



**CITY OF CAÑON CITY**  
P.O. Box 1460 • 128 Main Street  
Cañon City, CO 81215-1460  
(719) 269-9011 • [www.canoncity.gov](http://www.canoncity.gov)

**URBAN RENEWAL MEETING**  
**January 7, 2026**  
**5:00 p.m.**

**AGENDA**

- 1. CALL TO ORDER:** City Council Chambers
- 2. ROLL CALL:** COMMISSIONERS DENNEHY, GRANTHAM, LUND, MELONI, REESER, REEVES, SCHMISSEUR, SIMMONS, TONEY, WORTHINGTON, AND CHAIRMAN PAYNE.
- 3. PLEDGE OF ALLEGIANCE:**
- 4. CITIZENS REQUEST TO SPEAK TO THE URBAN RENEWAL AUTHORITY.**
- 5. CONSENT AGENDA:**
  - A.** Approve Minutes for the Regular meeting December 3, 2025, and Special Meeting December 3, 2025.
  - B.** Receive and File: Cash Disbursements 12/04/2025 – 01/07/2026
- 6. FINANCIAL REPORT:**
- 7. EXECUTIVE DIRECTOR REPORT:**
- 8. DISCUSSION:**
  - A.** Introduction and Adoption, by title only, of **RESOLUTION 1, SERIES 2026**, entitled: **A RESOLUTION DESIGNATING THE PUBLIC PLACE FOR POSTING NOTICES PURSUANT TO C.R.S. § 24-6-402(2)(C)**
  - B.** URA Grant Program Amendments and Staff Direction.
- 9. ADJOURN:** The next regular meeting is February 4, 2026.

Posted pursuant to code on Tuesday, December 30, 2025.  
Cindy Foster Owens, City Clerk





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**TO:** Mayor and City Council

**FROM:** Ryan Stevens, City Administrator

**PREPARED BY:** Cindy L. Foster Owens

**DATE:** 01/07/2026

**RE:** Approve Minutes for the Regular meeting December 3, 2025, and Special Meeting December 3, 2025.

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**SUMMARY:**\* Approve Minutes for the Regular meeting December 3, 2025, and Special Meeting December 3, 2025.

**REVIEWED BY**  Yes  No  
**LEGAL?**

**RECOMMENDED** Approve Minutes for the Regular meeting December 3, 2025, and  
**ACTION:** Special Meeting December 3, 2025.

**# of attachments** 2



Cañon City Area for Reinvestment Expansion

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**URBAN RENEWAL MEETING**  
**December 3, 2025**  
**5:00 p.m.**

## **MINUTES**

**CALL TO ORDER:** The meeting was called to order at 5:00 p.m. in Council Chambers.

### **ROLL CALL:**

	<b>PRESENT</b>	<b>ABSENT</b>	
Commissioner Dennehy		X	
Commissioner Grantham		X	
Commissioner Hamrick	X		<b>Via Zoom</b>
Commissioner Meloni	X		
Commissioner Reeser	X		
Commissioner Schmisseur	X		
Commissioner Stein	X		
Commissioner Tracy		X	
Commissioner Troutman	X		
Commissioner Worthington	X		
Chairman Payne	X		

**ALSO PRESENT:** Executive Director Ryan Stevens, City Attorney Kathryn Sellars via Zoom, Secretary Cindy Foster Owens, and Department Staff.

**PLEDGE OF ALLEGIANCE:** Chairman Payne led the Pledge of Allegiance.

**CITIZENS REQUEST TO SPEAK TO THE URBAN RENEWAL AUTHORITY.**

No requests received.

**CONSENT AGENDA:**

Approved minutes from the November 5, 2025, meeting.

Received and Filed: Quarterly Budget Status - Third Quarter 2025.

Received and Filed: Cash Disbursements 11/06/2025 - 12/03/2025

**MOTION:** On motion by Commissioner Schmisseur and second by Commissioner Reeser, the Cañon City Area for Reinvestment Expansion approved the Agenda and Consent Agenda by unanimous roll call vote of those present amending the agenda to remove the Executive Session, on the November 5, 2025, minutes to change who led the Pledge of Allegiance to Vice Chairman Hamrick and to amend the motion for the 2026 Budget to read "Amending the building systems grant line item to \$75,000, and removing \$500 from the following purchase service line item categories: postage, freight, printing, publications, advertising, membership fees, and meals.

**FINANCIAL REPORT:**

Report received.

**EXECUTIVE DIRECTOR REPORT:**

Report given by Executive Director Ryan Stevens.

**DISCUSSION:**

Introduction and Adoption, by title only, of **RESOLUTION 2, SERIES 2025** entitled: **A RESOLUTION TO ADOPT THE 2026 BUDGET FOR THE CAÑON CITY AREA FOR REINVESTMENT EXPANSION AND TO MAKE APPROPRIATIONS FOR THE SAME.**

**MOTION:** On motion by Commissioner Stein and second by Commissioner Reeser, the Cañon City Area for Reinvestment Expansion adopted **RESOLUTION 2, SERIES 2025** entitled: **A RESOLUTION TO ADOPT THE 2026 BUDGET FOR THE CAÑON CITY AREA FOR REINVESTMENT EXPANSION AND TO MAKE APPROPRIATIONS FOR THE SAME.**

	ABSENT	AYE	NAY	ABSTAIN
Commissioner Dennehy	X			
Commissioner Grantham	X			
Commissioner Hamrick		X		
Commissioner Meloni		X		
Commissioner Reeser		X		
Commissioner Schmisseur		X		
Commissioner Stein		X		
Commissioner Tracy	X			
Commissioner Troutman		X		
Commissioner Worthington		X		
Chairman Payne		X		

#### **Four Mile Ranch Urban Renewal Area Discussion and Instructions**

Economic Development Manager Rick Harrmann, Pioneer Development Company Representative Andrew Arnold, Four Mile Ranch Representatives Byron Elliott and Jonathan Sims, Canon City Fire Chief DelVecchio and Cañon City Area Recreation and Park District Executive Director Kyle Horne spoke.

Topic discussed.

**MOTION:** On motion by Commissioner Meloni and second by Commissioner Worthington, the Cañon City Area for Reinvestment Expansion approved to authorize the Executive Director and staff to enter into negotiations with the taxing entities towards the creation of a new Four Mile Ranch Urban Renewal Area with a start line of January 5, 2026.

	ABSENT	AYE	NAY	ABSTAIN
Commissioner Dennehy	X			
Commissioner Grantham	X			
Commissioner Hamrick		X		
Commissioner Meloni		X		
Commissioner Reeser		X		
Commissioner Schmisseur		X		
Commissioner Stein		X		
Commissioner Tracy	X			
Commissioner Troutman		X		
Commissioner Worthington		X		
Chairman Payne		X		

**URA Grant discussion and direction**

Topic moved to January 7, 2026, meeting.

**ADJOURN:** The meeting was adjourned at 5:56 p.m.

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Chairman Tim Payne

Attest:

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Ryan Stevens, Executive Director



Cañon City Area for Reinvestment Expansion

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**URBAN RENEWAL MEETING**  
**December 3, 2025**  
**4:00 p.m.**

## **MINUTES**

**CALL TO ORDER:** The meeting was called to order at 4:00 p.m. in Council Chambers.

### **ROLL CALL:**

	PRESENT	ABSENT
Commissioner Dennehy		X
Commissioner Grantham		X
Commissioner Hamrick	X	<b>Via Zoom</b>
Commissioner Meloni	X	
Commissioner Reeser	X	
Commissioner Schmisseur	X	
Commissioner Stein	X	
Commissioner Tracy		X
Commissioner Troutman	X	
Commissioner Worthington	X	
Chairman Payne	X	

**ALSO PRESENT:** Executive Director Ryan Stevens, City Attorney Kathryn Sellars via Zoom, Secretary Cindy Foster Owens, and Department Staff.

### **DISCUSSION:**

#### **Four Mile Ranch Urban Renewal Area Discussion.**

Economic Development Manager Rick Harrmann, Pioneer Development Company Representative Andrew Arnold, Four Mile Ranch Representatives Byron Elliott and Jonathan Sims presented.

Topic discussed.

**ADJOURN:** The meeting was adjourned at 4:49 p.m.

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Chairman Tim Payne

Attest:

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Ryan Stevens, Executive Director





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**TO:** Mayor and City Council  
**FROM:** Ryan Stevens, City Administrator  
**PREPARED BY:** Destiny D. Dunaway  
**DATE:** 01/07/2026  
**RE:** Cash Disbursements 12/04/2025 – 01/07/2026

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**SUMMARY:**\* TO: C-CARE Board of Directors  
  
FROM: Ryan Stevens, Executive Director  
  
PREPARED BY: Destiny Dunaway, Accounts Payable  
  
DATE: January 07, 2026  
  
RE: Cash Disbursements 12/04/2025 – 01/07/2026

## Detail of Vendors Paid

Vendor Name	Check Date	Description	Amount
Master Printers	12/26/2025	Façade Grant Reimbursement	\$7,500.00
Luxe Aesthetics & Wellness	12/26/2025	Façade Grant Reimbursement	\$5,555.35
		<b>Total Checks Disbursed</b>	<b>\$13,055.35</b>

**REVIEWED BY**  Yes  No  
**LEGAL?**

**RECOMMENDED** Receive and File  
**ACTION:**

**# of attachments**





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**TO:** Mayor and City Council

**FROM:** Ryan Stevens, City Administrator

**PREPARED BY:** Cindy L. Foster Owens

**DATE:** 01/07/2026

**RE:** Introduction and Adoption, by title only, of Resolution 1, Series 2026, entitled: A Resolution Designating the Public Place for posting notices Pursuant to C.R.S. § 24-6-402(2)(c)

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**SUMMARY:**\* This is the yearly resolution to set the agenda posting place.

