

# Restore Church Avenue



## Required Application Materials Checklist

The following must be submitted in order for a Streetscape Advisory Committee meeting to be scheduled, which will provide final approval of the project. **All** of these materials must be submitted to the BID office prior to a committee meeting being scheduled.

### APPLICATION CHECKLIST

- Completed Preliminary Application (2 page)  
*Applications must be complete and include:*
  - Estimated project cost
  - Written description of work to be performed
- Copy of Property Deed or Commercial Lease
- Historic 1940s Tax Photo from the City
- Signed Copy of Exhibit F
- Initialed Copy of the Design Guidelines and Project Selection Guidelines
- Detailed Scope of Project
  - Written description of ALL work to be completed
- Proposed Project Budget
- Two (2) Bids from Contractors for **ALL** work to be performed
- Final drawings and plans from an architect, displaying all proposed work

### Notes

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