along with the project bids, IRS W-9 form, Deschutes County Property Ownership Report from DIAL, and State of Oregon Business Registry Report to Troy Rayburn, Urban Renewal Program Specialist.

Please see Checklist items for "ALL PROJECTS" on Page 2.

Only complete applications will be considered. Work may only begin once an agreement with the Agency is approved and recorded.

NOTE: Name of applicant and mailing address must be the same on all applicable documents (submitted application, IRS W-9, Deschutes County Property Information DIAL, Etc.).

APPLICANT INFORMATION:

Property "Owner of Record" per DIAL: _____

Primary Applicant or Contact's Name: _____

Property Address: _____ Tax Lot #: _____

Mailing Address: _____

Telephone Number: _____ Email: _____

BUILDING INFORMATION:

Year Built: _____ Historic Name(s): _____



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PROJECT INFORMATION:

Total Project Costs: _____ Grant Request (up to 90% of project costs): _____

Scope of Work: Check those eligible work aspects that apply. Attach two (2) bids from licensed contractors for each portion of the project which is less than \$10,000 and three (3) bids for any portion more than \$10,000.

✓ All That Apply	Scope of Work	Estimated Cost
	Repair or Replacement of Awnings	\$
	Exterior Painting & Prep Work (major, not minor)	\$
	Replacement of Missing Decorative Features	\$
	Removal of Non-Historic Materials or Features or Additions that are Inappropriate to the Building	\$
	Signage	\$
Total		\$

CHECKLIST - CHECK ALL BOXES THAT APPLY TO YOUR PROJECT:

ALL PROJECTS MUST PROVIDE:

- Bids for proposed work: two (2) bids for work under \$10,000, three (3) bids for work over \$10,000
- W-9 form signed by property Owner of Record per Deschutes County DIAL
- Consultation with city planning regarding possible historical significance c/o Scott Woodford:
scott.woodford@ci.redmond.or.us
- Single-page copy from Deschutes County DIAL Ownership Report – <http://dial.deschutes.org>
- Single-page copy from State of Oregon Business Registry Report –
http://egov.sos.state.or.us/br/pkg_web_name_srch_inq.login
- Current photo of building where improvements will occur

PAINT & AWNINGS

- Provide samples of colors chosen from Façade Program Paint Palette – www.ci.redmond.or.us/home/showdocument?id=19359
- Identify primary & accent colors
- Note where awnings will be placed
- Submit written verification that design & size comply w/City Code

SIGNS:

- Submit written verification from City Planning that design & size comply w/City Code



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PROPERTY OWNER AUTHORIZATION:

I, _____ hereby authorize _____ to enter into the Façade Rehabilitation Grant Program as specified in the accompanying Application, on my property located at _____, which is within the City of Redmond's Urban Renewal District in order to construct improvements to the property.

I also agree to hold harmless the City of Redmond in the event of property damage or physical injury as a result of working on the aforementioned project.

I also understand that I will enter into a one-year contractual agreement for the project and that a five-year lien equal to the grant value of the proposed improvements will be imposed on the property.

Property Owner Date

Notary - State of _____ County of _____

On _____, 20____, _____ personally appeared before me,

____ who is personally known to me
____ whose identity I proved on the basis of _____
____ whose identity I proved on the oath/affirmation of _____, a credible witness

to be the signer of the above document, and he/she acknowledged that he/she signed it.

Notary Public

CERTIFICATION BY APPLICANT:

The applicant certifies that all information provided given is true and complete to the best of their knowledge and belief. If the applicant is not the owner of the property, or if the applicant is an organization rather than an individual, the applicant certifies that he/she has the authority to sign and enter into an agreement to perform the proposed work. Evidence of this authority must be attached.

Applicant Signature: _____ Date: _____



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IMPORTANT INFORMATION TO KNOW:

Qualifying Requirements:

- Eligible properties are commercial, industrial, or mixed-use live work buildings located in the downtown area (see yellow cross hatch section of attached map) of the Urban Renewal District. Multifamily properties with four or more units are also eligible.
- The City of Redmond will provide up to \$4,000 grant assistance per store front – a separate leasable and lockable place of business -- with a 10% match required by the applicant for facade improvements.
- Program funding may be used one time per property unless the property has new ownership within five years since the last grant was awarded and the proposed project brings the property to a higher standard of improvement.
- All projects must comply with the Redmond Development Code and be permitted appropriately through the Building Department.
- All awnings and signage projects will need a stamped and structural engineer drawing to submit to the City for the building permit process.
- All applications shall demonstrate compliance with the Downtown Architectural Design Standards, if applicable, and shall be: in the public interest, encourage greater marketability of the district, and complement the existing historic downtown core, where applicable.
- All storefronts shall be designed, constructed, and maintained to compliment and accept the architectural features of the building. All accessories, signs, awnings, etc. shall likewise compliment the overall character of the building.
- Funds shall be allocated based on the following criteria and are subject to availability: visual prominence of the building and its location, aesthetic quality design proposal, historical and architectural significance of the building, potential impact on the attractiveness of the city streetscape, the particular building, and the economic development of the downtown urban renewal district, and readiness to proceed.