**REVIEWED BY**  Yes  No  
**LEGAL?**

**RECOMMENDED** Adopt Resolution 1, Series 2026, by title.

**ACTION:**

**# of attachments** 1

## **RESOLUTION NO. 1, SERIES OF 2026**

**TITLE: A RESOLUTION DESIGNATING THE PUBLIC PLACE FOR POSTING NOTICES PURSUANT TO C.R.S. § 24-6-402(2)(c)**

**WHEREAS**, C.R.S. § 24-6-402(2)(c) requires the Cañon City Area for Reinvestment Expansion (C-CARE) to annually designate the public place for posting notices to comply with the Colorado Open Meetings Law, C.R.S. § 24-6-401, *et seq.* (the "Open Meetings Law");

**WHEREAS**, consistent with House Bill 19-1087, the Cañon City Area for Reinvestment Expansion hereby desires to post notice of the C-CARE public meetings not only in physical locations, but also on the City of Cañon City's website as the official online presence to the greatest extent practicable; and

**NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CAÑON CITY AREA FOR REINVESTMENT EXPANSION** as follows:

1. **Designation**. The Cañon City Area for Reinvestment Expansion, in compliance with C.R.S. § 24-6-402(2)(c) of the Open Meetings Law, hereby designates the City website at [www.canoncity.org](http://www.canoncity.org) as the official place for posting notices. C-CARE shall additionally post notices at City Hall, located at 128 Main Street, and any City of Cañon City social media accounts. If there is a known internet outage or an emergency meeting, the City may post a physical notice at the public entrance of the City Hall of Cañon City, located at 128 Main Street.

Dated this 7<sup>th</sup> day of January, 2026.

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Tim Payne, Chairman

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Ryan Stevens, Executive Director





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**TO:** Mayor and City Council

**FROM:** Ryan Stevens, City Administrator

**PREPARED BY:** Rick L. Harrmann

**DATE:** 01/07/2026

**RE:** URA Grant Program Amendments and Staff Direction

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**SUMMARY:\***

Consistent with URA board discussions about the application process and use of each of the URA grant programs, this item discusses changes to each grant program as follows:

**First-come, First-served vs. Competitive Application Period**

For 2026, to be more consistent with the timing of business and building owner financial abilities and timing, each of the grant programs is being returned back to a first-come, first-served basis. This retains the competitive application provision in the event that more applications are received at one time than funds remain in the budget. Otherwise grant applications will be considered on a first-come, first-served basis.

**Multi-Unit Consideration**

Both the Building Systems grant and the Life Safety grant programs were originally written to allow one grant per building, whereas the facade grant was designed more for individual storefronts. 2025 introduced discussions about larger structures that may have more than one building system or fire suppression system, such as kitchen hoods, fire separation, electrical

systems, etc. It is not uncommon for multi-unit commercial structures to have multiple systems to provide more control of individual spaces. As it currently stands, a Building Systems or Life Safety grant for one commercial space in a multi-unit building could result in the remainder of the building no longer qualifying for grant assistance. As an example, if one space received a grant for a commercial kitchen hood and fire separation, the remainder of the building - which could one day require a full fire suppression system - would not qualify for a grant or the grant would be significantly reduced.

2026 revisions provided in this discussion add a multi-unit consideration to the Building Systems and Life Safety Grant programs, effectively creating a special application process that provides opportunities for building owners that were explicitly not allowed in the application materials.

These Building System and Life Safety grant revisions provide for board consideration of multi-unit applications in cases where grant funding was already used on a building, or where multiple unit applications are being submitted.

**REVIEWED BY**

Yes  No

**LEGAL?**

**RECOMMENDED ACTION:** Authorize staff to adopt and use the 2026 grant revisions as provided.

**# of attachments** 3



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## DOWNTOWN LIFE SAFETY & ACCESSIBILITY GRANT PROGRAM

### C-CARE Grant Program Overview

Cañon City Area for Reinvestment Expansion (C-CARE) urban renewal authority (URA) exists to contribute to and incentivize the elimination and prevention of blight in Cañon City. C-CARE uses incremental tax revenues generated through increased property valuations and sales tax activity within the URA area that results from economic growth. These funds, commonly known as TIF, are invested back into the community as a tool to assist with financing infrastructure improvements required for new development, and as small business grants to directly help local property and business owners with financial assistance for building improvements.

### Downtown Life Safety & Accessibility Grant Program

The C-CARE Downtown Life Safety and Accessibility Grant Program may provide a reimbursement grant matching up to 75% of qualifying life safety and handicapped accessibility improvement project costs in an amount up to \$50,000 per property. The purpose of the program is to provide financial assistance for the installation of fire suppression, safety code and accessibility requirements necessary to bring older buildings into compliance with current and applicable building, fire, and accessibility codes. The program incentivizes Cañon City property owners to update and improve existing commercial buildings in order to increase the economic vitality of the buildings and increase sales tax and property values, while preserving and enhancing Cañon City's architectural and cultural history.

#### I. Objectives:

- A. Encourage the elimination or remediation of blight and conditions that could be a serious growing menace, injurious to public health, safety and welfare.
- B. Encourage private investment in commercial and ~~mixed use~~ ~~multi family~~ housing downtown using public incentives.
- C. Stimulate economic vitality and business development in the URA area, particularly historic downtown, by providing safe environments for workers, businesses and the public and enhance marketability of older buildings.
- D. Stimulate redevelopment to increase sales tax revenues and property values.

#### II. Grant Process Overview

Downtown Life Safety and Accessibility Grant funds are authorized and awarded by the C-CARE Board of Commissioners on a first-come first-serve or upon review and recommendations by staff and Downtown Life Safety and Accessibility Grant Review Panel as indicated below. Grant availability is subject to annual budget authorization and may be competitive if multiple applications are competing for limited funds.

### III. Program Eligibility

- A. Eligible Area: Commercial structures located in Cañon City's Central Business District (Appendix A) or structures in the Urban Renewal Area (Appendix C) designated as historic through national, state, or local historic preservation regulations.
- B. Eligible Improvements: Eligible improvements must be life/safety and accessibility improvements required by the current, applicable building code. Examples include but are not limited to the following:
  - Fire separation between floors or adjacent occupancies.
  - Fire/ smoke alarm/ sprinkler systems.
  - Fireproofing stairwells.
  - Repair/replacement/installation of fire escapes, fire rated walls or windows.
  - Additional means of egress (for example doors and windows).
  - Type I kitchen hood with grease duct and ventilation system.
  - Renovations and improvements for accessibility requirements for restrooms and public entrances.
- C. Grant recipient must be the owner of record or the tenant with the owner's authorization to make the proposed changes to the building.
- D. Buildings must meet one of the following qualifying criteria:
  - Preference will be given to buildings designated as historic structures through national, state, or local historic preservation regulations; or
  - Buildings not listed as historic through national, state or local preservation regulations but located within the "Intensive Survey Area" of the "Surveyed Historic Resources, 2004-05 Downtown Cañon City, Colorado". (See Appendix B).
- E. Qualifying buildings must be used for commercial or mixed-use purposes. *Buildings used exclusively for residential use do not qualify for this program.*
- F. Work completed prior to or underway at the time the grant application is submitted will not qualify.
- G. Owners must certify that title to the property is free and clear of any adverse judgments or liens and that there are no outstanding or unpaid fines, fees or unpaid taxes owed to the City.
- H. Priority will be given to projects that will increase commercial tenancy in the Central Business District with an emphasis on increasing the number of retail, restaurant, entertainment, and hospitality establishments.
- I. Professional fees (e.g., architectural and/ or engineering fees) incurred by the applicant are not eligible for reimbursement.
- J. Grant funding may not be used to pay the owner or owner's family members, or tenant or tenant's family members, for labor.

### IV. Conditions of the Grant Program

The following conditions apply to any approved Downtown Life Safety and Accessibility Grant application as follows:

- A. Matching grant amounts are awarded for up to 75% of the total estimated qualified cost, up to maximum of \$50,000. The aggregate total of grants awarded to a single structure may not exceed \$50,000. Grant awards are subject to budget availability and therefore may be competitive.
- B. **This grant is designed as a one-time incentive per building. In the case of larger structures with multiple units and multiple systems, special consideration may be provided by the board through a special application process.**

C. Applications are processed in accordance with the application period specified in paragraph V.A. below. Consideration will include the necessity of the repairs or improvements to the building, as well as the benefits to the building and public.

D. Applicants will be required to match the awarded grant funds at a minimum of 25% of the project costs. The amount of the grant funding awarded is based on the number of life safety improvements approved and the costs of each improvement.

E. Life safety and accessibility improvements must comply with all state and local laws including all ordinances and regulations of the City of Cañon City.

F. The owner and/or tenant must comply with all local and state laws, and regulations affecting the property, its rehabilitation and future use.

