



DEVELOPMENT DEPARTMENT

Downtown Facade Improvement Program: Application

47 Hall Street | Powell, OH 43065 | 614.885.5380 | cityofpowell.us

Downtown Facade Improvement Grant Program Application Form

Property Owner Information:

Name: _____

Contact Information:

Property Address: _____

Property Description (Commercial, Mixed-use, or Residential): _____

Property Ownership Status (Owner, Tenant, Other): _____

Project Details:

Proposed Facade Improvement Project Description:

Estimated Project Cost: _____

Amount Requested from the Grant Program: _____

Matching Investment Amount (Financial or In-kind Contribution): _____

Timeline for Project Completion: _____

Compliance with Downtown Architectural Guidelines:

How does your proposed facade improvement project align with the City of Powell Downtown Architectural Guidelines?

Are there any historical features or elements that will be preserved or restored? If yes, please describe.

Demolition (if applicable):

Is your project planning to include demolition of any existing structures or elements? If yes, please provide details and explain the rationale for demolition.

Project Impact and Benefits:

How do you anticipate the proposed facade improvements will enhance the visual appeal of the downtown area?

How will the project contribute to the economic vitality and development of the downtown area?

Are there any anticipated positive effects on the community, such as increased foot traffic, job creation, or business attraction?

Project Feasibility:

Do you have any prior experience with similar facade improvement projects? If yes, please provide details.

Have you obtained any necessary permits or approvals required for the proposed project? If not, please describe your plan for obtaining them.

Do you have the financial resources or access to funding beyond the grant program to complete the proposed project?

Supporting Documentation: Please attach the following documents with your application:

1. Detailed project proposal, including design plans and specifications.
2. Cost estimates from contractors or suppliers.
3. Images or sketches of the existing facade and proposed improvements.
4. Any additional documentation supporting your application (e.g., letters of support, historic preservation approvals).

Declaration: By signing below, I acknowledge that the information provided in this application is true and accurate to the best of my knowledge. I understand that the grant award is subject to the availability of funds and the approval of the Powell Development Corporation.

Signature: _____ Date: _____

Please submit the completed application form and supporting documentation to:

City of Powell Community Development Department;
in care of Powell Development Corporation
47 Hall Street
Powell, Ohio 43065

For any questions or clarifications, please contact:
614.885.5380

Powell Development Corporation Application Process

1. Pre-application Meeting

a. Applicants are required to schedule a pre-application meeting with Powell Community Development staff to review the scope of work and project information, including drawings.

b. All requests for pre-application meetings, please contact:

City of Community Development Department in care of the Powell Development Corporation
47 Hall Street
Powell, Ohio 43065
614.885.5380

2. Downtown Façade Improvement Application Submittal

a. Applications will be accepted on an-on-going basis. Applicants are required to submit the following:

i. Completed Downtown Façade Improvement Program Application form.

ii. Estimated budget with detailed line items (including a contingency of up to 10% for each line item).

iii. Visual representations of the proposed improvements, to include but not limited to:

- Site plan(s)
- Building plan(s)
- Elevation(s)
- Architectural rendering(s)
- Product cut sheets

3. Project Approval Process

a. Applications will be reviewed and accepted based on the complete submission and eligibility requirements.

b. Upon acceptance, applications will be reviewed by Powell Community Development staff based upon eligibility.

c. Projects that meet that are accepted for approval will be forwarded to the Powell Development Corporation for final approval.

d. Decision letters will be sent to all applicants following the Powell Development Corporation approval.

e. If approvals are necessary from the Historic Downtown Advisory Commission and/or the Planning and Zoning Commission, all approvals will be pending the outcome of those approvals.

- f. Applicants must submit and gain any necessary zoning and building permit approvals prior to project start.
- g. All projects are expected to commence within 60 days of the zoning and building permit approval and by completed within 180 days of commencement.

4. Project Completion and Grant Reimbursement

- a. Obtain all applicable City approvals and pass all zoning and building inspections related to the project.
- b. Obtain a Certificate of Occupancy or Certificate of Completion, if applicable.
- c. Resolve any city code violations, if applicable.
- d. Submit a completed W-9 to the Powell Finance Department.
- e. Submit all receipts or invoices that match the project description and final budget. If other building improvements were made in conjunction with the façade improvements, separate cost related to the façade improvements must be provided.
- f. Receive the Powell Development Corporation verification of work.