

Application must be completed and approved PRIOR to beginning any work

LA JUNTA URBAN RENEWAL AUTHORITY – STOREFRONT IMPROVEMENT PROGRAM

Business Address _____ Phone(s) _____

Business Name _____

Business Owner(s) _____

Property Owner (if different) _____

Brief description of project: _____

Total Project Cost \$ _____

Amount applied for:

Grant \$ _____
(50% - \$2,500 maximum)

Loan \$ _____
(50% - \$2,500 maximum)

Owner \$ _____

Date work to begin: _____

Estimated completion date: _____

Applicant Signature

Date

I approve this request for assistance for improvements to be made to my property and ensure that the improvements will be maintained should the business default. I will not be held responsible for the payment of the note should the business default.

Property Owner Signature
(if different from business owner)

Date

Application must be reviewed by the City Engineering Department to make sure improvements will meet with all City codes. **Copies of permits must be attached** as part of this application and signed off by the Engineering Department

Initials – Eng. Dept.

STOREFRONT IMPROVEMENTS COMMITTEE

Approved ____ Denied ____

Reason Denied: _____

Signature of Committee Member

Date

The Committee reserves the right to request further information from the applicant before making a decision. Applicant will be notified no later than 15 days after application is submitted.

INSTRUCTIONS:

- ATTACH:
- 1) A colored drawing or picture showing complete design of the building after completion of the improvements, color and type of material for canopy or awning, drawing showing sign design, color of paint and type of wall surface, drawing or pictures of windows and/or doors, if applicable.
 - 2) Contractor(s) estimates
 - 3) Copy of Sign Permit, if required

Storefront improvement program applies to non-residential properties only.

Improvements are limited to exterior finishes of building fronts (front and side in case of corner locations). Improvements may include painting, stucco, repair, replacement or addition of wall surfaces, canopies, awnings, signs, windows, doors, etc.

The storefront improvements project will be a 50/50 match for the total amount of the improvement project – 50% grant and 50% loan or cash match. A matching loan will be established in conjunction with the grant funds mentioned above, if requested. Terms are “Zero percent” (0%) interest rate with a payback period not to exceed 48 months with a minimum monthly payment of \$50.00. Grant and/or loan funds are available up to a maximum of \$2,500.00 each for a total of \$5,000.00 available from Urban Renewal.

Estimates must be secured from qualified contractors for labor. Attach copies of all estimates.

Application must also meet the following criteria: improvement must be consistent with surrounding properties and themes to complement the neighborhood; improvement grants must be done with the approval of the owner of the property who agrees to maintain the property should the business default.

Upon completion of the project, payment will be in the form of a two-party check made payable to the business owner and the contractor. Payment will be made within two weeks after the storefront improvements have been completed, inspected and approved for payment.

The Storefront Improvements Committee will review all proposals on a project-by project basis. Proposals and decisions will be subject to recommendation of the committee and approval of those recommendations by all parties. Such recommendations may include alternatives to both the scope of the project and potential financing strategies.

Any questions regarding this program may be directed to Rick Klein, Executive Director of Urban Renewal at 384-3636.

Return this application to the Urban Renewal Office on the 2nd floor of the City Municipal Building.