



BENEFITS OF BENNETT (BOB) Effective 2016

The Town of Bennett, through Benefits of Bennett plan (BOB), may provide a reimbursement grant of up to 50% of the costs of a qualifying project in an amount up to \$5,000 per business and not to exceed \$15,000.00 per building per year. The purpose of the program is for eligible property owners and tenants to upgrade the appearance of existing storefronts/building facades or primary public entrances in order to help create a positive commercial environment in Bennett, Colorado.

The BOB is a reimbursement grant program that is administered on a first-come, first-served basis and is subject to annual Town funding. In order for a project to qualify for reimbursement, the project must receive grant approval from the Town prior to beginning construction. Approved business recipients will be required to provide paid invoices of the completed project, which shall be subject to verification and approval, prior to receiving reimbursement funds and shall meet all Town codes requirements. This program does not reimburse sales tax or Town permit and application fees.

The intent of the BOB plan is to assist small businesses with improving and upgrading existing building facades in Bennett, especially along the core downtown corridor. The BOB seeks to bring new life to existing buildings or (sign) structures, which do not conform to current standards or are in need of a "facelift." By assisting property owners to upgrade the appearance of their buildings, the aesthetic environment of Bennett is enhanced, thus improving the economic vitality for all businesses and the Town as a whole.

Qualifications & Grant Criteria

- The applicant shall be the building owner or tenant with a building owner consent letter.
- The building must be located within the Town limits of Bennett.
- Businesses must have a valid Town Business/Sales Tax license.
- Building improvements apply to exterior improvements only.
- Property cannot be classified as "Exempt" by the County Assessor (this provision excludes non-profit or not for profit businesses).
- Buildings with existing multiple ground floor storefronts/businesses are eligible for grant. funds of up to \$5,000 per floor, not to exceed \$15,000.00 per building.



- Applicants of buildings with multiple storefronts are encouraged to work together to receive one set of bids and plans to achieve a uniform look for the entire building. This will also reduce the cost per storefront.
- If the property owner or tenant are making the improvements themselves and not hiring a contractor, then only the cost of materials (less sales tax, permits, and application fees) will be considered for reimbursement.
- Applicants must verify that there are no code enforcement violations on the property. Any violations must be resolved prior to approval and execution of the BOB.
- BOB assistance plan does not apply to home based businesses or property owners or organizations defined as “exempt” by the County Assessor.
- Applicant must obtain BOB approval prior to beginning construction. Projects under construction or already completed do not qualify.
- Projects must receive all required approvals and permits through the Town of Bennett. Approval processes and permitting may run concurrently with the BOB application, however all approvals and permits must be obtained for final BOB approval and reimbursement.
- Projects must commence within 60 days from the BOB approval date and be completed by the end of each calendar year.

Eligibility

Types of exterior upgrade improvements which are eligible for the reimbursement grant are:

- Painting of building façade, excluding the painting of concrete block, brick and other masonry
- Replace or upgrade exterior deteriorated materials
- New awnings
- Add, repair or replace parapet walls and/or the addition of architectural details such as cornices
- Replacement of deteriorated doors
- Replacement of deteriorated windows
- Add, repair or replace arcade/canopy façade, display window lighting, and decorative exterior lighting
- Upgraded, improved, xeric-type landscaping
- Replacement and enhancement of sidewalks adjacent to the building, parking lots, and other hardscape.



- Replacement of existing non-conforming or deteriorated freestanding monument signs only: To qualify for a replacement monument sign, the applicant must demonstrate that the existing sign is either non-conforming with the current Town sign code, or that the replacement sign will be an upgrade and improvement in appearance from the existing deteriorated sign.

Submittal Requirements

Completed BOB application to include:

- Proof of property ownership
- The applicant must submit (2) written bids for the same scope of work from two different contractors. The applicant may use either contractor, however, the Town will base the reimbursement on the lowest bid.
- Photos and color renderings of the proposed improvements
- Owner Consent Letter, if applicable

The improvements must obtain all appropriate Town approvals (e.g. Site Plan, Site Plan Amendment, Building permit, sign permit), be consistent with the BOB intent and guidelines, and are subject to all applicable Town ordinances and standards. Requests for BOB funding may run concurrently with other required Town approval processes.

The BOB reimbursement grant requires that the recipient invest an equal or greater amount towards the improvement efforts. The Town's reimbursement will not exceed \$5,000 per business or \$15,000 total for a multi-tenant building.

The BOB plan is subject to funding availability. Funding is determined on a first come, first served basis. Applicants are to designate one person who will be the applicant's contact person for this project. The applicant selects the contractor and is responsible for completing any agreements with the contractor for all improvements.

A BOB applicant may be required to execute an agreement with the Town outlining among other things, the terms and conditions of reimbursement.



