

Astoria Development Commission

Storefront Improvement Program

Criteria Item Checklist

Please check all boxes that are appropriate with your project.

Applications will not be reviewed without the appropriate supporting materials.

- Submit the checklist as part of your application.
- Provide current photos of your property.
- If tenant, submit copy of lease (1 year minimum) AND provide notarized authorization of work from building owner

SIGNS:

- Provide a color rendering of the design chosen.
- Include specifications as to the size and width of the sign.
- Note how and where the sign will be hung on the building.
- Submit a written estimate from a sign company.
- Submit written verification that design and size comply with City codes.

PAINT:

- Provide samples of the colors chosen.
- Mark which color will be body color and which will be accent colors.
- Note where each color will be used.
- Submit written estimate from painter of your choice.

AWNINGS:

- Provide information about color and style of awning chosen.
- Note where awning will be placed on building.
- Submit written estimate.
- Submit written verification that design and size comply with City codes.
- Awning selection must take into account the architectural style of the building.

MAJOR FAÇADE ALTERATION:

- Provide a rendering of project, including paint and awning colors where applicable.
- Submit written cost estimates or bids.

SITE IMPROVEMENTS:

- Provide a site plan delineating site improvements and highlighting site improvements that will be reimbursed through the grant process.
- Submit written cost estimates or bids.