CITY OF WOODBURN
Economic and Development Services
Planning Division

Downtown Urban Renewal
Design Services Application

270 Montgomery Street, Woodburn, Oregon 97071 • Phone (503) 982-5246

Design Services Pilot Program
The City of Woodburn Urban Renewal Agency is offering design services to downtown property and business owners as part of a pilot program. The intent of this program is to assist property and business owners with visualizing possible remodels of their properties and, while doing so, to encourage better design. The design services offered through this program include:

- Drafted or rendered illustrations of possible storefront improvements or internal tenant improvements.
- Examples of architectural details, lighting, furniture, and other items
- A basic cost analysis for remodeling options

Services provided through this program are free, with the exception of a $50 application fee. Applicants are encouraged to be prepared to explain their business outlook for the future, tour their property with City staff and consultants, provide building details as needed, and to allow for before and after pictures of their property to be taken and used by City staff.

Building Address:_____
Applicant:_____
Phone: _____
E-Mail Address: _____
Mailing Address: _____
Application fee paid? Yes ☐ No ☐

CERTIFICATION BY APPLICANT
The applicant certifies that all information in this application, and all information furnished in support of this application, is given for the purpose of obtaining design services and is true and complete to the best of the applicant's knowledge and belief.

If the applicant is not the owner of the property to be rehabilitated, or if the applicant is not the sole owner of the property, the applicant certifies that she/he has the authority to sign and enter into an agreement to perform the rehabilitation work on the property. Evidence of this authority must be attached.

_____
Applicant Signature   Print Name   Date

_____
Property Owner Signature (if not Applicant)   Print Name   Date