

# Sherwood Old Town Façade Grant Guidelines

## City of Sherwood Urban Renewal Agency

### Old Town Facade Program – August 2014 Update

**Program Scope** – This program provides an incentive for owners to upgrade their property. Applications must be approved by the URA Board prior to the initiation of work covered in the grant request. This program dedicates a pool of money for the upgrade and renewal of Commercial buildings in the Old Town overlay zone.

**Funding Source** – This pool of money will be funded entirely by the Urban Renewal Agency.

**Program Guidelines** – The following guidelines will be used to administer the Program:

1. Any money provided by this program must be used for the exterior upgrade to an existing structure located in Old Town. These structures must be used for mixed-use or commercial use.
2. All dollars provided by this program must be matched by an equal or greater contribution of materials and services provided by the applicant.
3. All grant requests will be made using a form provided by the District. The full Urban Renewal Board will review each application for support and will award grants based on the proposed project.
4. Pre-application design assistance may be available through the City at no charge to the applicant.
5. Applicants may apply as many times as they wish, however, generally one grant per year per property will be awarded. Exceptions may be made depending on the number of applications and amount of money spent for the year.
6. Each application will be reviewed by staff and recommended to the URA Board for action. The URA Board will make the final award by resolution.
7. Grant Awards shall be paid within 14 days following presentation of an eligible receipt for the project. Each payment will be in the amount equal to 50% of the submitted receipt, up to the full amount of the grant. Photos of completed work must be submitted with receipts in order to be reimbursed.
8. A matching grant of up to \$15,000 may be provided per street address or per street-facing façade (including alleyways). The amount of any one award will depend on the number of applications received and the amount of grant money awarded for the year.
9. General maintenance, including new roofs, paint, and landscaping is not eligible for grant funding. Paint may be reimbursed if it is used to cover replaced siding.
10. Any Building Siding that is requested to be included within the Grant should be real wood, brick, or composite such as “Hardi-Plank” (board product with no more than 6” of width exposed). Vinyl siding, aluminum siding and 4’ x 8’ sheet materials such as T-111 will not be considered.
11. Window and Door frames should be specified as Wood, Vinyl, or Black anodized aluminum.
12. The façade grant program does not evaluate or determine compliance with the Old Town Overlay District Standards. All façades must meet the Old Town Overlay District

design standards found in Title 16, Division IX, Chapter 16.162 of the Sherwood Municipal Code, found online at: [www.sherwoodoregon.gov](http://www.sherwoodoregon.gov).  
(<http://library3.municode.com/default-now/DocView/16625/1/20/29#0-0-0-2291>).  
All building codes must be followed.