Madras Redevelopment Commission

Window Display Improvement Program













125 SW "E" Street Madras, OR 97741 541-475-2344 www.ci.madras.or.us

Window Improvement Program Packet Page 1 of 5

OVERVIEW

The Madras Redevelopment Commission (MRC) has a Window Display Improvement program to assist property owners and businesses to make their window displays more visible. Guidance to the MRC identified that most businesses' signage does little to attract customers. Rather, attractive window displays that show visitors to the downtown area what goods and services a business provides is far more effective to increase sales from customers. This program includes grant funding for lighting and display professionals to renovate a storefront display by paying for installation of track lighting with moveable heads, light bulbs, display platforms up to where the storefront window sits, storefront window ceiling grids, replacement of reflective window film with transparent window film, and display fixtures. This program can also pay for the MRC to put on classes on window display renovations.

ELIGIBILITY

- 1. The subject property is located within Madras Urban Renewal District boundary (see Map 1).
- 2. Property owner/business' utility accounts with the City of Madras are in good standing.
- 3. There are no outstanding City Code violations on the subject property.
- 4. Applicants may be:
 - An Individual
 - A For-Profit Business Tenant (with written approval from the building's owner)
 - Property or Business Owner
 - A 501 (c)(3) not-for-profit or charitable organization
- 5. Current storefront windows and display does not visually communicate the goods/services the business provides.
- 6. The property owner/business has not received any other funding from the City within one-year.

AVAILABLE FUNDING

The Madras Redevelopment Commission will allocate grant funding for Window Display Improvement grants in their biennial budget. The MRC will consider awarding grant funding for applications subject to funding availability. The MRC may award up to \$4,000 per application at their discretion based on the approval criteria stated herein.

APPROVAL CRITERIA

Grant funding will be awarded for projects that are consistent with the following criteria:

	MANDATORY CRITERIA	Standard Met?	
	Window Display Improvement Program	Yes (X)	No (X)
1.	If the property owner/business owner does not know what changes are needed, they will utilize the guidance from the MRC design professionals to determine		
	the needed changes to improve the storefront display.		
2.	Darkened and/or reflective windows will be replaced with transparent Low-E windows or film so customers can see into the store 24 hours a day.		
3.	Interior lighting will be installed to illuminate items on display in storefront window.		
4.	Business agrees to change the items and method of display, quarterly.		
5.	All necessary permits (e.g., electrical permit) from the Jefferson County Community Development Department.		

MRC REVIEW PROCESS

Design Assistance applications will be reviewed through the MRC's Type A Review process which is a 30day review process. Once a Window Display Improvement application is filed, the City's Community Development Department will review the application to ensure all required information has been submitted and the approval criteria are satisfied. Once the required information and approval criteria are satisfied, City staff will work with the applicant to purchase the necessary supplies, equipment, permits, and professional guidance.

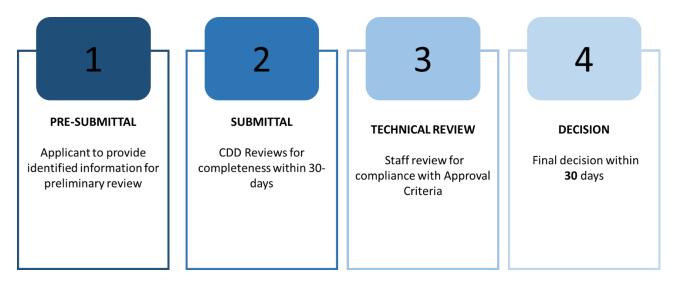
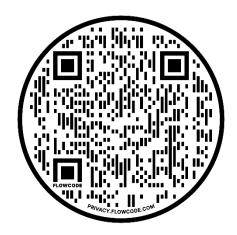


Figure 2. Type A Review Process

Questions?

Nicholas Snead Community Development Director 125 SW E Street Madras, OR, 97741 541-475-2344 <u>nsnead@cityofmadras.us</u>



Scan the QR code to view the application

CITY OF MADRAS

125 SW E Street, Madras, Oregon 97741

Telephone 541-475-2344

Madras Redevelopment Commission Program Application

Project Type				
Check only one:				
Design Assistance	Building Improvement	New Housing Construction		
🗆 Paint Improvement	Adaptive Reuse			
🗆 Window Improvement	low Improvement 🛛 Commercial New Development			

Applicant Information			
Name:			
Business Name:			
Address:			
City:	State:		
Phone:	Email:		
Applicant is the: Business Owner Tenant	🗌 Other 🗌		

Property Owner Information		
Name:		
Address:		
City:	State:	
Phone	Email:	

Architect Information			
Name:			
Business Name:			
Address:			
City:	State:		
Phone	Email:		

Engineer Information			
Name:			
Business Name:			
Type of Engineer: 🗌 Civil 🔲 Mechanical 🔲 Structural 🔲 Surveying			
Address:			
City:	State:		
Phone	Email:		

Subject Property Information			
Address:			
Map & Tax lot:			
Size (acres):	Current Zoning:		
Located in Floodplain: 🛛 Yes 🛛 No			

APPLICATION MATERIALS

Application Materials Window Display Improvement Program	Information Required		Information Provided	
	Yes	No	Yes	No
Assessor's Summary Report for the property(ies)				
Deed for property(ies) from County Clerk				
Copy of Lease if applicant is not the property owner				
Color samples demonstrating the 3 or 4 color scheme proposed				
Itemized list of materials from Madras paint suppliers				
Photos of existing conditions of property & building(s)				

PROJECT BUDGET

Estimated Total Construction Cost: \$_____

I, as the applicant, property owner, or representative thereof, have signed this application consenting to the filing of this application, proposed improvement(s). As such, I have examined all statements, information and all attached exhibits contained herein, and certify them to be true, correct, and accurate. I understand that any false statements may result in this application being denied. I authorize the City of Madras staff to enter the property for inspection of the site in conjunction with this application and all other associated permits, review, and inspections.

Applicant Signature

Date

Property Owner Signature

Date

Questions?

Nicholas Snead **Community Development Director** 125 SW E Street Madras, OR, 97741 541-475-2344 nsnead@cityofmadras.us