



## DDA FAÇADE INCENTIVE PROGRAM APPLICATION

Deadline: Last Day of Each Month

PROJECT ADDRESS: \_\_\_\_\_

Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Property Owner's Address: \_\_\_\_\_

Indicate if all correspondence is to be sent to: ☐ applicant ☐ property owner

**Briefly describe scope of improvements:**

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**Please include the following with the application:**

- ☐ Two professional contractor estimates for the cost of the proposed improvements
- ☐ Digital photos of the existing building facade and a design sketch or rendering

**Estimated Costs:**

Façade Improvement Cost: \_\_\_\_\_

Total Construction Cost (interior + façade): \_\_\_\_\_

Estimated Completion Time (in weeks): \_\_\_\_\_

### Property Owner Authorization/Certification

I have read the accompanying guidelines and attest that the information included in this application is accurate to the best of my knowledge. I understand that incentives are not guaranteed and are up to the sole determination of the Downtown Development Authority.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Owner Signature (if other than applicant)

\_\_\_\_\_  
Date

**Submit completed application to:**

Greeley Downtown Development Authority  
802 9<sup>th</sup> Street, Ste. 100, Greeley, CO 80631  
(970) 356-6775

## **DDA Façade Incentive Agreements and Conditions**

### **Initial**

- \_\_\_\_\_ The applicant (or property owner) is in good standing by payment of taxes and assessments into the DDA.
- \_\_\_\_\_ I affirm that this project will conform to all applicable codes, ordinances and regulations.
- \_\_\_\_\_ If the project is located within a Historic District (or is a building designated on the Greeley Historic Register) applicant must receive approval for the project from the Historic Preservation Commission of the City of Greeley.
- \_\_\_\_\_ All applicable permits will be obtained for this project and all accompanying inspections will be successfully completed.
- \_\_\_\_\_ The project will be completed within 6 months of approval by the DDA (or negotiated extension approved by DDA).
- \_\_\_\_\_ Applicant agrees that all work will be completed in a professional manner and that continued maintenance of the property and improvements will be ongoing.
- \_\_\_\_\_ The applicant agrees that only the work approved by the DDA in the application process shall be eligible for reimbursement, unless the DDA has approves changes in an amended agreement.
- \_\_\_\_\_ The applicant must submit copies of invoices, receipts, proof of payment and an itemized statement of the total cost of the project to the DDA within 2 months of project completion.
- \_\_\_\_\_ The applicant will abide by Equal Employment Opportunity and Civil Rights guidelines.
- \_\_\_\_\_ The applicant shall indemnify, protect, defend and hold harmless the DDA and its agents and employees from all claims, damages, lawsuits, costs, and expenses for any property damage, personal injury, or other loss relating to the DDA Façade Incentive program.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Owner Signature (if other than applicant)

\_\_\_\_\_  
Date