


## APPENDIX I: EIG APPLICATION

<b>Date of Application:</b>			
<b>Building/Property Address:</b>			
<b>Applicant's Name:</b>			
<b>Name of the Business:</b>			
<b>Ownership Status:</b>	<input type="checkbox"/> I own the property <input type="checkbox"/> I am purchasing the property <input type="checkbox"/> I will lease the property <input type="checkbox"/> Other _____		
<b>Primary Project Contact:</b>	Name:		
	Phone:	Email:	
	Mailing Address:		
<b>Describe the existing condition of the property.</b>			
<b>Describe the proposed future use of the property.</b>			
<b>What exterior improvements do you plan to make to the property?</b>			
<b>Architect (if applicable)</b>	Name: Company:	Phone:	
<b>Total Project Budget:</b>			
<b>Total Grant Requested:</b>			
<b>Property Owner: (If not the applicant)</b>	Name:		
	Phone:	Email:	
	Mailing Address:		

<b>Disclaimer:</b>	The CCDC, DMC, and its affiliates are not responsible for business consulting, planning, design, or construction of improvements to property that is owned by the applicant or any other entity. No warranties or guarantees are expressed or implied by the description of, application for, or participation in the Exterior Improvement Grant. The applicant is advised to consult with licensed architects, engineers, and/or building contractors before proceeding with final plans or construction.
<b>Legal Disclosure:</b>	<i>Disclose in writing whether any applicant, guarantor, or any other person involved with the project is currently engaged in any civil or criminal proceeding or ever filed for bankruptcy. Also, disclose whether any individual involved with the project has ever been charged or convicted of any felony or currently is under indictment:</i>
<b>Board Relationship Disclosure:</b>	<i>Disclose in writing whether the applicant or any guarantor has any previous or ongoing relationship with any Board member or legal counsel of the Board.</i>
<b>Applicant's Certification:</b>	This application is made in order to induce the CCDC to grant financial incentives to the applicant. The applicant hereby represents that all statements contained herein are true and correct. All information materially significant to the CCDC in its consideration of the application is included. The applicant acknowledges that it has reviewed the descriptions of the CCDC financial program for which it is applying and agrees to comply with those policies. The applicant shall also be required to show best faith efforts with regard to the employment of minority and/or women contractors and subcontractors in the project development. The applicant specifically

	<p>agrees to pay all reasonable costs, fees and expenses incurred by the CCDC whether or not the incentive is granted or project completed.</p> <div style="text-align: center;">  </div> <p>_____  Signature: <span style="float: right;">Date:</span></p>
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## Application Attachments

In addition to this completed and signed application, include the following attachments when you submit your grant request:

○ **Required Drawings and Exhibits**

Work with CCDC staff to determine which of the following application materials are necessary for your specific project:

- Architectural drawings, including dimensions and materials listed
- Rendering or sketch of proposed improvements
- Current photo(s) of the subject property
- Color and material samples for paint, awning, signs, etc.
- Sign plans, including dimensions/measurements and materials listed
- Other information and drawings as deemed necessary by staff

○ **Estimated Costs & Bids**

- Complete Sources and Uses Statement (Attachment B)
- If requested by DMC staff, provide copies of vendor bids / estimates

○ **Project Timeline**

List estimated dates to begin and finish construction

○ **References**

List three credit references.

**INDEX**  
**REQUIRED DRAWINGS AND EXHIBITS**

**I. Required Drawings and Exhibits.**

INDEX OF EXHIBITS:

- A) Site Plan
- B) Existing Conditions Photos (link provided with additional photos)
- C) Architectural Drawings
- D) Conceptual Rendering
- E) Completed Sources & Uses Statement
- F) Project Timeline
- G) References

\*all information is pending final design.



**EXHIBIT A**  
**ARCHITECTURAL PLANS & RENDERINGS**

**655 Marshall Ave.**

- 1 655 Marshall Ave.
- 2 Outdoor Patio & Parking
- 3 Edge Motor Museum
- 4 Slim & Husky's Pizza Beeria
- 5 Heartbreak Hotel (under renovation)
- 6 Chef Tam's Underground Kitchen
- 7 The Marshall Mixed-Use
- 8 Legendary Sun Studio
- 9 Future Mixed-Use Project
- 10 Future Commercial Corridor

655 Marshall Avenue is prominently located in the Edge District adjacent to the Edge Motor Museum and Chef Tam's, just 200 ft away from the Legenary Sun Studio where peak pedestrian traffic hits over 800 pedestrians per day\*. The existing site includes a masonry & steel building totalling 4,000 sf with the option for an additional 1,000 sf mezzanine level (as shown in the rendering). Immediately adjacent and to the east is a small triangular lot managed by cnct. development and will be made available for parking and/or patio space.

