



**Monmouth Urban Renewal Agency  
General Assistance Grant Program**



**Application**

Date Application Submitted \_\_\_\_\_

**Applicant Information:**

Company \_\_\_\_\_

Address \_\_\_\_\_

Address of Subject Property \_\_\_\_\_

Assessor Tax Lot Number \_\_\_\_\_

Contact Person \_\_\_\_\_ Email Address \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Building Owner                       Tenant

**Building Owner Information (if different from applicant):**

Contact Person \_\_\_\_\_

Contact Address \_\_\_\_\_

Email Address \_\_\_\_\_ Phone Number \_\_\_\_\_

Fax Number \_\_\_\_\_

Owner is aware of the application                       Owner has endorsed the application

**I have reviewed the following document(s), as it pertains to my application:**

Sign Code - Chapter 15.10 of the Monmouth City Code

Main Street District Standards - Chapter 18.90 of the Monmouth City Code

Monmouth Urban Renewal District Plan

**Please submit the following information with your application:**

- Photographs clearly showing existing conditions of the building to be improved;
- A written description of the proposed work (attached);
- Drawings or sketches showing the proposed improvements on the building and placement of other features around the building, if applicable; Exact samples of paint, colors and materials (please attach);
- A cost estimate from a contractor (if used), including contact information for the contractor (please attach);
- Written consent from the property owner, if owner is different from applicant.

**Project Start Date** \_\_\_\_\_

**Expected Completion Date** \_\_\_\_\_

**Total Estimated Cost of Project** \_\_\_\_\_

**Grant Amount Requested** \_\_\_\_\_

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*I agree that the information provided above and within is accurate and correct to the best of my knowledge. I also assure that my person and business are in compliance with all laws, ordinances, rules and regulations of the State of Oregon and the City of Monmouth.*

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

## Written Summary of Proposed Work:

Please be specific, providing as many details regarding materials as possible. Also explain how the proposed project will enhance the integrity of the Main Street District. In addition, please provide; purpose for the project, intended use of the building, current use of the building and estimated age of the building.

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\*\*Attach additional sheets if necessary.

## Property Owner Consent Form:

I, \_\_\_\_\_ (“Property Owner”), certify that I own the property located at \_\_\_\_\_ (“Address”) in Monmouth, Oregon and that I have reviewed the application by \_\_\_\_\_ (“Applicant”) for participation in the Monmouth Urban Renewal Agency’s Façade Improvement Grant Program. I understand that the proposal includes the following changes and/or enhancements to my building:

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I fully support this application and further certify that the Applicant holds a valid lease for \_\_\_\_\_ months, expiring on \_\_\_\_\_.

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Date Signature of Property Owner

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Printed Name of Property Owner

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Mailing Address of Property Owner

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Telephone Number of Property Owner

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Return to:

City of Monmouth  
Office of the City Manager  
151 Main St W  
Monmouth, OR 97361  
503-751-0147