



## FACADE IMPROVEMENT GRANT APPLICATION

### LOCATION AND BUSINESS INFORMATION

Property Address \_\_\_\_\_

\_\_\_\_\_  
Name of Business at Property Address

\_\_\_\_\_  
Business/Tenant Phone

\_\_\_\_\_  
Business/Tenant Email

\_\_\_\_\_  
Business License No.

### APPLICANT

\_\_\_\_\_  
Name

- Property Owner**  
 **Business/Tenant**

\_\_\_\_\_  
Mailing Address (if different than property address)

\_\_\_\_\_  
Email (if different than above)

\_\_\_\_\_  
Phone (if different than above)

### PROJECT INFORMATION

#### Select the Facade Elements you would like to address with the Facade Improvement Grant:

- Tier 1 - Nonarchitectural Improvements: Awning replacement, parapets, new signage, sign removal, and storefront window displays
- Tier 2 - Painting: Exterior painting, murals/art
- Tier 3 - Architectural Improvements: Window or door refurbishment/replacement, historic features
- Architectural Design Services (Also complete Page 3)

**Estimated Total Project Cost:** \_\_\_\_\_

#### Provide a brief description of your proposed project:

#### Does the Facade Improvement Project meet the following program goals (check all that apply)?

1. Visually improves storefronts and streetscapes.
2. Enhances prominent retail and commercial areas.
3. Rehabilitates or replaces historic features.

**APPLICANT ACKNOWLEDGMENT:**

*Applicant Acknowledgment Required*

**Check here to acknowledge the following:**

- If the City determines my application is eligible, I can enter into an agreement to qualify for a facade grant. The agreement will specify the scope of improvements to be completed and the amount of the grant I will receive when the project is completed.
- I understand that I will not receive any funds from the City until and unless my application is approved; I enter into an agreement on what improvements will be made; I complete all the improvements; and I submit a reimbursement request with proof of payment.
- I understand that the City will only pay for the following costs as defined in the [Facade Improvement Program Guidelines](#):
- I am responsible for:
  - Match requirement as defined in the Facade Improvement Program Guidelines.
  - Any architectural fees or other costs beyond the approved grant award.
- (Must acknowledge if applying for architectural design services)* I acknowledge that the City of Mountain View’s contracted architect will meet (in person or virtually) to discuss the building changes and provide a sketch of the building changes with a new facade along with a rough cost estimate. I understand that the City will review the sketch and the planned improvements to determine if my application is eligible for a grant according to the criteria in the brochure “Facade Improvement Project.”

**Applicant Signature**

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APPLICANT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

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***IF THE APPLICANT IS THE TENANT, THE PROPERTY OWNER MUST COMPLETE THE FOLLOWING PORTION:***

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**OWNER’S AUTHORIZATION TO PROCEED**

My signature below shall serve as authorization for the above-named tenant to proceed with the physical improvements described in this application. I certify that I am the legal owner of record of the above-named property.

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SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

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PRINT NAME \_\_\_\_\_ EMAIL \_\_\_\_\_

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PROPERTY OWNER MAILING ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_

## ARCHITECTURAL DESIGN SERVICES

**Complete this page if you are requesting Architectural Design Services:**

**1. Will you be opting to work with a City-retained architect or working with a firm of your choice? Check one:**

Option 1: Work with a City-retained architect (*complete Items 2 through 5 on this page*).

Option 2: Work with a firm of choice (*complete Items 3 through 4 on this page*).

*For Option 2—Identify the firm name here:* \_\_\_\_\_

Option 3: My project will not require architectural design services (*move on to Page 4*).

**2. If you are choosing to work with a City-retained architect, identify here whether you have a preference between one of the two City-retained architects, or if the City can assign your project to an architect accordingly:**

M. Designs Architects ([mdesignsarchitects.com](http://mdesignsarchitects.com))  
384 Castro Street, Mountain View, CA 94041

William Maston Architects ([mastonarchitect.com](http://mastonarchitect.com))  
372 Castro Street, Mountain View, CA 94041

No Preference.

**3. What goals are you trying to meet with architectural design assistance? Check all that apply:**

Aesthetic—Improving the look and feel of the storefront facade.

Technical—Improving the storefront facade for safety/accessibility.

**4. Please provide any additional information on your goals here:**

**5. Checklist of items to be included for Architectural Services:**

- As-Built/Existing Conditions Drawings. NOTE: If as-built drawings are not provided with the grant application, the grant recipient will be responsible for the cost of architectural services needed to prepare up-to-date as-built drawings.
- Other designs, plans, color palettes, or materials. Please label each document.
  - Photos of existing conditions.
  - Lighting Plan (if exterior lights are proposed)
  - Historical or Cultural Resource Assessment (if applicable to building)

**ITEMIZED LIST OF FACADE IMPROVEMENTS**

**Instructions:** Applicants who choose to forgo the additional funding opportunity for architectural design services must complete this form with their application. Please attach written estimates from chosen vendors.

Tier	Item	Description	Estimated Cost
<b>Tier 1</b>	Awning Replacement		
	Parapets		
	New Signage/Sign Removal		
<b>Tier 2</b>	Exterior Painting/Murals		
<b>Tier 3</b>	Doors		
	Exterior Lighting		
	Replacement of Historical Features		
	Windows		
	City Permit(s) <i>(City staff to help determine permit costs)</i>		

Total Project Cost \_\_\_\_\_

**GRANT REQUEST** (Total Project Cost x 50%, up to maximum tier amount) = \_\_\_\_\_