

TOWN OF GRANITE FALL'S DOWNTOWN FAÇADE IMPROVEMENT PROGRAM

TEN STEPS OF APPLICATION PROCESS

- 1) Property owner/tenant considers Façade Improvement Grant, reviews brochure for basic information and contacts town and Small Town Main Street Design Sub-Committee for further information.
- 2) Property owner/tenant meets with Design Sub-Committee and Small Town Main Street Designer to prepare and discuss a work description and graphic representation of project.
- 3) Property owner/tenant contacts contractors.
- 4) Contractors complete estimates of cost and completion time.
- 5) Property owner submits Façade Grant Application to the Small Town Main Street Design Sub-Committee for review.
- 6) Application approval or denial by Small Town Main Street Design Sub-Committee.
- 7) Project begins with approval of grant application.
- 8) Project completed.
- 9) Paid invoices and cancelled checks submitted to Town of Granite Falls.
- 10) Grant payment from the Town Of Granite Falls.

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APPLICATION FORM

All work **MUST** comply with the appropriate Grant Guidelines.

(Please Print Clearly in Blue or Black Ink)

Applicant Name _____
(Last) (First) (MI)

Property Physical Address _____, Granite Falls, NC 28630

Business Name _____

Mailing Address _____

Date: (mm/dd/year) _____ Phone _____

E-Mail _____ Fax _____

I am the (check all that apply): Property Owner and/or the Business Owner

Property Owner _____; _____

Property Owner Signature

Improvement Information: On attached sheet(s) describe your proposed improvement project: provide samples, "before" photographs, pictures, or a sketch; show size; proposed color(s); method of cleaning brick storefronts; materials; location on property/building; and, manner of installation, etc..

Estimated Date of Completion of Work: _____

Approved as Submitted Approved with Modifications or Conditions
(Modifications/Conditions stated on reverse)

Rejected (Reasons for rejection stated on reverse or see attached)

_____ Date _____

Design Subcommittee Representative

Payment Info: Approved for Reimbursement Rejected for Reimbursement (see reverse)

_____ Date _____

Design Subcommittee Representative

Documented Cost of Facade Improvement \$ _____.

(All documentation must be attached for reimbursement. No Reimbursement can be given without documentation)

Town of Granite Falls Reimbursement \$ _____ (\$1,000 maximum).

_____ Date _____

Town of Granite Falls, Town Manager

GRANITE FALLS SMALL TOWN MAIN STREET ◆ FAÇADE IMPROVEMENT PROGRAM ◆

GRANT GUIDELINES

■ WHAT IS A FAÇADE?

A facade is defined as one side of a building regardless of the number of stories. Each storefront of a building can be considered a façade. The rear of a building may also be considered for a façade grant, with priority given to the front of a building.

■ WHO IS ELIGIBLE?

The Small Town Study Area's primary boundary is Main St., which contains the district to the southwest. A map of the study area is included at the end of this document and should be referenced to determine if the applicant is eligible for the Façade Grant Program.

- ❖ Any property owner or business tenant in the Main Street Study Area is eligible.
- ❖ Only buildings whose current or historic use is commercial are eligible for the Façade Grant program.
- ❖ Only one application may be submitted for each façade. Either the property owner or the business tenant of a building may submit an application, or an owner and tenant may apply jointly.
- ❖ If a building has multiple units, each tenant with a separate entrance may apply. Where a single tenant occupies multiple units the tenant is eligible for one application per façade.
- ❖ A business tenant applicant must obtain the property owner's written consent for façade renovation, and must submit that permission with the application.

■ PURPOSE OF FAÇADE IMPROVEMENT PROGRAM

Granite Falls's Façade Improvement Program is an incentive-based measure intended to encourage and provide economic inducement for the:

- ❖ Renovation of commercial building facades in the Main Street Study Area;
- ❖ Implementation of appropriate design standards for the rehabilitation of historic properties (see the Secretary of the Interior's Standards for Rehabilitation (36 CFR Part 67) at: <http://www.nps.gov/history/hps/tps/tax/rehabstandards.htm>); and
- ❖ Preservation of the unique architectural and commercial character of downtown Granite Falls.