G. Grant funding is provided on a reimbursement basis only after all project expenses have been paid by the owner and upon acceptance of work by C-CARE and the City of Cañon City, as the jurisdiction with authority under the applicable building codes.

H. Project Duration: Commencement of construction or installation of life safety and accessibility improvements that have been approved under this program must begin within sixty (60) days from the date of grant approval and must be completed within one hundred and eighty (180) days from the beginning of construction, or monies for said project will not be distributed, and will be returned to the program fund.

I. Changes to Approved Scope of Work: Changes in project scope must be reviewed and approved by the C-CARE Board. Any changes made prior to approval will become ineligible for reimbursement.

J. Reimbursement checks will only be issued to the owner of the property, or to the tenant with written consent of the owner.

K. Failure to comply with the terms and conditions of this Program may result in denial of reimbursement. C-CARE staff, in its sole discretion, may determine whether there have been violations of the terms or conditions of this Program.

## V. REQUESTS FOR THE DOWNTOWN LIFE SAFETY and ACCESSIBILITY GRANT

A. Applications for the C-CARE Life Safety Grant program will be accepted on a first-come first-serve basis throughout the calendar year. If multiple applications are received that total more than available funding, C-CARE and the application review committee will review grant applications on a weighted competitive basis. If grant funds remain after all applications have been processed and awarded, further applications will be considered and processed on a first-come, first-served basis.

B. Submittal Requirements: Eligible property owners or tenants, as described above, interested in the program should submit copies of the following via email to the City of Cañon City Economic Development Office. Staff will review the provided information and may request additional information, if needed.

- A completed application form.
- A narrative of the project describing the work to be completed (max. 750 words).
- Drawings/plans detailing the proposed improvements (PDF format). Descriptions should be specific as to materials to be used and any technical specifications pertinent to the proposal.
- Two (2) itemized cost estimates from two independent sources. Cost estimates from the applicant or any entity to which the applicant is associated will not be accepted. The applicant must notify staff for assistance and review if unable to obtain a minimum of two (2) contractors.
- Current tax certificate showing no delinquent real or personal property taxes for the property.

- C. City Permits and Licenses: The applicant is required to obtain all required permit(s) from the City before construction can begin. Permitting will vary depending on the improvements planned. Applicants should contact Economic Development for information specific to their project. All work performed will be inspected and comply with all applicable building codes before reimbursement is paid. To qualify for grant reimbursement, project contractors must be licensed by the City of Cañon City. Any improvements completed by non-licensed contractors will be disqualified from reimbursement.
- D. Staff Review: Economic Development staff will review the applicant to ensure it is complete.
- E. **Downtown Life Safety and Accessibility Program Review Panel:** Complete applications reviewed by staff will be evaluated, and potentially scored if the application cycle becomes competitive, by the Downtown Life Safety and Accessibility Program Review Panel to make a recommendation to the C-CARE Board of Commissioners on whether the proposed improvements are eligible and viable, and in compliance with building code and program requirements. The applicable building code's fire suppression and safety requirements and Cañon City Municipal Code will serve as the basis for reviewing the proposed life safety and accessibility improvements. Building codes are available at City Hall or on <https://codes.iccsafe.org/codes/colorado>. The City's Municipal Code may be found on the City's website, [canoncity.org](http://canoncity.org). Additional information may be required by staff as needed.
- F. Review Panel Composition: The review panel shall consist of the following individuals: Fire Inspector or other Life Safety designee of the Cañon City Area Fire Protection District, the City Building Official or designee, and at least one Economic Development representative. Please beware that to assist as many applicants as possible with the limited program funds available, C-CARE may not approve all matching grant requests.
- G. Board Approval. The recommendation of the Review Panel shall be forwarded to the Board for decision on the application. The Board shall consider the application at a public meeting and may approve, approve in part, conditionally approve or deny the application.
- H. Project Construction: Upon approval by the C-CARE Board, staff may require schedule a mandatory pre-construction conference for each approved application within thirty (30) days. Project construction must begin within sixty (60) days from the approval date and must be completed within one hundred eighty (180) days from the beginning of construction, or monies for said project will not be distributed, and will be returned to the program fund.
- I. Continuation/Carryover: Grant funding works best when expended in the calendar year it is awarded. However, if the 180-day construction period will carry over into the following calendar year, it is incumbent on the grantee to notify C-CARE as soon as possible to arrange for a budget carry-over to the following year.
- J. Contact Information:

Economic Development Office  
City of Cañon City

128 Main St.  
Cañon City, CO 81215  
Ph: 719-269-9011

- K. Inspections: Inspections may occur periodically throughout the construction or installation. At the completion of construction, the applicant will submit a written request for final inspection. A final inspection is required prior to requesting reimbursement. City staff will verify that all work approved for the grant is completed in compliance with the approved application and all applicable codes. If state approval is required for the improvements, the applicant will be responsible for ensuring that inspection occurs and the work is approved by the state. The City will not approve any work until state approval has been received.
- L. Reimbursement: Once the final inspection has been completed and the improvements have been approved by City staff and other agencies with authority over the improvements, the applicant may submit for reimbursement. Documentation of payments must be submitted with a written request for reimbursement. Acceptable proof of payment for reimbursement includes, but is not limited to the following:
  - i. Itemized invoices with the corresponding receipts and/ or cancelled checks.
  - ii. Paid Invoices for materials and/or supplies, with the corresponding receipts and/or cancelled checks, or a release of lien from contractors, sub-contractors, and/ or suppliers.
  - iii. The applicant will supply any additional documentation as required by C-CARE to confirm expenses.



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**C-CARE Downtown Life Safety and Accessibility Grant Application**

**Applicant Name** \_\_\_\_\_ **Telephone No.** \_\_\_\_\_ **E-Mail** \_\_\_\_\_

**Applicant Mailing Address** \_\_\_\_\_

**Owner Name, if not Applicant** \_\_\_\_\_ **Telephone No.** \_\_\_\_\_ **E-Mail** \_\_\_\_\_

**Owner Mailing Address, if not Applicant** \_\_\_\_\_

**Building Address** \_\_\_\_\_

**Current Use of Property** \_\_\_\_\_ **Current Zoning** \_\_\_\_\_

**Proposed Use of Property:** \_\_\_\_\_

**Improvement #1:** \_\_\_\_\_ **Grant Request: \$** \_\_\_\_\_

**Cost Estimate No. 1 prepared by:** \_\_\_\_\_

**Total for Cost Estimate No. 1: \$** \_\_\_\_\_

**Cost Estimate No. 2 prepared by:** \_\_\_\_\_

**Total for Cost Estimate No. 2: \$** \_\_\_\_\_

Please note that both Cost Estimates must be attached to this application.

**Improvement #2:** \_\_\_\_\_ **Grant Request: \$** \_\_\_\_\_

**Cost Estimate No. 1 prepared by:** \_\_\_\_\_

**Total for Cost Estimate No. 1: \$** \_\_\_\_\_

**Cost Estimate No. 2 prepared by:** \_\_\_\_\_

**Total for Cost Estimate No. 2: \$** \_\_\_\_\_

Please note that both Cost Estimates must be attached to this application.

**Improvement #3:** \_\_\_\_\_ **Grant Request: \$** \_\_\_\_\_

**Cost Estimate No. 1 prepared by:** \_\_\_\_\_

**Total for Cost Estimate No. 1: \$** \_\_\_\_\_

**Cost Estimate No. 2 prepared by:** \_\_\_\_\_

**Total for Cost Estimate No. 2: \$** \_\_\_\_\_

Please note that both Cost Estimates must be attached to this application.

**Has this property received any other funding through C-CARE (Check one)?**

Yes  No

**Source:** \_\_\_\_\_ **Amount:** \_\_\_\_\_

**Project description:** Please provide a narrative of the project describing the work to be completed (maximum of 750 words). Please attach additional pages if necessary.

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**Certification**

I hereby certify that I am the owner of the above described property for the purpose of this application, and that I have title to the property free and clear of any adverse judgments or liens. I further certify that I am in good standing with the City of Cañon City with no fines, fees or unpaid taxes owed to the City.

Owner's Signature \_\_\_\_\_ Owner's Printed Name \_\_\_\_\_

Owner's Mailing Address \_\_\_\_\_ Owner's Telephone \_\_\_\_\_

**Agent Authorization**

In lieu of representing this request as owner of the subject property, I hereby authorize the person designated below to act as my agent for the application, processing, representation and/ or presentation of this request. The designated agent shall be the principle contact person with the C-CARE in processing and responding to requirements, information, or issues relevant to this request.

Owner's Signature \_\_\_\_\_ Owner's Printed Name \_\_\_\_\_

Agent's Signature \_\_\_\_\_ Agent's Printed Name \_\_\_\_\_

Agent's Mailing Address \_\_\_\_\_ Agent's Telephone \_\_\_\_\_

**Tenant Authorization**

I, as the owner of the building that is the subject of this application, authorize the person listed below, as the tenant in the building, to undertake the improvements listed in this application.

Owner Signature \_\_\_\_\_ Owner Printed Name \_\_\_\_\_

Tenant Signature \_\_\_\_\_ Tenant Printed Name \_\_\_\_\_

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Applicant Tenant's Mailing Address

Applicant Tenant's Telephone

**CAÑON CITY AREA FOR REINVESTMENT & EXPANSION**  
**LIFE SAFETY and ACCESSIBILITY GRANT PROGRAM**

This Agreement is by and between the Cañon City Area for Reinvestment Expansion, a Colorado urban renewal authority (hereinafter referred to as "C-CARE"), and \_\_\_\_\_, property owner or tenant for the building located at the following address: \_\_\_\_\_ (herein after referred to as "Grant Recipient").

