



## **HOOD RIVER COUNTY COMMERCIAL PROPERTY ASSESSED CLEAN ENERGY (CPACE) PROJECT APPLICATION**

Mid-Columbia Economic Development District (MCEDD) administers Hood River County's Commercial Property Assessed Clean Energy (CPACE) program. The CPACE Program allows owners of eligible commercial property to obtain long-term financing from private capital providers for certain qualified improvements. While the financing is repaid to the Capital Provider, the CPACE Act directs the County to impose a voluntary benefit assessment and record a lien (the "CPACE Lien") on the property.

The Hood River County CPACE program was established March 20, 2023 by Ordinance 378, and Resolution 2525.

The following highlights the steps of the CPACE application process:

1. Property owner develops an energy efficiency, renewable energy, water conservation, and/or seismic rehabilitation project idea.
2. Property owner identifies a capital provider for their project.
3. Property owner and capital provider coordinate to complete application materials and submit to MCEDD - email to [Lindsay@mcedd.org](mailto:Lindsay@mcedd.org).
4. MCEDD staff reviews application and issues letter of approval, conditional approval or denial within 10 business days.
5. Upon approval property owner pays processing and documenting fee to MCEDD.
6. County Administration or designee (MCEDD), releases the agreements to the property owner for recording.
7. Property owner provides recording number to County Administration, or designee (MCEDD).
8. Capital provider funds the project.
9. After project completion, applicant provides a signed certification form to the capital provider and MCEDD.

# CPACE Project Application

## Property Owner Information

Legal Name (s): \_\_\_\_\_

\_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

## Property Information

Property Address: \_\_\_\_\_

Parcel Numbers: \_\_\_\_\_

Property Description: \_\_\_\_\_

Property Type:  Commercial  Industrial  Agricultural

Multi-family (with five or more dwelling units)  Other \_\_\_\_\_

Building uses: \_\_\_\_\_

Qualifying owner:  Limited Liability Company  Corporation  Trust

General or limited partnership  Individual/Sole proprietorship

## Proposed Qualified Improvements – Qualifying Improvement Certification

The improvements sought are (check all that applies):

Energy Efficiency  Renewable Energy  Water Conservation

Seismic Rehabilitation

i. If Energy Efficiency, improvement is:

HVAC System  Windows & Doors  Temperature Control System  Lighting

Siding/Insulation/Roofing  Appliances  Other \_\_\_\_\_

ii. If Renewable Energy, improvement is:

Solar Panels    Thermal    Other \_\_\_\_\_

And if Renewable Energy, improvement is (check one):

Direct Purchase

Power Purchase Agreement

iii. If Water Conservation, improvement is:

Lead Reduction    Low-flow fixtures    Irrigation System    Control System

Water Collection & Reuse    Other \_\_\_\_\_

iv. If Seismic Rehabilitation, improvement is:

Seismic Retrofit    Other \_\_\_\_\_

## Capital Provider Information

Legal Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Must answer 'Yes' to at least one of the following and provide required documentation per Program Application Checklist:

Federal or state-chartered bank or credit union:       Yes       No

Registered capital provider in more than two states:       Yes       No

Qualified to do business in Oregon:       Yes       No

Lienholder Consent Form (signed and notarized)

Attached

Delivered at closing

If consent form will be executed at closing, conditional approval is given. If consent is delivered at closing, applicant must hold county-executed closing documents in escrow until consent is obtained. At discretion of this office, this application may be amended and returned with copy of consent attached.

**Application Signatures**

By signature below, the applicants (Property Owner and Capital Provider) affirm that the information and documentation are true and correct to the best of their ability and that the applicants understand the risks of participating in the CPACE program. Further, the applicants affirm that neither the county, its governing body, executives, nor employees are personally liable as a result of exercising any rights or responsibilities granted under this program.

Application signed and dated on: \_\_\_\_\_  
On behalf of property owner: \_\_\_\_\_  
Name and title: \_\_\_\_\_  
On behalf of capital provider: \_\_\_\_\_  
Name and title: \_\_\_\_\_

**TO BE COMPLETED BY AUTHORIZED COUNTY OFFICIAL**

Application:  Approved  Conditionally Approved  Denied  
On behalf of Hood River County: \_\_\_\_\_  
Name and title: \_\_\_\_\_  
\_\_\_\_\_

Conditions of approval, if applicable: \_\_\_\_\_  
\_\_\_\_\_