

## Grow Monmouth Façade Improvement Program Applicant Review

<b>Business:</b>	<b>Date:</b>
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### Eligibility Checklist

Guideline	Yes	No	N/A
Eligible project ( <i>does NOT include: sidewalks, curb cuts, street trees, light posts, street furniture such as benches and planters, roof replacement, parking, or design only projects</i> )			
Located in designated eligible municipality			
Applicant is a building owner and/or business owner leasing the property			
Applicant has a Business Registration Certificate with the State of New Jersey			
Tenant has property owner's signed approval for proposed project			
Tenant has at least two years remaining in lease and/or option to renew for at least two years			
Certificate stating applicant has no outstanding property taxes, fees, judgments, or liens to the State of New Jersey, Monmouth County or municipality in which the stricter is located			
The property being improved has no outstanding code violations other than those remedied by participation in this program			
The proposed project must receive all necessary local approvals and permits			
Letter of Consistency from the local municipal official (zoning or code enforcement officer) stating that the proposed application meets all local zoning ordinance and design guidelines			
Completion of necessary historic and environmental reviews			

### Submission Requirements

Included Documents	Yes	No
Brief statement about the project and how it satisfies the program		
Explanation of the specific façade improvements that applicant wants to restore, rehabilitate, modify or replace		
Photograph of building in its current condition, and another photo of the entire building façade including the buildings on each side of it		
A preliminary sketch of the proposed improvements ( <i>not required</i> )		
Submission of necessary documentation identified on the checklist		

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_