As part of C-CARE's Downtown Life Safety and Accessibility Grant Program ("Program"), both parties agree that this Program aids downtown business owners in the rehabilitation and restoration of historic downtown of Cañon City to encourage the elimination of conditions that could be injurious to public health, safety and welfare; to encourage private investment in commercial and multi-family housing that may otherwise be cost prohibitive, and to stimulate redevelopment to increase sales tax revenues and property values.

The Grant Recipient agrees to all the terms and conditions of participation in the Program. The Grant Recipient acknowledges that failure to adhere to any of the terms or conditions of the Program may result in the improvements becoming ineligible for reimbursement. C-CARE, in its sole discretion, will determine compliance with the terms and conditions of the Program. If the applicant is found to have violated the terms and conditions of participation in the Program, the applicant shall be solely responsible for all costs and fees associated with the improvements.

**PROPERTY OWNER/TENANT:**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

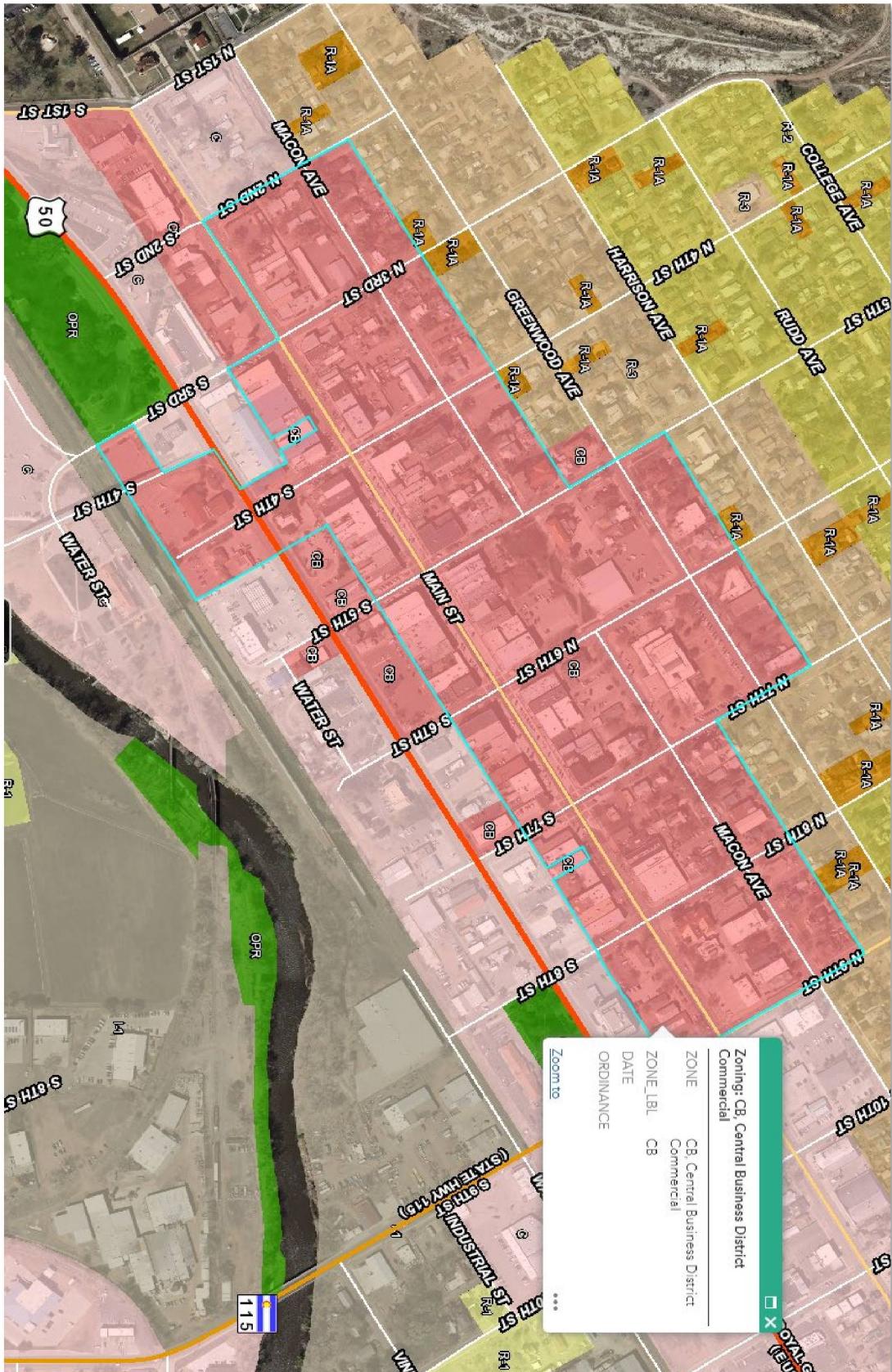
**CAÑON CITY AREA FOR REINVESTMENT & EXPANSION:**

\_\_\_\_\_  
Executive Director

Date: \_\_\_\_\_

APPENDIX A

CENTRAL BUSINESS DISTRICT



## APPENDIX B

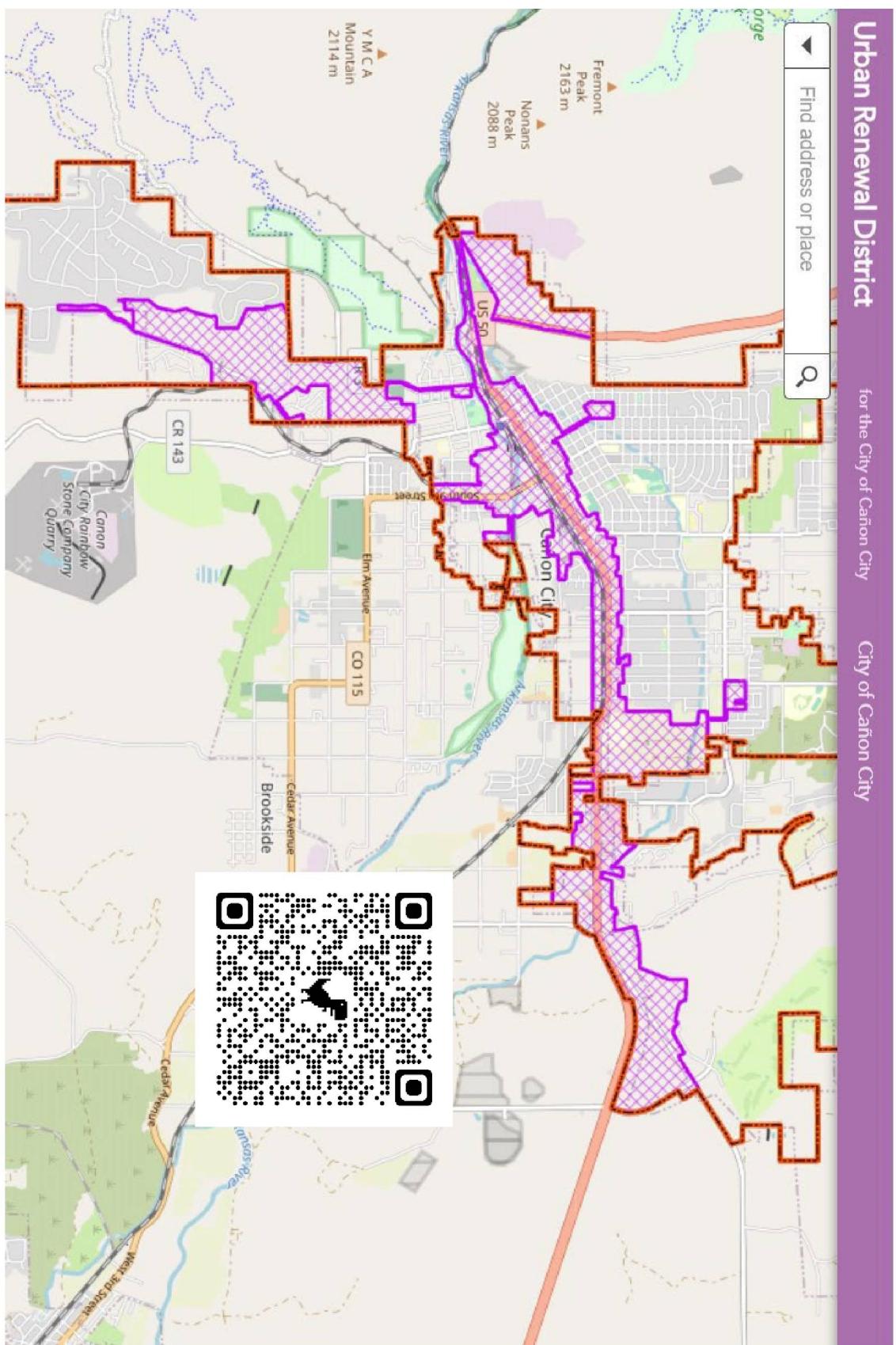
### SURVEYED HISTORIC RESOURCES MAP

Preference will be given to buildings within the yellow-bordered area.



