

Dates: Received _____ App Complete _____ Loan Board Approved _____ Council Approved _____ Payment _____

Redevelopment Area? Y / N Residential Area? Y / N PIP-LB840-_____

Property Improvement Program Application

City of Atkinson, Nebraska

Applicants need to discuss their proposed improvements with the Atkinson Economic Development Director before the application is submitted. Please direct any questions or comments regarding the submission requirements for the application to Atkinson Economic Development Office at 402-925-5313.

Please ensure that all requested items have been included in your submission. It is important to provide the necessary documentation to avoid delays in the processing of your application.

Guidelines for businesses:

- Signage: A property may receive a loan for up to \$20,000 at 2 percent interest for 10 years OR a grant may be requested for 50 percent of the total project, but not to exceed \$5,000.
- Façade and/or Sidewalks: A property may receive a loan for up to \$20,000 at 2 percent interest for 10 years OR a grant for 50 percent of the project, but not to exceed \$10,000.

Guidelines for residential properties:

- Structure demolition and/or Sidewalks: An applicant may receive a loan for up to \$20,000 at 2 percent interest for 10 years OR a grant may be requested for 50 percent of the total project, but not to exceed \$10,000.

Applicant Name(s):		
Company Name:		
Mailing Address:		
Business Phone: ()	Home Phone: ()	
E-Mail:		
Applicant is (mark appropriate box):	Property Owner:	Tenant:
If the applicant(s) is not the property owner, provide the following information:		Address:
Property Owner:		Phone:
Address of Building or Property to be renovated or demolished:		

Project Overview		
Project Costs - Describe in detail the proposed "project" being undertaken (e.g. awning addition, architectural renovation, painting, etc.) <i>Demolition and clearance projects require at least 2 bids to be submitted.</i>		
Description of Proposed Work	Contractor/Sub	Estimated Cost
Total Estimated Cost:		
Property Improvement Reimbursement Requested:		

When will project start?	Estimated Days/Months for Completion:
<i>All projects shall have one year from approval notification to complete project in order to be eligible for program payment.</i>	
Has any portion of the project been started yet? Y N <i>Any portion of the project started prior to an agreement resulting from this application will not be eligible for assistance.</i>	

Attachment Checklist	Included?
Written Bids/Quotes for all work to be completed <i>Demolition and Clearance Activities require 2 bids.</i>	
Rendering or Sketch of Proposed Improvement	
Color and Materials Samples for Proposed Improvement	
Photographs of the Current Building	
Holt County Treasurer – Real Estate Taxes Current?	
Additional information may be requested as needed	

Comments:

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Demolition Application – Only need to complete if demolition is in scope of project.

Current Use of Structure: Residential Commercial

Lien holders and/or assessments held against the property.

Occupancy Status:

Vacant for 5 Years or more _____

Vacant for less than 5 Years _____

Occupied _____

If occupied, please explain status and nature of the occupancy.

Has this property ever been tested for:

(If Yes, please advise when testing occurred and provide a copy of the report.)

Lead-based paint? YES : Date Tested _____ / NO / UNKNOWN

Asbestos Material? YES : Date Tested _____ / NO / UNKNOWN

Hazardous Material? YES : Date Tested _____ / NO / UNKNOWN

Future Development Plans – Please check one

- New Home
- New Structure
- New Business
- Community Project
- Maintain as Vacant

Applicant **MUST** describe the future development plans for the property, including the nature and proposed timeline of the future development.

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By signing this application, the applicant acknowledges that he/she has authority to act on behalf of owner if applicant is different from owner.

The applicant further guarantees:

The Property Improvement Program is a redevelopment funding reimbursement program and that any contract or agreement for renovation or demolition services is solely between the applicant and independent contractor that is providing the services.

That structure waste debris and any other materials will be properly disposed of at a State-approved disposal facility.

Applicant will hold elected officials, officers, directors, and employees of the Atkinson Economic Development & Finance Committee and City of Atkinson harmless from and against any and all loss, liability, damage and/or injury, including reasonable attorney's fees and/or court costs, which may be caused during the demolition or clearance activity.

I (we) hereby certify that the statements made by me (us) are true and correct to the best of my (our) belief and knowledge.

Signature and Date

Signature and Date

Signature and Date

Signature and Date