■ CRITERIA:

- ❖ All façade design proposals must:
 - meet the applicable zoning and code requirements of Granite Falls,
 - must comply with these Façade Improvement Program grant guidelines,
 - must receive Main Street Façade Improvement Program Application approval from the Design Subcommittee prior to beginning work;
 - and must adhere to the US Secretary of the Interior's Standards for Rehabilitation (at: <http://www.nps.gov/history/hps/tps/tax/rehabstandards.htm>).
- ❖ Only exterior façade renovations are eligible.
- ❖ A property does not have to be occupied at the time a Façade Improvement Program application is submitted.
- ❖ Priority consideration will be given to proposals that make highly visible and significant design contributions, and which contribute to the program goal of preserving the architectural, historic, and commercial character of downtown Granite Falls.
- ❖ A building or rental unit may receive more than one grant award for the same façade. However no more than one grant award will be given to the same building or rental unit within one year.

■ EXAMPLES OF IMPROVEMENTS:

Improvements may include, but are not limited to the following:

- ❖ Removal of false fronts, metal canopies, and additions that detract from a building's historical and architectural character;
- ❖ Safe cleaning of brick storefronts – chemical stripping, scraping, and water wash. Power washing is not recommended. Sand blasting is prohibited.
- ❖ Exterior painting/repainting. Initial painting of unpainted masonry may be covered on a project specific basis and must be approved by the STMS Design Sub-Committee.
- ❖ Historic reconstruction – storefront, door, or window repair or replacement, masonry re-pointing, etc.
- ❖ Approved awning installation
- ❖ Structural repairs – except roof
- ❖ Approved sign and/or exterior lighting installation. Simple sign changes are eligible but by themselves will be given low priority.
- ❖ Address information – numerals, building name
- ❖ Landscaping installation and maintenance

■ **FUNDING:**

- ❖ Façade Grants will be given on the basis of \$1 maximum reimbursement for each \$1 the owner/tenant spends on rehabilitation, up to \$1,000 per façade. A minimum of \$250 must be spent. Each year the Town has limited funds set aside for reimbursements for façade improvements, consult with the Design subcommittee and town manager to determine availability.
- ❖ The final award amount is based on documentation of actual costs.
- ❖ Façade Grants are paid only when the approved project is completed in accordance with the approved plans and specifications submitted with the application. The Design Subcommittee Co-Chairs will inspect and sign-off on completed work prior to issuance of grant award.
- ❖ Completed work that differs from the approved application will be disqualified for reimbursement.
- ❖ Reimbursement checks will be made by the Town within two weeks of sign-off of completed work and documentation of payment of said work.

■ **APPROVAL:**

- ❖ Applications, with accompanying “before” photographs/proposed plans/sketches/specifications/color choices/property owner approval signature and copies of two cost estimates covering labor and material, must be submitted to Town Hall.
- ❖ The Design Sub-Committee will review Main Street Applications for final approval for properties within the Main Street Target Area.
- ❖ It is recommended that the applicant seek the assistance of the Small Town Main Street Staff to supplement and assist with the Design Sub-Committee review process.
- ❖ Each applicant will receive a letter notifying him/her of approval (or denial) of application, and notifying of any permit requirements. Applicants have 90 days to then apply for required permit(s), if applicable, or begin work.

■ **POST-APPROVAL:**

- ❖ All approved work must be completed within six (6) months of application approval.
- ❖ If more time is needed the applicant must provide written statement requesting extension for review and approval.
- ❖ Upon completion and sign-off of work, copies of the approved application along with documentation of paid statement, canceled checks, receipts, etc, must be submitted to Town Hall in order to claim grant payment.

Town of Granite Falls

Downtown Facade Grant District