## APPENDIX C

URBAN RENEWAL AREA





# CITY OF CAÑON CITY

P.O. Box 1460 • 128 Main Street  
Cañon City, CO 81215-1460  
(719) 269-9011 • [www.canoncity.gov](http://www.canoncity.gov)

## FAÇADE IMPROVEMENT GRANT PROGRAM

### Program Overview

Cañon City Area for Reinvestment Expansion (C-CARE) urban renewal authority (URA) exists to contribute to and incentivize the elimination and prevention of blight in Cañon City. C-CARE uses incremental tax revenues generated through increased property valuations and sales tax activity within the URA area that is caused by economic growth. These funds, commonly known as TIF, are invested back into the community as a tool to assist with financing infrastructure improvements required for new development, and as small business grants to directly help local property and business owners with financial assistance for building improvements.

The C-CARE Façade Improvement Grant Program uses TIF dollars to directly help property and business owners afford upgrades to their building facades. This grant helps owners modernize older, worn and possibly blighted, commercial structures in the URA area, making their buildings and storefronts more attractive and marketable to potential buyers, tenants and customers. And it indirectly supports the recruitment of new retail operations into key URA commercial districts, particularly older, blighted and historic commercial districts, thereby enhancing economic vitality.

### Grant Incentive Overview:

Eligible property owners and tenant businesses within the C-CARE Urban Renewal Area may receive a reimbursement grant of up to 75% of façade improvement project costs, capped at a maximum benefit of \$7,500 per business to improve:

- Existing storefronts and building façades
- Primary public entrances
- Sign structures

The program is administered annually on a first-come, first-served basis and is subject to annual C-CARE budget appropriations.

### General Requirements

To qualify for reimbursement:

- Projects must be reviewed and approved by C-CARE staff and must have all required permits in place before construction begins.
- Approved recipients must submit paid invoices for completed work; all costs are subject to verification prior to reimbursement.
- The program does not reimburse sales tax, permit fees, application fees, or design fees.
- For a project to qualify for reimbursement, it must receive approval from C-CARE staff and obtain all necessary permits prior to commencement of construction.
- Approved recipients will be required to provide paid invoices for the completed project, which shall

be subject to verification and approval, prior to receiving reimbursement funds.

- The program does not reimburse sales tax or any permit, application, or design fees.

## **I. Qualifications & Grant Criteria:**

- The applicant shall be the property owner or tenant with a property owner consent letter.
- The building must be located within the boundaries of the C-CARE urban renewal area (Exhibit A). Reference:  
<https://canoncity.maps.arcgis.com/apps/webappviewer/index.html?id=978ff35e3e3b4bf2a1b1aefb4ec7467b>
- Businesses must be in good standing with the City of Cañon City. Any fines, fees or unpaid taxes owed to the City by the property owner and/or business must be paid in full prior to the application being accepted. Any Code Enforcement violations must be resolved prior to approval and execution of the Façade Improvement Grant.
- Businesses must be commercial enterprises. Home-based businesses, residential living facilities and non-profit/tax exempt organizations are excluded.
- Building improvements apply to exterior improvements only. If requesting funding for exterior improvements or landscaping, the building must show significant wear. Certain signs may be eligible under this program, as described below.
- Property must be classified as commercial by the Fremont County Assessor. Tax-exempt properties will not be considered.
- If the property owners or tenants are making the improvements themselves in lieu of hiring a contractor, only the cost of materials (less sales tax, permits, and application fees) will be considered for reimbursement.
- If the applicant is the tenant or the improvements are tenant specific, a copy of the current lease period shall reflect an expiration of at least two years from the date of the application.
- If the applicant is seeking grant funding for landscaping, all landscaping must be properly maintained for a period of at least two years. Failure to comply with this requirement may result in disqualification for further C-CARE funding.
- Businesses that span/occupy multiple storefronts will be eligible for a maximum of \$7,500 in grant reimbursement.
- Applicants/business owners occupying one side of multiple-tenant buildings are encouraged to work together to file separate applications per business and receive at least one set of estimates to achieve a uniform look for the entire building. This should also reduce the cost per storefront.
- If a multi-tenant building has existing vacancies, C-CARE will require the owner/landlord to provide proof that the space is being actively marketed for lease. The maximum reimbursement consideration shall be \$7,500 per tenant façade/building.
- Applicant must obtain approval of its application **before** construction can begin. Projects under construction or already completed do not qualify.
- Projects must receive all required applicable approvals through City Planning and Zoning, Engineering, and Building Departments and C-CARE. Approval of the work from the City does not constitute approval under this program.

## **II. Eligible Improvements:**

Types of exterior upgrade improvements which are eligible for the reimbursement grant are:

- Painting of building facade
- Façade gutters and downspouts
- Replace or upgrade exterior deteriorated materials
- Add, repair or replace parapet walls and/or the addition of architectural details such as cornices
- Replacement of deteriorated exterior doors, entries and windows, especially for the purpose of providing for current handicapped accessibility requirement as defined in applicable building and accessibility code.
- Add, repair or replace arcade/canopy facade, display window lighting, and decorative exterior lighting.
- Landscaping and fencing **adjacent to the façade**.
- Permanent bike racks that serve the entire area and not just a particular building or property
- Replacement of existing non-conforming and/or deteriorated, freestanding monument signs only. To qualify for a replacement monument sign, the applicant must demonstrate that the existing sign is either non-conforming with the current City sign code, or that the replacement sign will be an upgrade and improvement in appearance from the existing deteriorated sign. New tenant signage does not qualify unless, as stated above, the property owner is replacing their existing non-conforming or deteriorated freestanding monument sign with an upgraded, improved sign.
- Rooftop mechanical screening

### **III. Matching Funds and Establishing Project Costs:**

The C-CARE Façade Improvement Grant Program requires that the recipient invest 25% or greater amount towards the improvement efforts. The reimbursement will not exceed 75% of the costs of qualifying project expenses in an amount up to \$7,500 per year per qualifying property.

### **Historic Considerations:**

Applicants of older and/or historic properties are encouraged to explore additional sources of match funding, such as state and federal historic tax credits. Refer to <https://www.canoncity.org/512/Historic-Preservation-Commission> for more information about local historic designation.

Applicants must designate one person who will be the primary contact person for the project. The applicant selects the contractor and is responsible for completing any agreements with the contractor for all improvements. C-CARE does not provide assistance with obtaining bids or project management.

For further questions about the program, please contact:

Rick Harrmann | Economic Development Manager | [rjharrmann@canoncity.org](mailto:rjharrmann@canoncity.org)

### **IV. Application Period and Requirements**

Applications for the C-CARE Façade Improvement Grant program will be accepted throughout the year and evaluated on a first-come first-served basis. Grant approval is subject to remaining annual program budget availability.

*For budget purposes, projects must be completed by December 31st of the year in which application is made.*

Applicants must complete and submit the **C-CARE Façade Improvement Grant Application** including:

- Proof of Property Ownership or owner consent letter
- At least one written estimate; more than one preferred.
- Photos and color renderings of the improvement
- Attached answers to all questions in the application

Return application and attachments prior to the beginning of construction to:

Cañon City Area for Reinvestment & Expansion  
Economic Development Department  
128 Main Street (physical)  
PO Box 1460 (mailing)  
Cañon City, CO 81212  
Or email: [rlharrmann@canoncity.org](mailto:rlharrmann@canoncity.org)

## **V. Staff Review, Award and Reimbursement**

- Once received, staff reviews the application and refers it to review committee to both make them aware of the project and offer their advise and/or conditions of approval.
- URA Staff then reviews the application and approves or denies the request. Approval is based on availability of program funds, qualifications, and eligibility.
- Staff confirms via an Award Letter that the application has been approved for reimbursement.
- Once approved, the business owner must obtain all appropriate City approvals (e.g. Site Plan, Site Plan Amendment, Building permits, sign permits).
- After successful completion of the project, applicant submits proof of payment to all vendors (invoices with zero balance, cleared check, credit card statement, etc.) for the project to [rlharrmann@canoncity.org](mailto:rlharrmann@canoncity.org)
- Reimbursement will only be made once all payments have been made to the vendor and all work has been completed and inspected.

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*End of Section*

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## C-CARE Façade Improvement Grant Application

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### Applicant Information

Business Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Physical Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Nature of Business \_\_\_\_\_

Contact Person \_\_\_\_\_ Title \_\_\_\_\_

Zip \_\_\_\_\_ Phone \_\_\_\_\_

Email \_\_\_\_\_ Website \_\_\_\_\_

Other Businesses/Organizations Participating (if applicable):

Organization Name	Contact	Phone	Email
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

### Project Information

Description of Project (attach additional information if necessary):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Total Cost of Project: \_\_\_\_\_ Estimated Project Completion Date \_\_\_\_\_

Grant Amount Requested \_\_\_\_\_

Please submit the following documentation with the grant application (Required):

- 1 written estimate from licensed contractor
- Before photos & color renderings of the improvement
- Owner Consent Letter

### Scoring Criteria Response

Depending on the number of applications received and the total grant funds requested, this grant application may be subject to a competitive review. This section provides you with an opportunity to address all the scoring criteria individually to support your application.

To qualify for this grant, the business must be a Commercial Enterprise. Provide an overview of the business in the space provided.

