

**VILLAGE OF QUINCY DOWNTOWN DEVELOPMENT ASSOCIATION
DEVELOPMENT AGREEMENT**

The Village of Quincy Downtown Development Association ("Grantor") and _____ ("Grantee") hereby enter into this Development Agreement:

The basis for this Development Agreement is as follows:

1. The Quincy Downtown Development Association desires to promote the Quincy downtown area. In order to promote this, the Downtown Development Association works with various business owners and building owners to improve the visual qualities of the downtown area. In furtherance of that, the DDA has authorized matching grants for 50% of the qualifying amount for the exterior building renovation or remodeling, including signage affixed to the building (based upon Zoning Approval). The maximum qualifying amount of the grant shall be as follows: Roofs-25% of expenses, to a maximum reimbursement of \$1,000; Rear, front, and signs-50% of expenses, to a maximum reimbursement of \$4,000.00. Further, all remodeling and renovation must receive DDA approval prior to the commencement of the work.
2. The Quincy DDA will offer these matching grants for all improvements done and completed without accounts payable to the DDA or the Village of Quincy.
3. Disbursements of funds will be as follows: 25% of the qualifying amount (defined above) shall be disbursed upon the presentation and approval of the Downtown Development Association of the plans and estimate(s). The remaining 75% of the qualifying amount shall be disbursed upon the completion/proof of payment for the project. **PAYMENT WILL BE ISSUED TO THE PERSON APPLYING FOR THE GRANT.**
4. _____, being the owner/occupying business of the property located at _____, indicates that they have read and fully understand the terms and conditions of this grant. The grantee understands that this is a one-time grant, and that failure to comply with the requirements shall terminate the grantor's responsibility to honor this grant.
5. Based upon these terms and conditions, _____, applies for the grant pursuant to the attached plans and estimate(s).

Dated: _____

Building Owner/Occupying Business

Mailing Address: _____

ZONING ADMINISTRATOR REVIEW

The above-referenced application and accompanying plans and estimate(s), have been reviewed by the Quincy Zoning Administrator.

#1 _____
Quincy Zoning Administrator

Date

#1.. The above-referenced application, and accompanying plans and estimate(s), have been reviewed by the Quincy DDA and approved for payment of 25% of the qualifying costs on _____ (Date of meeting)

QUINCY DOWNTOWN DEVELOPMENT ASSOCIATION

BY: _____
ITS: _____

#2. The above-referenced application has been reviewed by the Quincy Zoning Administrator for completion/ proof of payment and is hereby authorized for final payment:

Quincy Zoning Administrator

Date
