



Date Received: _____

OGDEN POLE SIGN REPLACEMENT GRANT APPLICATION

Business Name: _____

Business Address: _____

Work Proposed for Reimbursement (check all that apply):

- Remove/demolish existing pole sign.
 Design, construct and install new business signage (monument, wall or blade signage).

Applicant Name: _____

Applicant Address: _____ City: _____ Zip: _____

Primary Phone #: _____ Email Address: _____

Property Owner Name (*if different than applicant*): _____

X _____

Signature of Property Owner Consenting to Application (Required)

Date

Applicant to Confirm that All Required Paperwork is Attached:

- 2 detailed cost estimates for work proposed
 Color drawing of the proposed signage, including measurements, if applicable
 Façade elevation showing wall/awning signage, including measurements, if applicable
 Site plan showing location of monument sign, including dimensions, if applicable
 Completed Disclosure of Beneficiaries (attached)
 Signed Description of Grant form (attached)

Total Project Cost: _____ Total Reimbursement Requested: _____

X _____

Applicant Signature (Required)

Date

Email the completed form and attachments to laffa@naperville.il.us or in person to City of Naperville, Transportation, Engineering & Development (1st Floor), 400 S Eagle St, Naperville, IL 60540. If you have any questions, contact Allison Laff at 630-420-6107.



DESCRIPTION OF GRANT PROGRAM

Each year, the City of Naperville has \$30,000 in matching grant funds available to award to eligible properties for eligible projects (i.e., removal and/or replacement of the existing pole sign from eligible properties), as further described below.

Eligible Property:

- Property must be located along East Ogden Avenue (from Washington Street to the City's eastern boundary).
- Property must currently have a *legal* non-conforming pole sign.

Eligible Projects:

- Each eligible property may receive a 50/50 matching grant from the City to reimburse the applicant up to \$10,000 for costs related to the removal of the existing pole sign, as well as design, construction, and installation of a new commercial monument sign, wall sign, or blade sign (as applicable).
- The City will determine the reimbursement amount for the eligible project; the amount to be reimbursed by the City shall not exceed 50% of the eligible costs based on the lowest cost estimate submitted.

Application, Award, and Reimbursement:

- Eligible projects will be selected by the City on a first-come, first-served basis upon receipt and approval of a completed grant application and all required paperwork, pending availability of grant funds.
- Following City approval of the submitted application, the applicant will be required to obtain all necessary City permits and inspections and complete the eligible project work by November 30th.
- Upon completion of the eligible project work and submittal of the original invoice/bill for the completed eligible project work, the City shall reimburse the applicant the previously agreed upon reimbursement cost for the eligible project.

Owner Acknowledgment:

By signing below, the applicant acknowledges that the City of Naperville has the right to withhold matching grant funds used for the reimbursement of costs related to the eligible project should the work not be completed within the required timeframe, not be consistent with approved permit drawings, or fail to pass any required City inspection.

X _____
Signature (Required) **Date**