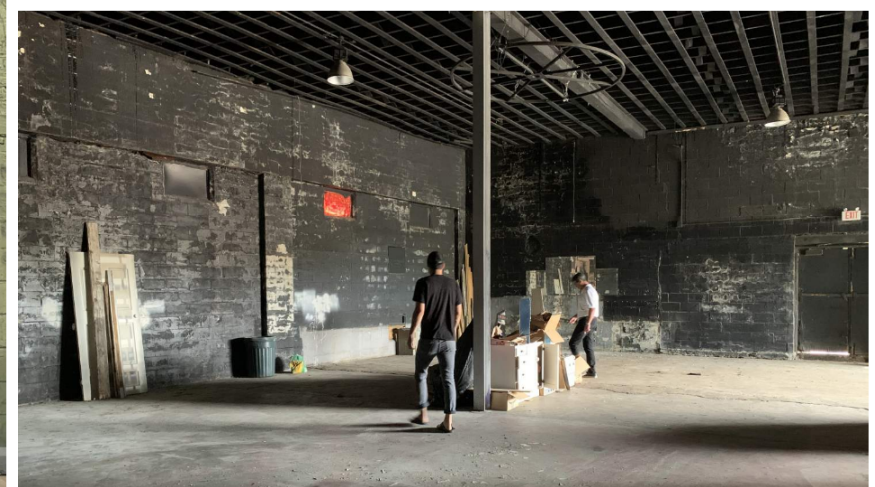
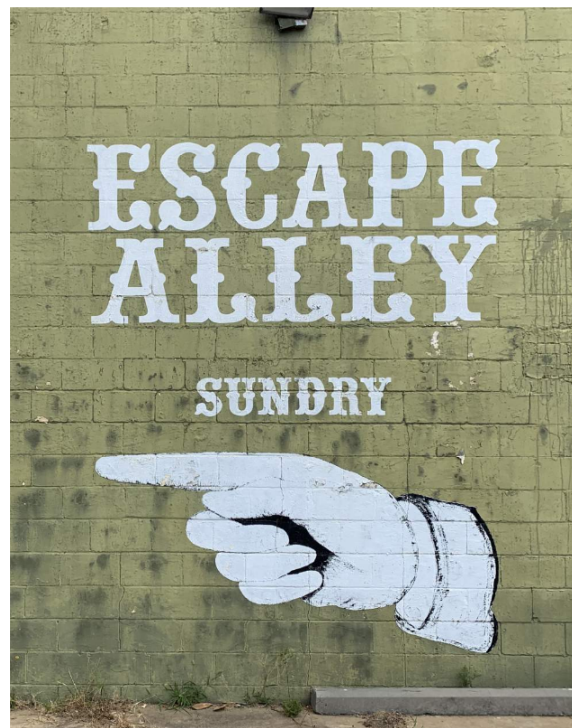
The renovation of 655 Marshall wll include a complete overhaul of the exterior facade, opening the front with storefront glazing and restoration of the plaster coat. The interior will be renovated to take advantage of soft, northern light, high ceilings (16 ft clear) and access to garage doors at the back of the space. New bathrooms, mechanical, and lighting will be provided by cnct. development, LLC to bring the space to a warm, white, box.

