

Façade and Streetscape Improvement Program Round 5 Pre-Application Due October 24, 2025

This Pre-Application form is used to determine if a proposed project is eligible. Once eligibility is confirmed, guidance will be provided to help strengthen the final application. The first **five (5)** eligible façade improvement projects will be referred to InSite Architecture to create renderings and develop the project scope. Applicants will receive the final renderings and scope of work packages by **November 21st**, giving them time to obtain at least two contractor estimates to include with the full application due **December 31st**. A list of Lewis County contractors who can provide quotes is available on the Lewis County Planning & Community Development website.

Applicant Information

Applicant Name:

Business Name (If Applicable):

Preferred E-mail Address:

Preferred Phone:

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

Location of Proposed Project:

Scope

Brief description of how you intend to use grant funds:

Cost

What is the estimated project cost?

Designs

Do you have renderings already prepared for your project?

If yes, do your designs comply with the [Lewis County Downtown Design Guide](#)?

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

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

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

☐Yes ☐No ☐Unsure

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

Pre-Application Attachments

☐ Provide several clear, front-facing images of the façade or streetscape location.

☐ Provide images of building and/or streetscape designs you are trying to replicate on your structure.

Certification

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

_____ I am eighteen years of age or older.

_____ If eligible, I pledge to timely cooperate, collaborate, and communicate with representatives of In Site Architecture with the production of project renderings and scope of work packages.

_____ If renderings and a scope of work package are prepared and submitted to me by InSite Architecture, I pledge to utilize the rendering and scope of work for the final Application submission in which an award may be granted.

_____ I understand that the completion and submission of this Pre-Application form in no way guarantees funds or InSite Architecture Services.

Applicant's Signature

Date

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

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

For questions regarding the pre-application, contact Megan Krokowski, Community Development Specialist by email at megankrokowski@lewiscounty.ny.gov or by phone at 315-376-5423.

7660 North State Street • Lowville, NY 13367 • 315-377-2000 • lewiscountyny.gov

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