BENEFITS OF BENNETT PROGRAM (BOB)

The Town of Bennett, through the Benefits of Bennett Program (BOB), may provide a reimbursement grant of up to 50% of the costs of a qualifying project (excluding sales tax and Town application & permit fees) in an amount up to \$5,000 per business, per year, and not to exceed \$15,000 per multi-tenant building. The purpose of the program is to assist eligible property owners and tenants in upgrading the appearance of their storefronts/building facades to help create a positive commercial environment in Bennett, Colorado

Step #1: Applicant Information

Name of the Applicant: _____
Name of Business: _____
Nature of Business: _____
Business Address: _____ City, State & Zip _____
Business Phone: _____ Email: _____
Town of Bennett Business License Number: _____
Submittal Date: _____
☐ I am the building owner
☐ I am a tenant but do not own the building

If you are not the building owner, please provide the following contact information for the building owner:

Name of the Building Owner: _____
Building Owner Address: _____ City, State & Zip _____
Building Owner Phone: _____ Email: _____

Step #2: Describe the Proposed Improvement

- The BOB reimbursement grant requires that the recipient invest an equal or greater amount towards the improvement efforts. The Town's grant reimbursement will not exceed \$5,000 per business or \$15,000 per multi-tenant building.
- Projects/improvements must obtain all appropriate Town approvals (e.g. Site Plan, Site Plan Amendment, Building permit, Sign permit), be consistent with the BOB intent and guidelines, and are subject to all applicable Town of Bennett ordinances and standards.
- Requests for BOB funding may run concurrently with other required Town approval processes.



Describe the planned improvements and renderings or photos to illustrate planned improvements: _____

Estimated Costs of improvements (based on low bid): _____

Requested Amount for Reimbursement (excluding sales tax, application and permit fees): _____

Estimated start date of improvements: _____

Estimated completion date of improvements: _____

Step #3: Submittal Requirements

- Completed BOB application
- Proof of property ownership
- Ownership consent letter (if applicable)
- The applicant must submit (2) written bids for the same scope of work from two different contractors.
 - The applicant may use either contractor, however, the Town will base the reimbursement on the lowest bid.
- Photos and color renderings of the improvement

Applicants are to designate one person who will be the applicant's contact person for this project. Requests for funding may run concurrently with other required Town approval processes, however, all improvements must be approved in advance prior to construction and funding being released. If the property owner or tenant are making the improvements themselves and not hiring a contractor, then only the cost of materials (less sales tax, permits, and application fees) will be considered for reimbursement. The BOB program is subject to funding availability. Funding is determined on a first come, first served basis



Step #4: Submittal Instructions

Complete entire application carefully and accurately and return to:

Jose Rocha, Economic Development Marketing Specialist
Town of Bennett
303-644-3249 ext. 1007
jrocha@bennett.co.us

By signing below, the Landlord/Property Owner of record (applicant) understands and agrees to the following:

1. Authorized personnel of the Town of Bennett are hereby granted the right to enter the subject property for the purpose and reviewing and processing the application.
2. All information contained in this application, the attached exhibits and other materials submitted in connection with this application are true and accurate to the best of the applicant's knowledge. Applicant understands and agrees that false or untruthful information may be grounds for the Town to stop processing this application or to withdraw any approval previously obtained based in whole or in part on such false or untruthful statements.
3. The Town is under no obligation to approve the request contained in the application. No promises of approval are conveyed with the acceptance of this application.
4. All tax obligations to the Town of Bennett and Adams or Arapahoe County are current.
5. The property is currently in good standing with the Town, and has no pending municipal code violations.

Signature

Print Name: _____ Date _____



INTERNAL REVIEW CHECK LIST

Name of Applicant: _____

Name of Business: _____

Business Address: _____

Project/Improvements: _____

Application Submittal Date: _____

- ☐ Owner Consent Letter
- ☐ Photos or renderings of the project
- ☐ Cost estimates/Contractor Bids
- ☐ Proof of ownership
- ☐ Verification of Business in Good Standing

Application Completed Date: _____

Final Project Approvals

- ☐ Planning Division approval by: _____
- ☐ Building Division approval by: _____
- ☐ Economic Development approval by: _____

Notes:

RESOLUTION NO. 598-15

A RESOLUTION ADOPTING THE TOWN OF BENNETT ECONOMIC DEVELOPMENT ASSISTANCE POLICY AND THE BENEFITS OF BENNETT PLAN

WHEREAS, the Board of Trustees desires to establish an economic development assistance policy, the purposes of which is to recruit businesses and employers within the Town, thereby stimulating the economy of and within the Town, providing employment for residents of the Town and others, further expanding the goods and services available for purchase and consumption by businesses and residents of the Town, and further increasing the sales taxes and fees collected by the Town; and

WHEREAS, the Board of Trustees also desires to establish a reimbursement grant program, to be known as the Benefits of Bennett Plan, for qualifying projects that upgrade the appearance of existing storefronts, building facades and primary public entrances in order to help create a positive commercial environment; and

WHEREAS, the Board of Trustees finds that increased tax and fee collections realized in connection with such programs will enable the Town to provide expanded and improved municipal services to and for the benefit of the Town, while at the same time providing public or public-related improvements to the Town and its taxpayers and residents; and

WHEREAS, the Board of Trustees finds that the creation of an economic development assistance program and reimbursement grant program is in the furtherance of the public health, safety and welfare;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF BENNETT, COLORADO, AS FOLLOWS:

Section 1. The Bennett Economic Development Assistance Policy and the Benefits of Bennett Plan in the forms attached hereto are hereby adopted.

INTRODUCED, ADOPTED AND RESOLVED THIS 25 DAY OF August 2015.



ATTEST:

Lynette F. White
Lynette F. White, CMC
Town Clerk

Charles C. Bayley Mayor Pro Tem
Sue F. Horn, Mayor
Town of Bennett