



Community and Economic Development Department

**City of Sweet Home**  
 3225 Main Street  
 Sweet Home, OR 97386  
 541-367-8113  
 Fax 541-367-5007  
 www.sweethomeor.gov

**Sweet Home Commercial Exterior Improvement Program (CEIP)  
 Grant Review Committee Application Review**

Grant Request		File:	
Date Received:		Applicant:	
Business Location:		Owner (Assessor Records)	
Committee Review Date		Notes:	
Current with City Taxes and Fees	<input type="checkbox"/> Yes <input type="checkbox"/> No	Property Zoning:	

**1. Community and Economic Development Department Initial Review**

Date:

Comments: Applicant should consult with the Community and Economic Development Department to obtain all necessary development permits; including building permits and sign permit(s): (541) 367-8113.

**2. CEIP Grant Review Committee**

Committee Member	In Attendance? Quorum = 3
Mayor Greg Mahler	
Dave Bauer	
George Medellin	
Jo Ann McQueary	

**a. Is the business eligible under Section 4.1?**

Requirement:

*4.1 Eligible Businesses are defined as those businesses that comply with the following:*

*4.1.1 Eligible businesses must be located within a commercial zone in the gateway and downtown areas of Sweet Home: The Main Street corridor between 1<sup>st</sup> and 18<sup>th</sup> Avenues, and the Long Street*



*Corridor between Holley Road and 18<sup>th</sup> Avenue (See the attached program map).*

- 4.1.2 Building owners and business operators must be current with all City taxes, licenses and fees.*
- 4.1.3 Business owners and operators may be subject to a title search and/or credit check.*

Committee Determination:

Eligible Business Under Section 4.1?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comments:	

**a. Are the improvements eligible under Section 4.2?**

Requirement:

*4.2 Eligible Improvements and their matching amount include:*

<i>IMPROVEMENT</i>	<i>MATCHING GRANT (Percentage indicates maximum amount of grant funds available)</i>
<i>Americans with Disabilities Act Compliance</i>	<i>75%</i>
<i>Awning</i>	<i>50%</i>
<i>Façade Enhancement</i>	<i>50%</i>
<i>Façade Enhancement Consistent with Approved Options</i>	<i>75%</i>
<i>Landscaping</i>	<i>50%</i>
<i>Painting</i>	<i>50%</i>
<i>Parking Lot</i>	<i>50%</i>
<i>Pedestrian Environment (sidewalks, walkways, public plaza, lighting, code compliance, roof, rot repair,</i>	<i>75%</i>



<i>masonry cleaning, rain gutter and downspout repair, new siding)</i>	
<i>Replacement Signs</i>	<i>50%</i>

Committee Determination:

i. Type of Improvement listed in Section 4.2:	
ii. Is the improvement eligible as described in Section 4.3: Does it comply with the Purpose and Intent of the Program and the Program Objectives?	<input type="checkbox"/> Yes <input type="checkbox"/> No
iii. What is the match percentage?	
iv. Expenses incurred after January 1, 2018?	<input type="checkbox"/> Yes <input type="checkbox"/> No
v. Is the grant request over \$10,000?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, did the committee make the finding that the project would provide an exceptional public benefit and qualify for more than \$10,000?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
vi. What amount does the Committee recommend be approved under this program?	
<p>Recommendation of Grant Review Committee for File:</p> <p><input type="checkbox"/> Approval <input type="checkbox"/> Denial</p> <p><u>Comments:</u></p>	
<p>Decision by the City Manager:</p> <p><input type="checkbox"/> Approval; Including Grant Review Committee Recommendations <input type="checkbox"/> Denial</p>	
_____	_____
Ray Towry, City Manager	Date