



- Projects which will include the restoration of significant historical or architectural building elements;
- Properties which are a significant blighting influence on the downtown area; and,
- Projects which will include an investment

*If you wish to participate in the Storefront Improvement Program, contact Donald J. Borchelt, WRA Executive Director  
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Woburn Redevelopment Authority

## **Woburn Square Storefront Improvement Program**

October, 2003

John F. Marlowe, Chairman  
John Connolly  
Richard Easler  
Richard O'Rourke  
Donald Queenin

Donald J. Borchelt, Executive Director





**THE PROGRAM:** The City of Woburn and the Woburn Redevelopment Authority (WRA) are pleased to announce the new Woburn Square Storefront Improvement Program (SIP). Under the program, businesses and property owners will be provided with architectural design and financial

*The Woburn Square Storefront Improvement Program is funded by the Mass. Community Development Block Grant Program, administered by the Mass. Department of Housing and Community Development.*

assistance for the restoration and renovation of building facades. This will include a grant equal to 50 percent of the cost of exterior improvements, up to a maximum grant of \$25,000.

The Woburn Redevelopment Authority (WRA) will provide free architectural services to program participants who have not already hired their own architects. The WRA solicits quotations on a case by case basis for each storefront from a list of architects experienced in storefront façade design. The architectural services are provided in addition to and are not deducted from the SIP grant. For projects which only involve the fabrication and installation of new storefront signage or sign awnings, the maximum grant will be a total of \$2,500, and architectural services for those projects will not be required.

**ELIGIBILITY CRITERIA:** Applicants for participation in the program must meet the following eligibility criteria:

- Properties must be located within the Woburn Square Revitalization Area;
- Applicants must be property owners or tenants operating retail businesses, service establishments or offices. *(Tenants must have written approval of the property owner.)*
- Commercial properties must be up to date on all federal, state, and municipal fees and taxes prior to participation in the program;
- Commercial properties must comply with state and local code requirements;



- Participants must comply with all state and local laws and regulations pertaining to licensing and permits; and,
- The proposed façade work must not have been completed or begun prior to the approval of the design and grant award by the WRA.

**PRIORITIES:** Review of Applications for the SIP Program will begin on Wednesday, October 15, 2003. In the event that the available funds are not sufficient to cover all applications received, the applications will be evaluated and selected for funding based upon the following priorities:

- Properties which have at least one commercial unit occupied by the owner of the building;

