

**Façade and Streetscape Improvement Program**  
**Round 4 Application**  
**Due November 1, 2024**

**Applicant Information**

Applicant Name:

Preferred Mailing Address:

Preferred E-mail Address:

Preferred Phone:

Applicant is:  Building Owner  Business Tenant  Village/Town  Other:

Location of Proposed Project:

Business (If Applicable):

Municipality (Streetscape Program):

**Project Information**

**Proposed project includes (check all that apply):**

- |   |  |
|---|--|
| <input type="checkbox"/> Façade: Cleaning and/or repointing of bricks | <input type="checkbox"/> Signage: Free-standing sign/ A-frame sign                               |
| <input type="checkbox"/> Façade: Repair or replacement of windows     | <input type="checkbox"/> Public Art: Mural   |
| <input type="checkbox"/> Façade: Repair or replacement of doors       | <input type="checkbox"/> Public Art: Sculpture   |
| <input type="checkbox"/> Façade: Entryway improvements                | <input type="checkbox"/> Streetscape: Gateway and/or wayfinding signage                          |
| <input type="checkbox"/> Façade: Painting                             | <input type="checkbox"/> Streetscape: Benches  |
| <input type="checkbox"/> Façade: Awnings or canopy                    | <input type="checkbox"/> Streetscape: Trash cans   |
| <input type="checkbox"/> Exterior Lighting: Architectural lighting    | <input type="checkbox"/> Streetscape: Planters   |
| <input type="checkbox"/> Exterior Lighting: Pathway lighting          | <input type="checkbox"/> Streetscape: Informational kiosk  |
| <input type="checkbox"/> Interior Lighting: Display lighting          | <input type="checkbox"/> Streetscape: Banners  |
| <input type="checkbox"/> Signage: Wall sign                           | <input type="checkbox"/> Streetscape: Bike racks or similar active transportation infrastructure |
| <input type="checkbox"/> Signage: Perpendicular sign                  | <input type="checkbox"/> Streetscape: Street trees and/or permanent landscaping                  |
| <input type="checkbox"/> Signage: Awning lettering                    | <input type="checkbox"/> Other:  |
| <input type="checkbox"/> Signage: Window lettering                    |  |

**Project Description**

Please detail the **current** condition of the following as applicable to the project:

Building:

Signage:

Site:

Proposed Scope of Work:

Anticipated impact of the Project (How will this improve the downtown area?):

**\*Photograph(s) are required to illustrate the current condition (electronic are preferred).**

**Cost Estimates**

This Program requires two (2) cost estimates to be submitted for all work to be completed. Please list all work to be completed in the table below and indicate the total of each estimate. The lowest estimate should be used to compile your total project cost and grant request. *\*Tax and shipping costs are ineligible expenses under this program.*

Work to be Completed	Estimate #1	Estimate #2	Lowest Estimate

<b>Total Estimated Project Cost:</b>	\$	(total of lowest estimates)
<b>Grant Request:</b>	\$	(75% of total project cost)
<b>Applicant's Matching Funds:</b>	\$	(project cost minus grant request)

## Applicant Eligibility (Façade Improvement Program Only)

1. Are you a property owner and/or business with mixed-use or commercial buildings located in a hamlet or village in Lewis County?

Yes                       No                       Unsure

If “No” or “Unsure”, please contact Megan Krokowski before applying

2. Are your Village, County, Town and School taxes current?

Yes                       No                       Unsure

If “No” or “Unsure”, please explain:

3. Have you contacted your Village to inquire about required building permits and/ or signage permits?

Yes                       No                       Unsure

If “No” or “Unsure”, please contact Megan Krokowski prior to applying.

4. Are you a current or former County Employee or County Official?

Yes                       No                       Unsure

If “Yes” please explain your role within the County:

## Application Attachments

### The following items are required for ALL applications:

- Two (2) cost estimates for all work to be completed or items to be purchased. Estimates submitted should match the information listed above in the cost estimates table.
- Site Plans for the project for the committee to visualize the project
- Current Photograph(s) showing the existing condition of the project building /project site.
- Annotated photograph(s) of the project building or site identifying the location(s) of improvements to be made.

### The following items are required based on the specific project:

- Images / specs of items to be purchased (if the contractor hasn’t included them):

**For façade projects**, this may be an architect’s rendering of the work to be completed including paint colors, doors, windows and/or awning selections.

**For lighting projects**, this may be online or catalog images of the fixtures and specs for the bulbs.

**For signage projects**, this may be a sign maker's rendering including dimensions of signage, location of signage, materials, colors, and description of mounting hardware and brackets.

**For public art projects**, this may be a rendering of the work to be completed, or if not yet designed, the résumé of the artist and samples of past work.

**For streetscape projects**, this may be online or catalog images of items to be purchased

## Certification

Please read and initial the following statements, indicating that you understand and agree to each:

\_\_\_\_\_ I am eighteen years of age or older

\_\_\_\_\_ I have read the program guidelines and understand its contents, agree to comply with program requirements, and understand that if my project involves a historical structure, I will need to get materials and designs approved by the Lewis County Historical Society before beginning work.

\_\_\_\_\_ I hereby certify that to the best of my knowledge, all of the information provided in this application is true and correct. I understand that any willful misstatement of material fact will be grounds for disqualification. Lewis County is hereby authorized to verify any of the above information in any appropriate matter and to inspect the property before approving and following work completion.

\_\_\_\_\_ I hereby certify that if renderings and scope of work package have been prepared by InSite Architecture, I have utilized the rendering and scope of work in the formulation of this application submission.

\_\_\_\_\_ I understand that any contract for improvements to be paid for, in part, by the Program shall be between the contractor and myself, and that I should not sign any contract for work under this program until authorized to do so in writing. I understand that the grant payment is subject to satisfactory completion of the approved work.

\_\_\_\_\_ I also understand that Lewis County is not responsible or liable for any breach of contract, faulty workmanship, accident, liability, or damage, that might arise from (my/our) relationship with the contractor.

\_\_\_\_\_ I hereby grant Lewis County and the Lewis County IDA the unrestricted right to use, for any lawful purpose, photographs taken of the property listing herein, which I own and/or for which I have the authority to grant such permission, and to use my name in connection therewith if it so chooses. I release and discharge Lewis County and the Lewis County IDA from any claims or causes of action arising from the use of such photographs, including, without limitation, claims for libel or invasion of privacy.

\_\_\_\_\_ I hereby grant Lewis County the permission to post temporary signage at the project location(s) identifying the participation in the Façade and Streetscape Improvement Program and installing a permanent plaque, provided by Lewis County, of the program participation after the project.

---

**Applicant's Signature**

**Date**

\*Application must be initialed, signed, and dated to be eligible for funding.

**Lewis County Planning & Community Development Department will acknowledge the receipt of your application by sending a confirmation email to the contact identified above. It is the applicant's responsibility to ensure that the application has been received. If no confirmation has been made, promptly reach out to Megan Krokowski.**

For questions regarding the application requirements, please contact:

Megan Krokowski

Community Development Specialist

(315) 376-5423

[megankrokowski@lewiscounty.ny.gov](mailto:megankrokowski@lewiscounty.ny.gov)