Taxes: City of Redmond taxes levied on the building and property described in this application must be paid to date. This program is a grant, so the City will generate an IRS 1099 form. Attach a completed IRS Form W-9. Please consult your tax professional with any questions.

Items Needed for Reimbursement at End of Project:

- Completed Urban Renewal Reimbursement Form
- Contractor's Final Invoice (itemized description of work performed and materials used)
- Proof of Payment to Contractor (copy of check, bank statement, etc.)
- Pictures of Completed Project

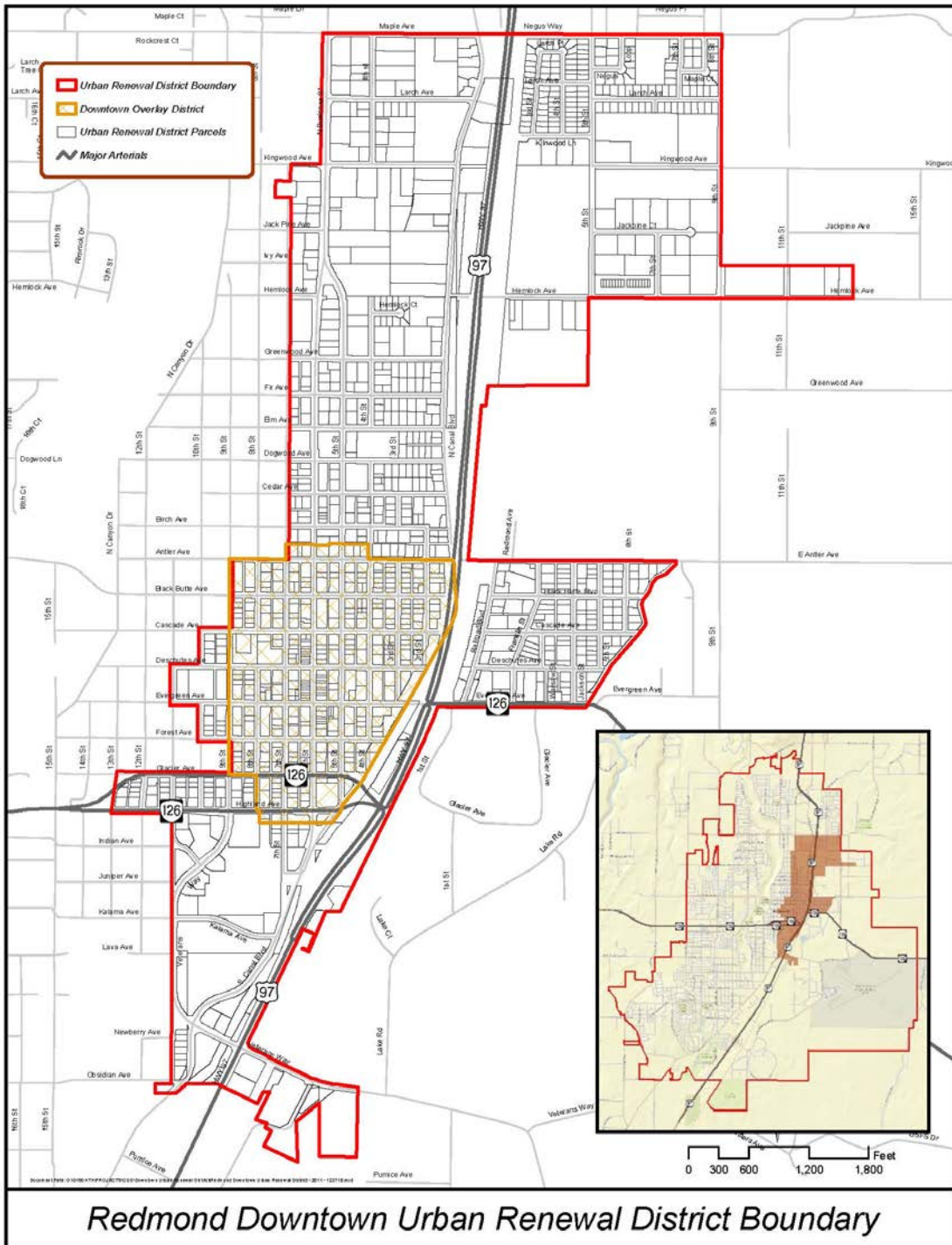
Façade Rehabilitation Grant Program – Application revised 7/1/2019 – Return completed form to:
Chuck Arnold, Urban Renewal Program Manager, City of Redmond, 411 SW 9th Street, Redmond, Oregon 97756
Via email: Chuck.Arnold@ci.redmond.or.us Call with questions: (541) 923-7761



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Site Inspection (conducted by City staff)



FAÇADE FUNDING ONLY AVAILABLE FOR PROJECTS DOWNTOWN, SHOWN ABOVE IN THE YELLOW CROSS HATCH.

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