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## **DOWNTOWN HOLLAND'S DESIGN ASSISTANCE PROGRAM**

### **THE POLICY**

The Downtown Development Authority's (DDA) Design Assistance Program (DAP) provides a \$600 rebate for design services by participating designers and architects for property owners and tenants who own property, reside, or rent/lease property within the DDA boundaries. The rebate is for design services only, not work related to material or labor for the project. The rebate will be paid directly to the applicant property owner/tenant upon completion of the design.

Applicants' property (either owners or tenants) must use at least 25% of the space for commercial purposes. (For example, upper story renovation qualifies, if the street level space is used for commercial purposes.) Design services provided include renovation or rehabilitation of downtown properties such as adaptive reuse, facade improvement, updating building code issues, upper-story development, compliance with Americans with Disabilities Act (ADA), sign design, and merchandising design.

The purpose of the DAP is to encourage downtown renovation and rehabilitation to existing structures, signs, and store interiors to ensure that these improvements are compatible with downtown's historic and design interests, and to the Design Review Board's sign appropriateness and compatibility standards.

A copy of the design drawings will be supplied to the Design Review Board for records purposes. In addition, all exterior work on properties receiving DAP funds shall be submitted for review and approval by the Design Review Board prior to the start of construction of planned exterior improvements. Other required approvals and permits necessary for any work to be done will be obtained by the applicant.

### **DESIGN SERVICE USERS**

Any downtown property owner or tenant may take advantage of the DAP. The property which will benefit from the service must be located within the DDA boundaries (see attached map).

The applicant must own or lease the property that will receive the service.

The applicant must choose a design professional from the approved list (see attached list).

Approved applications will receive a \$600 project rebate for design services only; labor and materials are not eligible.

Limited funds are available through the DAP each fiscal year (June -July) and will be distributed to approved applicants on a first-come, first-served basis.

### **DESIGN SERVICE PROVIDERS**

Please contact Patricia Fitzpatrick ([p.fitzpatrick@cityofholland.com](mailto:p.fitzpatrick@cityofholland.com)) of the DDA for a list of participating design professionals.

Designers and architects interested in participating in the program should contact the DDA office. Design professionals are

approved by the Design Review Board.

Only designers and architects who can provide design services noted in the policy are considered for participation.