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Is this application complete as defined above?      Y / N      Explain (max 100 words):

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Is this business in good standing with the City? If not, explain what is necessary to return to good standing?      Y / N      Explain (max 100 words):

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Is this application for more than one storefront?      Y / N

If so, is the application being submitted in cooperation with another business owner?      Y / N

Please explain:

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Are the improvements reflected in this grant application qualified improvements?      Y / N

How does this application remediate blight?

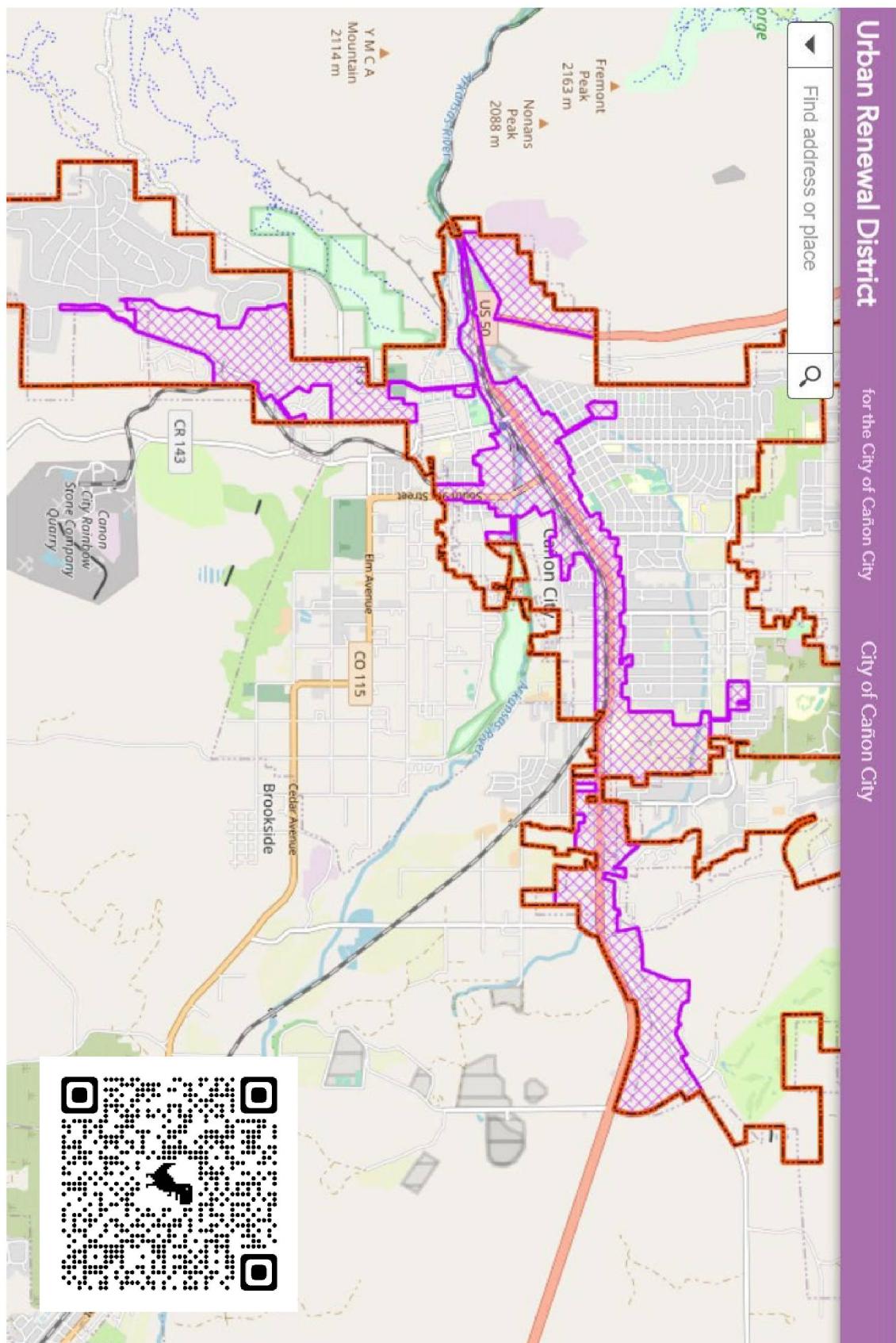
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## Exhibit A

## C-CARE Urban Renewal Area





Cañon City Area for Reinvestment Expansion

CITY OF CAÑON CITY

P.O. Box 1460 • 128 Main Street  
Cañon City, CO 81215-1460  
(719) 269-9011 • [www.canoncity.gov](http://www.canoncity.gov)

## BUILDING SYSTEMS GRANT PROGRAM

### C-CARE Program Overview

The Cañon City Area for Reinvestment Expansion (C-CARE) urban renewal authority is dedicated to enhancing the economic vitality, sustainability, and quality of life within our community. Central to this mission is the strategic use of Tax Increment Financing (TIF) and other commercial grant programs to help incentivize development and investment needed to right-size the Cañon City economy and promote community and economic vitality.

C-CARE recognizes that Cañon City's economic landscape may need adjustments to thrive in today's changing world. TIF serves as a powerful tool to achieve this by capturing the increased property tax revenue generated within the urban renewal district. These funds are then reinvested into the area in the form of tax increment reimbursements and grant programs that support building and infrastructure improvements, beautification projects, while attracting new businesses, and supporting and retaining existing ones. By leveraging TIF, C-CARE URA is committed to right-sizing the Cañon City economy, promoting balanced growth, and creating a more robust local business environment for our community and business owners. Through collaborative efforts with stakeholders and the judicious application of TIF and grants, C-CARE aims to foster an economy that is resilient, diverse, and capable of meeting the evolving needs of our community. Together, we will build a Cañon City that is economically sustainable and prosperous for current and future generations.

### Building Systems Grant Details

The purpose of the C-CARE Building Systems Grant Program is to help make improvements to older buildings that help maximize their contribution to the Cañon City economy. The program is aimed at revitalizing older commercial building systems in Cañon City in a manner that supports modern system efficiencies, and commercial and mixed-use business uses, while helping reduce the cost of installation and building operations, thereby increasing the profitability, affordability, marketability and economic contribution of the structures.

This program is designed to provide financial assistance for the improvement of HVAC, plumbing, electrical and weatherization systems in older or historic buildings (see qualifications below). By offering grants that cover up to 75% of building system renovation and/or installation costs – up to a maximum grant award of \$25,000 – C-CARE hopes to encourage the revitalization and restoration of these valuable assets in our city, helping make them safer, more energy efficient, and potentially more marketable and feasible for lease, acquisition, or investment.

### Program Goals:

1. **Increasing Efficiency of Historic Building Systems:** To encourage the operating efficiency of historic buildings by offsetting the cost of necessary building system upgrades while maintaining historical integrity and sense of place.

2. **Energy Efficiency:** To improve the energy efficiency of aging building systems, reducing its energy consumption and contributing to a more sustainable environment.
3. **Economic Vitality:** To stimulate economic growth in our community by making these properties safer and more attainable for businesses and consumers.

## Eligibility Criteria

To be eligible for the C-CARE Building Systems Grant program, building owners, or tenants with building owner approval, must meet the following criteria:

- A. **Eligible Area:** Commercial structures located within the C-CARE Urban Renewal Area (Appendix A), with special preference given to structures located in Cañon City's Central Business District. (Appendix B)
- B. **Eligible Improvements:** Eligible improvements must significantly upgrade the building's operating systems, including but not limited to electrical, plumbing, HVAC, and weatherization improvements. Examples of improvements may include but are not limited to:
  - Upgrade out-of-date or unsafe electrical systems.
  - Upgrade or replacement of commercial electric, oil, or natural gas HVAC system.
  - Plumbing improvements, including replacement of lead supply lines, with preference for those improvements that improve safety, such as removal of lead pipes and water lines.
  - Installation of weatherization measures, including windows and doors, to improve energy efficiency and provide a reduction in operating costs.
- C. **Multiple Unit Considerations:** The Building Systems Grant is designed for system upgrades to the entire building instead of just individual retail spaces; one grant per building. In consideration of larger commercial structures with multiple commercial units with separate electrical, HVAC and/or roofing systems, the board may consider approval of multiple grants per building, based on grant availability and commercial need.
- D. Grant recipient must be the building owner of record or the tenant with the owner's authorization to make the proposed changes to the building.
- E. Buildings must be at least 50 years of age or be commercial buildings with a documented history of underutilization.
- F. C-CARE URA is dedicated to increasing tax-generating, commercial activity in the community, therefore qualifying buildings must be used for for-profit commercial or mixed-use purposes. Buildings used exclusively for residential use do not qualify for this program. Buildings that are owned by nonprofit organizations yet still support sales tax generating activities or activities that contribute to desired economic activity in the community will also be considered.
- G. Work completed prior to or underway at the time the grant application is submitted will not qualify.
- H. Owners must certify that title to the property is free and clear of any adverse judgments or liens, and that there are no outstanding or unpaid fines, fees, or taxes owed to the City.
- I. The purpose of this grant is to assist with physical improvements to structures. Professional fees (e.g., architectural and/ or engineering fees) incurred by the applicant are not eligible for reimbursement.
- J. Grant funding may not be used to pay the owner or owner's family members, or tenant or tenant's

family members, for labor.

K. Project proposals will be scored according to the eligibility criteria listed below.

## **Application Period and Process:**

Applications for the C-CARE Building Systems Grant program will be accepted on a first-come first-serve basis throughout the calendar year. If multiple applications are received that total more than available funding, C-CARE and the application review committee will review grant applications on a weighted competitive basis. If grant funds remain after all applications have been processed and awarded, further applications will be considered and processed on a first-come, first-served basis.

