



MAIN CORRIDOR RENEWAL GRANT

221 E Clark Street
 Albert Lea, MN 56007
 507.377.4349 OFFICE
 507.377.4362 FAX

PARCEL ID NUMBER(S)		DATE RECEIVED
PROPERTY INFORMATION		
Property Address		
PROPERTY OWNER INFORMATION		
Owner Name		
Owner Address		
Owner Phone		
Owner Email		
APPLICANT INFORMATION <i>(if different from above)</i>		
Applicant Name		
Applicant Address		
Applicant Phone		
Applicant Email		

OWNER'S STATEMENT

I am the owner of the above described property and I agree to this application. By signing this application, I certify that all fees, charges, utility bills, taxes, special assessments and other debts or obligations due to the City by me or for this property have been paid. I further certify that I am in compliance with all ordinance requirements and conditions regarding other City approvals that have been granted to me for any matter. (If the owner is a corporation or partnership, a resolution authorizing this action on behalf of the board or partnership must be attached.)

 Owner's Signature

 Date

APPLICANT'S STATEMENT *(if different from above)*

This application should be processed in my name, and I am the party whom the City should contact about this application. I have completed all of the applicable filing requirements and, to the best of my knowledge, the documents and information I have submitted are true and correct.

 Applicant's Signature

 Date

APPLICATION PROCESS

- 1. **APPLICATION:** Completion of this application is required by property owners seeking grant funds to assist with façade or site improvements for buildings along the City’s main commercial corridors.

- 2. **PROJECT DESCRIPTION:** Describe all proposed façade or site improvements (e.g. window replacement, lighting, awnings, and signage). The façade includes those portions of the building that are visible from a public street.

3. **REQUIRED ATTACHMENTS:**

- Site plan drawings
- Scaled elevation drawings
- Contractor cost estimates

- 4. **FINANCIAL INFORMATION:** Demonstrate that the owner has the financial capacity to complete the project in a timely manner. The property owner is required to pay the contractor the full amount of the contract for any completed portion of the work and to obtain contractor, mechanics and material lien waivers, prior to submitting a requisition to the City for reimbursement of 50% of the paid invoices up to the maximum amount specified in the Construction Award/Grant Agreement. The request is to be submitted on the attached reimbursement form for each contractor.

Proposed Start Date: _____

Proposed Completion Date: _____

Current Assessed Value: _____

Taxes Paid to Date (*circle one*): YES NO

- 5. **PROJECT BUDGET:** List the source and use of funds to complete the façade improvements.

6. **APPROVAL:**

This grant application has been reviewed by Building and Zoning staff and the application is consistent with the MN State Building Code and City of Albert Lea Zoning Code.

Building and Zoning Staff: _____ Date: _____

The City Council has reviewed and approved disbursement of grant funds.

City Manager: _____ Date: _____