

**Village of Winthrop Harbor
Business Property Improvement Program Application**

The following information must be submitted with your application in order for it to be reviewed by the Design Review Committee:

- 1) Current photograph of the property to be improved.
- 2) Drawings or sketches of proposed improvements.
- 3) Material samples, paint chips, etc.
- 4) Two written itemized quotes for project with labor and materials listed separately.
- 5) Copies of any leases associated with the property.
- 6) Written description of proposed improvements, including materials and colors.
- 7) Written permission of property owner, if applicable.
- 8) Proof that all property taxes are paid to date.

Applicant Name _____ Phone _____

Property Owner's Name _____

Property Address _____

Mailing Address _____

Property Tax I.D.# _____

Eligible Improvements (Check all that applies to your project)

- ___ Brick and wall surface cleaning.
- ___ Façade wall patching and painting.
- ___ Non-conforming materials removal.
- ___ Canopy, porch, eaves, awning installation.
- ___ Window and door replacement, repair, paint.
- ___ Trim repair, replacement, paint.
- ___ Mortar joint repair.
- ___ Railings and ironwork repair and addition.
- ___ Cement/brick replacement, repair to exterior steps.

____ Trash Receptacle.

____ Landscape Enhancements.

Other _____

Total cost of improvements \$ _____ **100%**

Applicant's Contribution \$ _____ _____% **(Min 25%)**

Amount of Grant Requested \$ _____ _____%

Signature of Applicant

Date

Printed Name of Applicant

Signature of Property Owner if Applicant is Tenant

Date

Printed Name of Property Owner if Applicant is Tenant

Internal Use

Signature of Village Board Representative if approved

Date

Amount approved \$ _____ Remarks: _____