1. **Pre-Application Consultation (Optional & Encouraged):** Building owners or tenants interested in the Building Systems Grant program are encouraged to schedule a consultation with City or C-CARE representatives to discuss eligibility and project details prior to application. Applicants may also request a pre-planning meeting with review panel staff to receive direct project feedback.
2. **Submittal Requirements:** Eligible property owners or tenants, as described above, interested in the program should submit copies of the following via email to the City of Cañon City Economic Development Office. Staff will review the provided information and may request additional information, if needed.
  - A completed application form, attached.
  - A narrative of the project describing the work to be completed, as well as the safety and economic benefits/activities that will be made possible or are anticipated as a result (max. 750 words).
  - Drawings/plans detailing the proposed improvements (PDF format). Descriptions should be specific as to materials to be used and any technical specifications pertinent to the proposal.
  - Two (2) itemized cost estimates from independent sources. Cost estimates from the applicant or any entity to which the applicant is associated will not be accepted. The applicant must notify staff for assistance and review if unable to obtain a minimum of two (2) contractors.
  - Current tax certificate showing no delinquent real or property taxes for the property.
3. **City Permits and Licenses:** Applicants must obtain all required permit(s) from the City before construction can begin. Permitting will vary depending on the improvements planned. Applicants should contact the Economic Development Office for information specific to their project. All work undertaken will be inspected and must be found in compliance with all applicable building, electrical or plumbing codes before any reimbursement is paid. To qualify for grant reimbursement, all project contractors must be licensed by the City of Cañon City. Any improvements completed by non-licensed contractors will be disqualified from grant reimbursement.
4. **Staff Review:** Economic Development staff will review the application to ensure it is complete and advise if additional information is needed.
5. **Panel Review:** Once an application is received in full, and depending on the scope of work being proposed, it will be reviewed by a panel of city and outside staff as needed, to include City building, engineering, and water department representatives, and fire district as may be required. The intent of this review is to evaluate projects in accordance with grant program guidelines and make an approval recommendation to the board of directors of the C-CARE Urban Renewal Authority. Please be aware that to assist as many applicants as possible with the limited program funding available, C-CARE may

not approve all matching grant requests, depending on application scoring.

**Competitive Considerations:** If multiple applications are received, totaling more than the annual budget funding appropriated, the application process will be considered a competitive process. All competing applications will be reviewed and scored based on the application questions provided below, with the highest scoring applications moving forward to board approval.

6. **Board Approval:** Once conditionally approved by Panel Review, Panel recommendations will be forwarded to the C-CARE Board of Commissioners for a final decision on all applications during regularly scheduled public meetings. The Board may approve, approve in part, conditionally approve, or deny the application. Applicants are welcome and encouraged to attend the public meeting to support their projects.
7. **Project Construction:** Upon approval by the C-CARE Board, staff may require scheduling a mandatory pre-construction conference for each approved application within thirty (30) days. Project construction must begin within sixty (60) days from the approval date and must be completed within one hundred eighty (180) days from the beginning of construction, or monies for said project will not be distributed, and will be returned to the program fund. If the project is expected to carry over into the next calendar year, it is incumbent on the applicant to notify C-CARE or City staff as soon as possible in order to allow for budget carry-over.
8. **Grant Disbursement:** The Building Systems Grant is a reimbursement grant. Once the final inspection has been completed and the improvements have been approved by City staff and all agencies overseeing improvements, the applicant may submit for reimbursement. Documentation of payments must be submitted with a written request for reimbursement. Acceptable proof of payment for reimbursement includes, but is not limited to the following:
  - ✓ Itemized invoices with the corresponding receipts and/or cancelled checks.
  - ✓ Paid Invoices for materials and/or supplies, with the corresponding receipts and/or cancelled checks, or a release of lien from contractors, sub-contractors, and/ or suppliers.
  - ✓ The applicant will supply any additional documentation as required by C-CARE to confirm expenses.

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*End of Section*

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Cañon City Area for Reinvestment Expansion

CITY OF CAÑON CITY

P.O. Box 1460 • 128 Main Street  
Cañon City, CO 81215-1460  
(719) 269-9011 • [www.canoncity.gov](http://www.canoncity.gov)

**BUILDING SYSTEMS GRANT APPLICATION**

Applicant Name

Telephone No.

E-Mail

Applicant Mailing Address

Owner Name, if not Applicant

Telephone No.

E-Mail

Owner Mailing Address, if not Applicant

Building Address

Current Use of Property

Current Zoning

Proposed Use of Property: \_\_\_\_\_

**Building System Improvement #1**

System being replaced or upgraded:

\$

Grant Request: (Max 75% of cost; not to exceed \$25,000 total application)

Amount  
\$

Total Cost of System Upgrade/Replacement:

Estimate #1:

Contractor name

Amount  
\$

Estimate #2:

Contractor name

Amount  
\$

Estimate #3:

Contractor name

Amount  
\$

Note: All cost estimates must be submitted with this application for approval

**Building System Improvement #2**

System being replaced or upgraded: \_\_\_\_\_

Grant Request: (Max 75% of cost; not to exceed \$25,000 total application) \$ \_\_\_\_\_

Amount

Total Cost of System Upgrade/Replacement: \_\_\_\_\_

Estimate #1: \_\_\_\_\_ \$ \_\_\_\_\_  
Contractor name AmountEstimate #2: \_\_\_\_\_ \$ \_\_\_\_\_  
Contractor name AmountEstimate #3: \_\_\_\_\_ \$ \_\_\_\_\_  
Contractor name Amount

Note: All cost estimates must be submitted with this application for approval

**Building System Improvement #3**

System being replaced or upgraded: \_\_\_\_\_

Grant Request: (Max 75% of cost; not to exceed \$25,000 total application) \$ \_\_\_\_\_

Amount

Total Cost of System Upgrade/Replacement: \_\_\_\_\_

Estimate #1: \_\_\_\_\_ \$ \_\_\_\_\_  
Contractor name AmountEstimate #2: \_\_\_\_\_ \$ \_\_\_\_\_  
Contractor name AmountEstimate #3: \_\_\_\_\_ \$ \_\_\_\_\_  
Contractor name Amount

Note: All cost estimates must be submitted with this application for approval

Has this property received any other funding through the Cañon City Area for Reinvestment &amp; Expansion? Yes (explain below) \_\_\_\_\_ No \_\_\_\_\_

Explanation of other C-CARE funding \_\_\_\_\_ Amount \_\_\_\_\_

**Project description:** Please provide a narrative of the project describing the work to be completed. (maximum of 750 words). Please attach additional pages if necessary.

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**Scoring Criteria Response:** This program awards grants on a competitive basis. Please circle Y or N to the questions below and provide explanations in consideration of the SCORING CRITERIA provided above.

Does this application provide significant improvements to **Public Safety**?

**Y / N** Explain (max 100 words):

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Does this application show significant improvements in **Building Operating Efficiencies**?

**Y / N** Explain (max 100 words):

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Is this application being submitted with an energy audit?

**Y / N** (circle)

Is this project receiving **Third-Party Financial Assistance** from any other sources such as State or Federal Historic Tax Credits, other C-CARE URA grants or funding, etc.?

**Y / N** Explain (max 100 words):

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Is the property designated as a historic structure through national, state, or local historic preservation regulations, or located within the Central Business District “Intensive Survey Area” of the “Surveyed Historic

Resources, 2004-05 Downtown Cañon City, Colorado"? If not, are you interested in learning more about possible benefits of historic designation for your property?

**Y / N** Explain (max 100 words) \_\_\_\_\_

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In the space below, explain how this project **increases commercial tenancy** in the Central Business District and adds to the **Economic Vitality** of the community (max 100 words).

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#### **Owner Certification**

I hereby certify that I am the owner of the above-described property for the purpose of this application, and that I have title to the property free and clear of any adverse judgments or liens. I further certify that I am in good standing with the City of Cañon City with no fines, fees or unpaid taxes owed to the City.

---

Owner's Signature

---

Owner's Printed Name

---

Owner's Mailing Address

---

Owner's Telephone

#### **Owner Authorization of Agent**

In lieu of representing this request as owner of the subject property, I hereby authorize the person designated below to act as my agent for the application, processing, representation and/or presentation of this request. The designated agent shall be the principle contact person with C- CARE in processing and responding to requirements, information, or issues relevant to this request.

---

Owner's Signature

---

Owner's Printed Name

---

Agent's Signature

---

Agent's Printed Name

---

Agent's Mailing Address

---

Agent's Telephone

**Tenant Authorization**

I, as the owner of the building that is the subject of this application, authorize the person listed below, as the tenant in the building, to undertake the improvements listed in this application.

---

Owner's Signature

---

Owner's Printed Name

---

Applicant Tenant's Signature

---

Applicant Tenant's Printed Name

---

Applicant Tenant's Mailing Address

---

Applicant Tenant's Telephone

---

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*End of Section*



Cañon City Area for Reinvestment Expansion

CITY OF CAÑON CITY

P.O. Box 1460 • 128 Main Street  
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## BUILDING SYSTEMS GRANT PROGRAM

This Agreement is by and between the Cañon City Area for Reinvestment Expansion, a Colorado urban renewal authority (hereinafter referred to as "C-CARE"), and \_\_\_\_\_, property owner or tenant for the building located at the following address: \_\_\_\_\_ (herein after referred to as "Grant Recipient").

