

Application Materials Design Assistance Program	Information Required		Information Provided	
	Yes	No	Yes	No
Assessor's Summary Report for the property(ies)				
Deed for property(ies) from County Clerk				
State of Oregon Business Registry Report for Business				
Copy of Lease if applicant is not the property owner				
Photos of existing conditions of property & building(s)				
Elevation drawings for the structures proposed to be improved				

MANDATORY CRITERIA Building Improvement & Adaptive Reuse Programs	Standard Met?	
	Yes (X)	No (X)
The property owner's utility accounts with the City of Madras are in good standing.		
The business owner possesses, or can reasonably obtain, a valid business license from the City.		
The applicant has selected a licensed Architect to complete the conceptual design and related work.		
The applicant has selected a licensed General Contractor who will work with the property owner and Architect to develop a conceptual design that is consistent with the property owner's construction budget.		