



DESIGN CONSULTATION REQUEST

Please tell us about yourself and your building needs

APPLICANT

Local Main Street Community: _____ Date: _____

Applicant Name: _____

Applicant Mailing Address: _____

City: _____ Zip: _____

Email: _____ Phone: _____

Applicant Status: Property Owner Local designated Main Street Design Committee*

Business Owner* Other* _____

*If applicant is not the owner: Has the property owner agreed to allow alterations and new construction on/in the building? YES NO

PROPERTY INFORMATION

Building's Common Name (if known): _____

Current Building Use(s): _____

Business Name(s): _____

Building Address: _____

Town: _____ Zip: _____

Building's Historic Name (if known): _____

Year constructed: _____ Historic Use (if known): _____

Listed on National Register (individually or as part of a district): YES NO

Listed as contributing resource in a Local Historic District: YES NO

Description and date(s) of significant alterations (If known): _____

REMEMBER: Your property does not need to be listed on the National Register of Historic Places to qualify

PROJECT INFORMATION

Please check any improvements that you are considering:

- | | | |
|--|--|---|
| <input type="checkbox"/> Window repair/replace | <input type="checkbox"/> Expose transom windows | <input type="checkbox"/> Uncover upper windows |
| <input type="checkbox"/> Storefront rehabilitation | <input type="checkbox"/> Awning | <input type="checkbox"/> New sign |
| <input type="checkbox"/> Masonry re-pointing | <input type="checkbox"/> New paint color | <input type="checkbox"/> Door repair/replace |
| <input type="checkbox"/> Roof work | <input type="checkbox"/> Gutters & downspouts | <input type="checkbox"/> ADA accessibility |
| <input type="checkbox"/> Mechanical work | <input type="checkbox"/> Electrical work | <input type="checkbox"/> Energy efficiency |
| <input type="checkbox"/> Historic wood repair | <input type="checkbox"/> Historic metal repair | <input type="checkbox"/> Upper floor conversion |
| <input type="checkbox"/> Interior planning | <input type="checkbox"/> Plans for modifications to meet mandated COVID guidelines | |

Other ideas you are considering: _____

OPTIONAL MATERIALS TO ATTACH

- Historic photographs from as many periods as possible, along with photo credits and date of photo (if known). Digital scans or quality photocopies are acceptable
- A short narrative of building history—including previous building owners, businesses, occupants, and/or notable historic events/personalities associated with the building
- Clear current photographs of the building facade at different views
- Original historic architectural drawings or sketches of building or streetscape with building
- For signage: copies of business cards, promotional materials, letterhead, logos, color swatches used to promote the current business; and photos of the building indicating desired placement of signage

FINANCIAL INCENTIVES TO EXPLORE

- Federal Tax Investment Tax Credits
- Minnesota Historic Structure Rehabilitation Tax Credit

<https://mn.gov/admin/shpo/incentives/other/>

- Small Cities Development Loan Program.

<https://mn.gov/deed/government/financial-assistance/community-funding/small-cities.jsp>

- Local façade grant/loan program
- Local sign grant program



CONDITIONS OF SERVICE

- Rethos Main Streets:Minnesota Design Consultation is available to Designated or Network Rethos Main Streets:Minnesota communities. We ask that applicants completing construction projects based on design assistance concepts share final project costs, information, and photographs with the Rethos Main Streets:Minnesota program. This information will be helpful in future project cost estimating, planning and promoting successful outcomes.
- Any drawings that are provided to the applicant are for illustrative purposes only and are not for construction. Design services by Rethos Main Streets:Minnesota are artist renderings and do not take the place of services provided by a registered architect.
- Rethos Main Streets:Minnesota Design Consultation provides preservation-based recommendations that follow the Secretary of Interior's Standards for Rehabilitation as developed by the National Park Service.
- Rethos Main Streets:Minnesota is not responsible for the non-discovery of any defects in material, workmanship, or other conditions of the property. The property owner/applicant should consult with licensed professionals before embarking on any of the design ideas illustrated.
- Rethos Main Streets:Minnesota Design Assistance does not guarantee approval nor does it constitute formal comment of a project under either the state or federal rehabilitation tax credit review process, does not fulfill review requirements pursuant to Minnesota state statute 138 or section 106 of the National Historic Preservation Act, and does not supplant local review authority.

Applicant's Signature:

_____ Date: _____

Main Street Manager's Signature:

_____ Date: _____

Property Owner's Signature (if different than applicant):

_____ Date: _____