As part of C-CARE's Building Systems Grant Program ("Program"), both parties agree that this Program aids owners of older, historic, or underutilized buildings in the upgrading of building systems to modern standards of safety and operating efficiency. The program encourages the elimination of conditions that could be injurious to public health, safety and welfare; modernizes older structures; encourages private investment in commercial buildings that may otherwise be cost prohibitive; assists building owners in upgrading to systems that help reduce operating costs, thereby aiding in the affordability of space for new business enterprises; and stimulates redevelopment in older structures to increase sales tax revenues and property values.

The Grant Recipient agrees to all the terms and conditions of participation in the Program. The Grant Recipient acknowledges that failure to adhere to any of the terms or conditions of the Program may result in the improvements becoming ineligible for reimbursement. C-CARE, in its sole discretion, will determine compliance with the terms and conditions of the Program. If the applicant is found to have violated the terms and conditions of participation in the Program, the applicant shall be solely responsible for all costs and fees associated with the improvements.

### PROPERTY OWNER/TENANT APPLICANT:

---

Applicant Signature

---

Date

---

Printed Name

---

Title

### CAÑON CITY AREA FOR REINVESTMENT & EXPANSION:

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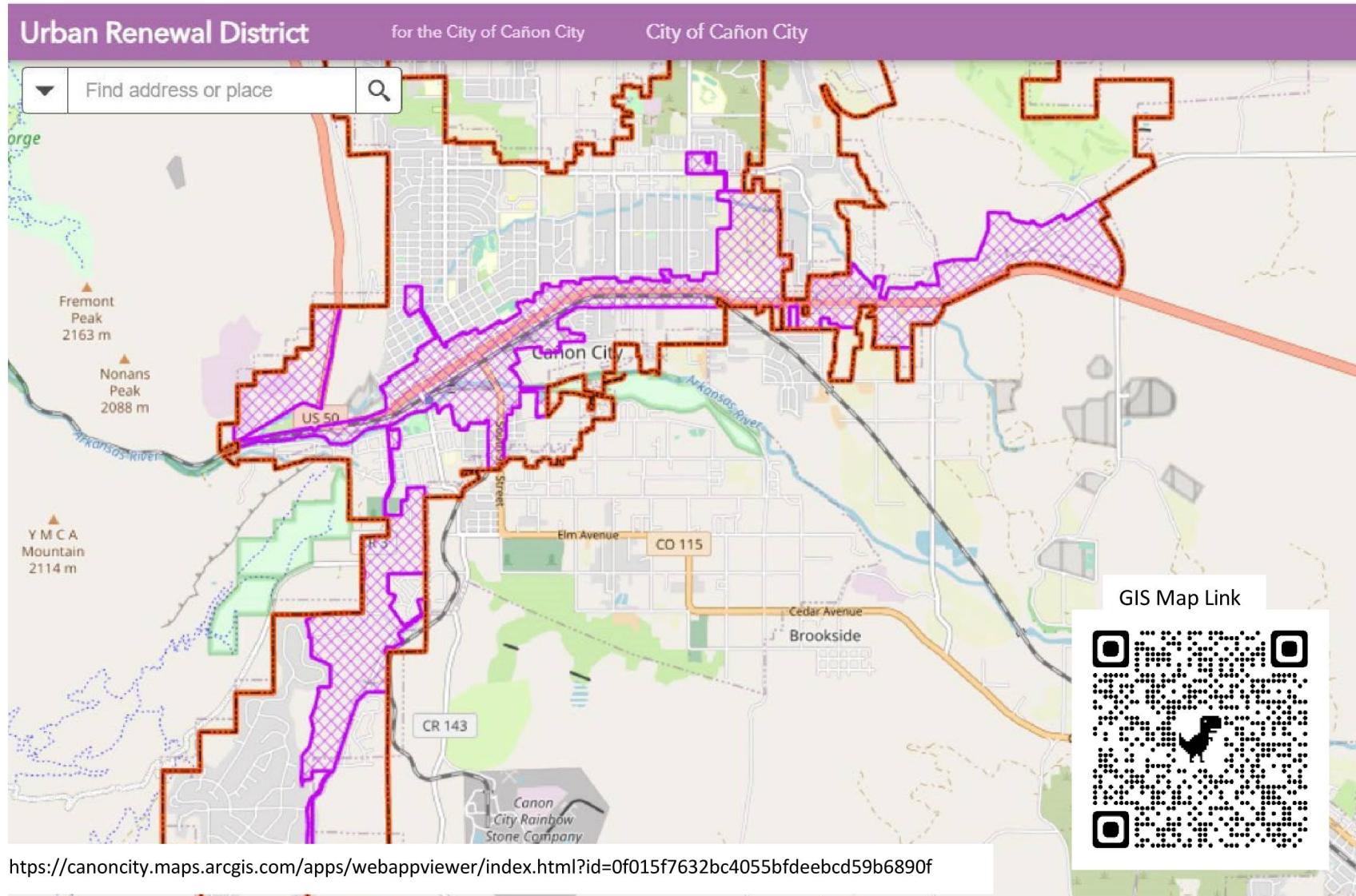
Executive Director

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Date

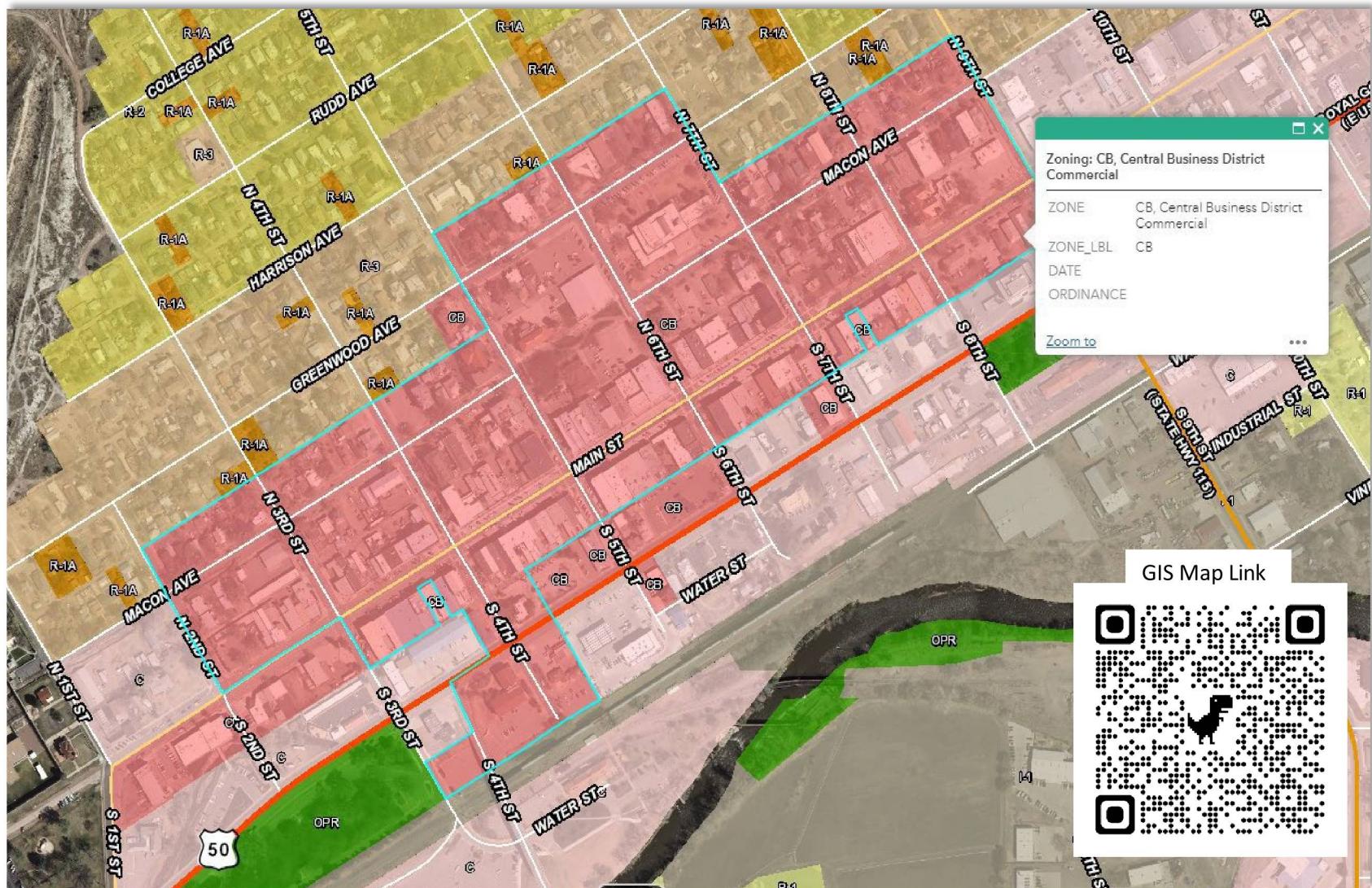
## APPENDIX A

### C-CARE Urban Renewal Area



## APPENDIX B

### CENTRAL BUSINESS DISTRICT



## APPENDIX C

### SURVEYED HISTORIC RESOURCES MAP

