

**GARAGE TO STOREFRONT 2.0
INCENTIVE AGREEMENT**

Business Name _____ Business Location _____
Applicant Name _____ Applicant Title _____
Phone _____ Email _____
Scope of Work _____

Permits Building Mechanical Electrical Plumbing Sign Business License

This Agreement for Participation in the Garage to Storefront 2.0 Incentive Program is entered into by and between the City of Gresham (Gresham) and Small Business (Applicant).

Whereas, Gresham City Council Resolution No. 3581 created the Garage to Storefront 2.0 Incentive Program pursuant to which Gresham will either waive or pay certain City fees and charges, and

Whereas, Applicant is opening a business that meets the qualifications of the Garage to Storefront 2.0 Incentive Program as described in Exhibit A - Resolution No. 3581, and

Whereas, Gresham and the Applicant desire to enter into this Agreement to set forth the terms and conditions relating to the Garage to Storefront 2.0 Incentive Program as authorized by Resolution No. 3426 including payment of fees and charges if the Applicant becomes in default of this Agreement.

SECTION 1- PROGRAM QUALIFICATION

Business location within the designated commercial area of:

Downtown Civic Neighborhood Central Rockwood

Applicant certifies that the business will:

- occupy existing vacant commercial space that does not exceed 5,000 square feet.
- be a new Gresham business **OR**
- be an existing Gresham business that is:
 - currently located within a designated area and is expanding into adjacent existing commercial space or;
 - opening a new satellite location within a designated area; or
 - relocating within or to a designated area and is increasing square footage by at least 10%.

Applicant certifies that the business will not:

- increase its square footage size by less than 10%;
- exclude minors or those 18 years of age and under at all hours of the day;
- include a drive-thru;
- be a corporate or franchise store with more than three existing locations unless the business is an independently owned franchised business that is:
 - primarily owned by an individual(s) residing in the City of Gresham, or
 - owned by a legal entity that is primarily owned by individuals residing in the City of Gresham;
- expand existing commercial space by new construction that adds additional square footage;
- be a government office or agency;
- be required to obtain a Type II or Type III Special Use Review permit.

Now, therefore, it is hereby agreed:

SECTION 2- CITY OBLIGATION

Applicant and City certifies program qualifications are met as outlined in Section 1 as of the date of this agreement. Applicant intends to apply for Commercial Tenant Improvement permits on or after the date of this Agreement, and anticipates receiving a permanent Certificate of Occupancy prior to January 31, 2026. Therefore, Gresham agrees to pay or waive the permitting and licensing fees and charges associated with the Applicant’s qualifying Commercial Tenant Improvement as described in the Scope of Work.

SECTION 3- APPLICANT OBLIGATIONS

In consideration for the payment and waiver of Applicant’s fees and charges by the City pursuant to Section 2 of this Agreement, Applicant specifically agrees:

- a. To pay Gresham the amount of such fees and charges if Applicant no longer meets program qualifications when Applicant receives a temporary or permanent Certificate of Occupancy.
- b. To pay Gresham the amount of such fees and charges if a permanent Certificate of Occupancy is not issued on or before January 31, 2026.
- c. If payment is due pursuant to Subsections a. or b. of this Section 3, the City may withhold the issuance of a temporary or permanent certificate of occupancy for the Commercial Tenant Improvement until payment is received. Applicant agrees not to occupy or use the premises until such payment is made and a permanent Certificate of Occupancy is received.

APPLICANT

Name: _____

Title: _____

Date: _____

CITY OF GRESHAM

Name: Geri Van Beek

Title: Economic Development Specialist

- Approved
- Disapproved

Date: _____