



SUPERIOR DEVELOPMENT CORPORATION

**BUSINESS FAÇADE
AND
BUILDING IMPROVEMENT PROGRAM**

**PROGRAM RULES AND GUIDELINES
AND
APPLICATION FOR FUNDING**

FUNDING BY:

CITY OF SUPERIOR LB840 ECONOMIC DEVELOPMENT SALES TAX

ADMINISTERED BY

SUPERIOR DEVELOPMENT CORPORATION

Adopted 8/14/2012

STATEMENT OF PURPOSE

The Superior Development Corporation Business Façade and Building Improvement Program is intended to provide financial assistance to improve the looks of Superior businesses and to attract additional private investment to help maintain visible city attributes as in good condition. This program is designed to improve the appearance of our business districts and in the downtown area, where possible, to preserve the original architecture or character.

FUNDING

This program is administered by the Superior Development Corporation. Funding is available for improvements of commercial buildings for businesses located in all of the commercially zoned areas of Superior noting priority will be given to downtown projects.

Funding is contingent upon the availability of funds and/or upon termination of LB 840 funding. Applicants will be subject to meeting credit analysis and lending terms, loan shall be repaid over a maximum period of five years or less; however, the Superior Development Corporation reserves the right to review each application on an “as needed basis”. Ultimately, an attractive city will draw more shoppers and visitors improving our economy to the benefits of all residents and tax payers.

PROGRAM GUIDELINES

- Applicants may be business owners or property owners. Business owners must have the approval of the property owner to carry out the improvement with a Property Owner.
- Applicants must meet all applicable local zoning codes, obtain all permits and approvals and must meet all state and local regulatory codes with contractors adhering to the same. The City of Superior Planning and Zoning Department contact person is Derek Clark, (402) 879-4711. His office is located in the Superior Utilities City Administration building located at 135 W. 4th.
- Qualifying improvements are awnings and canopies, lighting, paint, removal/replacement of inappropriate or incompatible exterior finishes or materials, recessing/reconfiguring entrances, door/window replacement or repair, signs (new, repairs, replacements, removal) and landscaping.
- Other contributing factors are preservation of historic properties, current condition of the property, ownership history, size of the property and amount of private funds in the project.
- The work proposed by the applicant requires two bids from outside sources to verify that costs are within reasonable parameters.

- Project should begin within a 6 month/180 day timeframe or application needs to be re-approved and the work must be completed within a 12 month period or reasonable timeframe depending on the project.
- A Release and Hold Harmless Agreement must be signed by the Business Owner and/or the Property Owner.

REQUIRED SUPPORTING DOCUMENTATION

- A “before” picture of the property.
- Detailed project description, cost estimates, including building materials, size, color etc.
- A sketched design of your proposed improvements.
- A letter of review from the City of Superior Planning and Zoning Department.
- The last two previous year’s tax return for the business.
- List of business assets with values and debt against them, if any.
- Additional documentation may be required.

APPLICATION INSTRUCTIONS

Filing an application for funds does not guarantee the monies will be awarded. Application and required supporting documents must be submitted to the Superior Development Corporation Director. Applications will not be considered complete without all required supporting documentation and will be reviewed in the order received.

Once the required documentation has been submitted, the Superior Development Corporation Director will schedule a meeting with the Superior Development Corporation Finance Committee. The Superior Development Finance Committee will review the financial reports provided and make recommendations as to the terms of the loan to the Superior Development Corporation Board of Directors. The Superior Development Corporation Board of Directors will only be provided with information regarding the scope of the project and the terms of the loan as prepared by the Superior Development Finance Committee. The Superior Development Corporation Director will notify the applicant of the decision.

If you have any further questions, contact the Superior Development Corporation Director at (402) 879-3419 or email: superiorcc@windstream.net. **Return the completed application along with required supporting documents to: Superior Development Corporation, 354 N Commercial, Superior NE 68978.**

**SUPERIOR DEVELOPMENT CORPORATION
BUSINESS IMPROVEMENT FAÇADE AND BUILDING IMPROVEMANT
APPLICATION FORM**

Please Note: The information requested below will be used to process your application under the terms and conditions of the Superior Development Corporation Business Improvement Façade and Building Improvement Program. It is important to complete the entire application and submit the requested documentation; incomplete forms will be returned to the applicant.

Applicant Name _____

Applicant's Phone Number _____

Applicant's Email Address _____

Business Name _____

Business Owner _____

Property Owner _____

Location of Commercial building for loan _____

Business Federal Tax ID or Social Security Number associated with property to be improved _____

Total estimated cost of the project _____

Proposed Start Date _____ Proposed Completion Date _____

Amount Requested _____

I hereby submit this application and the required documents for the proposed project and understand that these must be approved by the Superior Development Corporation. I further understand that the project should begin within a 6 month/180 day timeframe or application needs to be re-approved and the work must be completed within a 12 month period or reasonable timeframe depending on the project.

Signature of Property Owner

Signature of Business Owner (if applicable)

Printed Name & Title of Property Owner

Printed Name & Title of Business Owner

Date

Date

RELEASE AND HOLD HARMLESS AGREEMENT

Release executed on the _____ day of _____, _____,

By (Property Owner) _____ and

Business Owner if applicable) _____,

Of Street Address _____,

City of Superior, County of Nuckolls, State of Nebraska, referred to as Releasor(s).

In consideration of being granted monies for restoration, modifications, signage or other physical changes to the property located at the above address, the Releasor(s), understands that they are solely responsible for providing their own contractors, and to assure that those contractors are fully insured and licensed and have obtained all necessary permits in accordance with all pertinent regulations. The Releasor(s) waives, releases, discharges, and covenants not to sue or interplead and agrees to indemnify the City of Superior (or entities under the City’s umbrella) and the Superior Development Corporation for loss or damage, and claims or damages therefore, on account of any work that has been performed in accordance with City or State guidelines.

Releasor(s) agrees that this release, waiver, and indemnity agreement is intended to be as broad and inclusive as permitted by the laws of the State of Nebraska and that if any portion of the agreement is held invalid, it is agreed that the balance shall; notwithstanding, continue in full legal force and effect.

Releasor(s) further states that it has carefully read the above release and knows the contents of the release and signs this release as its own free act.

Releasor’s obligations and duties hereunder shall in not manner be limited or restricted by the maintaining of any insurance coverage related to the above referenced event.

This release contains the entire agreement between the parties to this agreement and the terms of this release are contractual and not a mere recital.

Signature of Property Owner

Signature of Business Owner (if applicable)

Printed Name of Title of Property Owner

Printed Name & Title of Business Owner

Date

Date