



OLD TOWN BELTON REDEVELOPMENT PLAN PROJECT APPLICATION

****Per the Old Town Belton Redevelopment Plan Policy, all project applications must be approved by the City Council prior to the start of any repairs or improvements included in the scope of work.***

Applicant's Name:		
Project Address:		
Phone Number:	Email Address:	
Is the Applicant the Owner of the Property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No (attach owner support letter)
Investment Amount: \$	Project Start Date:	Project Completion Date:

A narrative must be provided that responds to the following questions:

- Existing and proposed use(s) of the building and property. If a commercial property, provide name of all businesses that are covered under the project.
- Description of scope of work, including breakdown between exterior and interior improvements (see page 2)
*Note: interior improvements are not eligible for abatement for projects less than \$25,000 and are capped at 50% of the total investment that may be abated for projects greater than \$25,000.

Attachments (the following must be provided for a complete application – applications will not be submitted to the Old Town Belton Redevelopment Corporation Board for first review until completed):

- Completed and signed application (this document)
- Proof of property ownership (Warranty Deed)
- Narrative (as described above)
- Itemized cost of improvements, including listing by exterior and interior (see page 2)
- Current photos of the building and property (including interior if interior improvements are proposed)
- Most recent real estate tax statement
- Current business license (if a commercial property/business)
- Application fee

By signing below, I acknowledge that I have reviewed the Old Town Belton Redevelopment Plan Policy and process documents. I understand that any scope of work that has been started at the time of this application or during the application review process is ineligible and cannot be included in the total investment amount for tax abatement purposes. I agree to allow the City of Belton to copy and distribute all project plans, materials, and information and post on the City of Belton website as necessary for the project approval process, including public hearings. Furthermore, I give consent to City of Belton staff responsible for reviewing this application permission to access the exterior of the property to document any items listed under the scope of work and give consent for staff to coordinate with me a date and time if needed to access the interior of the building to document any interior items listed under the scope of work.

Applicant Signature(s): _____ Date: _____

Applicant Signature(s): _____ Date: _____

Scope of Work – a detailed breakdown of the scope of work and anticipated costs must be provided. Provide additional supporting documentation as necessary. Examples of scope of work categories include painting, tuckpointing, roofing, walls/siding, signage, awnings, etc. and need to be split between exterior and interior.

Scope / Description	Interior	Exterior	Anticipated Cost
	<input type="checkbox"/>	<input type="checkbox"/>	\$
	<input type="checkbox"/>	<input type="checkbox"/>	\$
	<input type="checkbox"/>	<input type="checkbox"/>	\$
	<input type="checkbox"/>	<input type="checkbox"/>	\$
	<input type="checkbox"/>	<input type="checkbox"/>	\$
	<input type="checkbox"/>	<input type="checkbox"/>	\$
	<input type="checkbox"/>	<input type="checkbox"/>	\$
	<input type="checkbox"/>	<input type="checkbox"/>	\$
	<input type="checkbox"/>	<input type="checkbox"/>	\$
	<input type="checkbox"/>	<input type="checkbox"/>	\$
	<input type="checkbox"/>	<input type="checkbox"/>	\$
Total Anticipated Costs:			\$