

**Urban Renewal Agency Resolution 2003-001**

**A RESOLUTION AUTHORIZING THE DISTRICT ADMINISTRATOR THE ABILITY  
TO ADMINISTER THE FACADE PROGRAM**

**WHEREAS**, the Sherwood Urban Renewal Planning Advisory Committee (SURPAC) has met in public meeting and discussed the Façade Program attached as exhibit A, and

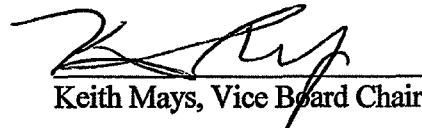
**WHEREAS**, the SURPAC committee has voted to recommend to the District Board of Directors that the Program as outlined in attachment A be administered by the District Administrator; and

**WHEREAS**, money exists in the District General Fund;

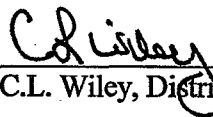
**NOW, THEREFORE, THE DISTRICT BOARD RESOLVES AS FOLLOWS:**

**The District Manager is Directed** to implement the Façade program as outlined in exhibit A, attached.

**Duly passed by the City of Sherwood Urban Renewal District Board this 28<sup>th</sup> day of January 2003.**

  
Keith Mays, Vice Board Chairman

ATTEST:

  
C.L. Wiley, District Recorder

## **Exhibit A**

**City of Sherwood Urban Renewal District**  
**Old Town Facade Program**  
*January 2003*

**Program Scope** – This program has been proposed to provide 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 District.

**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 amount of money provided by the applicant.
3. All requests for money will be made using a form provided by the District. The full SURPAC Committee will review each application for support and will award grants based on the project proposed.
4. The Program Pool will have \$150,000 and will award grants in an amount not to exceed \$15,000 per grant application.
5. Applicants may apply as many times as they wish, however, generally one grant per year per property will be awarded. Exceptions will be made by SURPAC depending on number of applications and amount of money spent for the year.
6. Each application will be reviewed by staff and recommended to SURPAC for action. SURPAC will, then recommend their action to the District Board. The Board will make the final award by resolution.
7. Money up to the grant amount will be awarded with-in 14 days of presentation of a receipt for the project. Each receipt award will be in the amount of 50% of the receipt.

# City of Sherwood

Urban Renewal District

Facade Grant Program

January 2003



City of  
**Sherwood**  
Oregon

*Home of the Tualatin River National Wildlife Refuge*



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**Sherwood**  
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### Old Town Facade Program Grant Application

Date of Application: \_\_\_\_\_ SURPAC Review Date: \_\_\_\_\_

**Business Information**

Name of Business \_\_\_\_\_

Physical Business Address \_\_\_\_\_

Mailing Address (if different from physical address) \_\_\_\_\_

Business Phone \_\_\_\_\_ Business Fax \_\_\_\_\_ Web site \_\_\_\_\_

Business Owner(s) Name(s) \_\_\_\_\_

Address of Property to be Improved \_\_\_\_\_ Phone \_\_\_\_\_

Application being submitted by \_\_\_\_\_ Phone \_\_\_\_\_ E-mail \_\_\_\_\_

**Project Information**

Please describe scope of project. Attach quote, photos or other information as appropriate. (Please attach additional sheets as required).

Est. Project Start Date: \_\_\_\_\_ Est. Project Completion Date: \_\_\_\_\_

**Budget**

Total Project Cost: \$ \_\_\_\_\_  
Dollar Amount Requested: \$ \_\_\_\_\_  
(Please see attached Guidelines)

**Authorization**

\_\_\_\_\_  
SURPAC President

\_\_\_\_\_  
District Board President

\_\_\_\_\_  
Date Awarded