\*refer to study by Downtown Memphis Commission



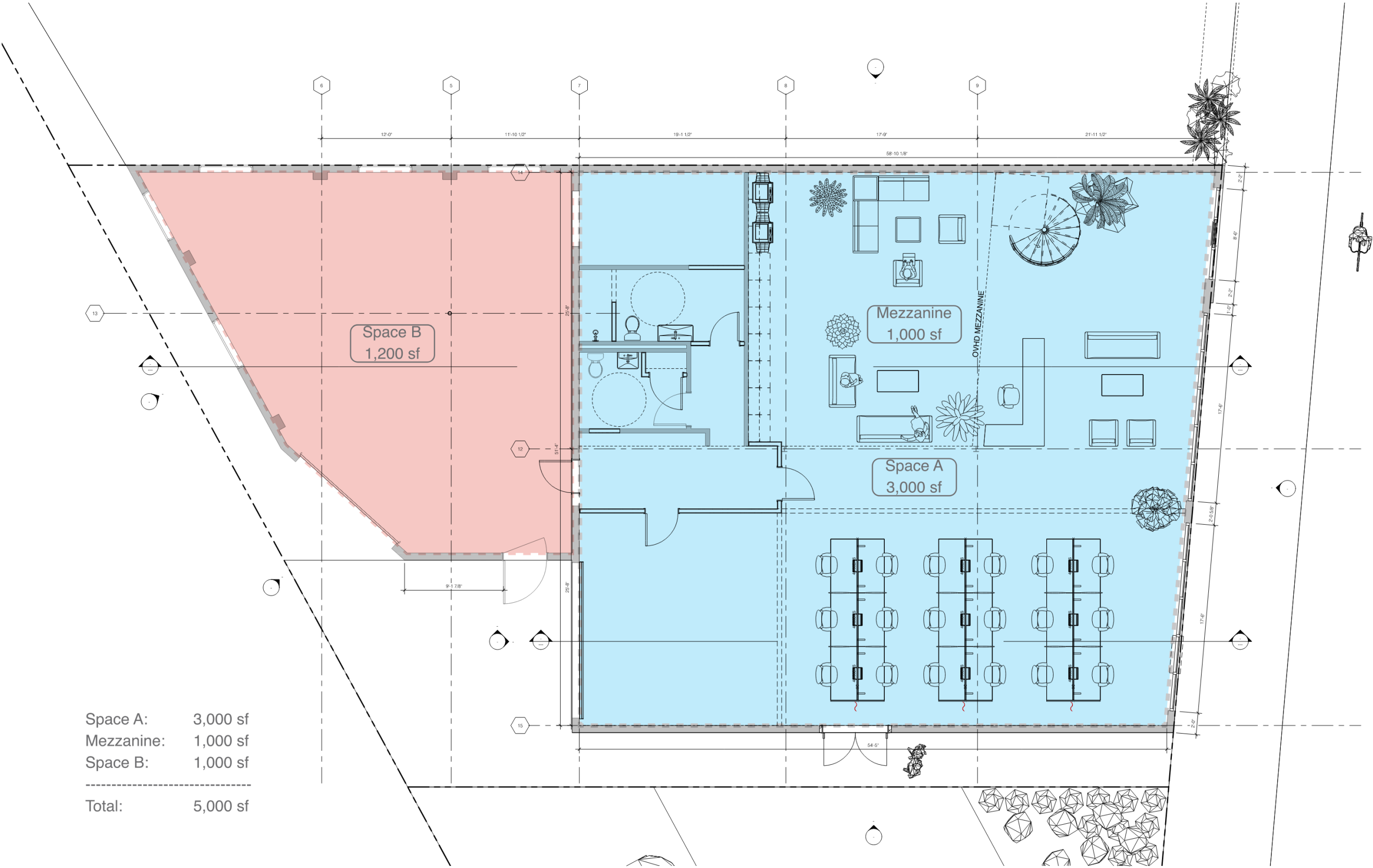


**EXHIBIT B**  
Existing Conditions Photos





**EXHIBIT D**  
**Conceptual Renderings**



**EXHIBIT D**  
**Conceptual Renderings**



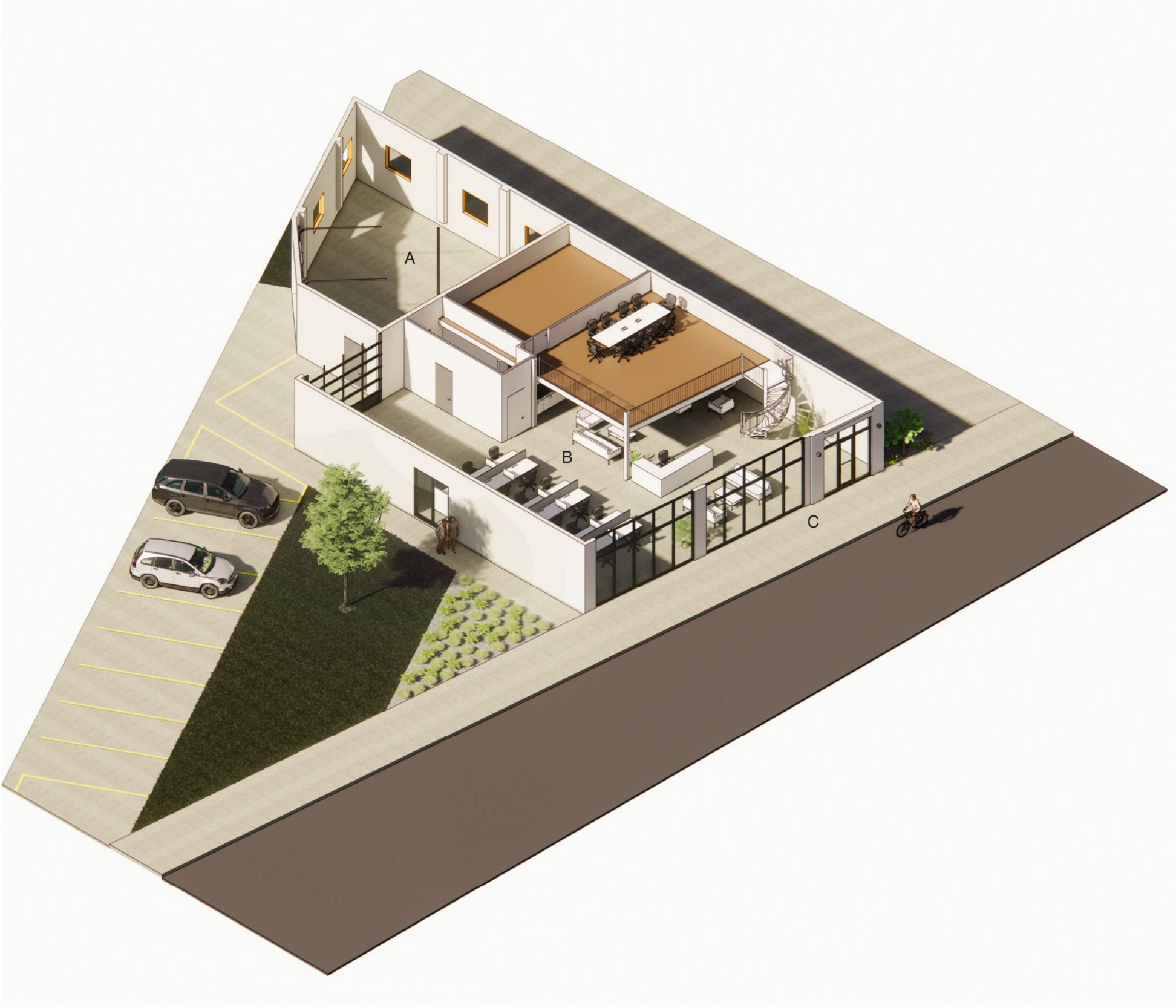
A



B



C





**EXHIBIT D**  
**Conceptual Renderings**





**EXHIBIT E**  
**ESTIMATED COSTS & BIDS**

**ATTACHMENT B**

**Example of Sources and Uses Statement**

<b>Sources:</b>	<b>Amount</b>
<i>List the amount of CCDC grant funding requested</i>	\$80,000
<i>List the source and amount of the matching funds you are providing</i>	\$118,000
Total Sources	\$198,000
<b>Uses:</b>	<b>Cost</b>
exterior facade demolition	\$14,000
site demolition	\$8,000
exterior structural repair	\$9,000
misc metals and framing	\$8,000
glass and glazing	\$65,000
exterior doors & hardware	\$16,000
exterior painting	\$10,000
electrical & lighting	\$12,000
parking lot improvements	\$30,000
misc repairs	\$10,000
landscaping	\$8,000
signage	\$8,000
Total Uses:	\$198,000

**EXHIBIT C**  
**TIMELINE**

**II. Project Timeline**

Notice to Proceed	03/20/2021
Substantial Completion	06/20/2021

**EXHIBIT D**  
**REFERENCES**

- a) Ben Schulman  
Director of Real Estate  
Memphis Medical District Collaborative  
(901) 552-4781
- b) Todd Richardson  
Crosstown Concourse  
todd@crosstownconcourse.com
- c) Dave Curran Jr., SIOR, CCIM  
Senior Vice President  
Commercial Advisors  
(901)289-7116
- d) Russell Ingram  
Chief Operating Officer  
Epicenter Memphis  
(901)289-9551
- e) Jose Velazquez  
Managing Partner  
James Lee House  
jvelazquez761@gmail.com