



2007-2008 Façade Grant Application

Date of Application: _____

Information

Property Owner Name _____

Business Owner Name (if different) _____

Business Name _____

Phone Number: _____

Business Address: _____

Tax Parcel ID#: _____

Use of Building: _____

Description of Proposed Renovation (Attach drawing, sketch, or photo of proposed renovations, specifically identifying changes and paint color for each detail of the building, along with an existing photo of the building. 10 copies of all supporting documents must be provided.):

Total Estimated Cost of Façade Renovation (lowest bid quote, attach at least two estimates for proposed work):

Checklist for Complete Application

- 1) I have read the City of Graham Façade Grant Program Outline and fully understand the agreement.
- 2) I have met with the City Building Inspector. My project does does not require a building permit
- 3) I have complied with the Secretary of Interior's Standards for rehabilitation. (if building is over 30 years old)
- 4) The owner's written permission is attached, if applicable.
- 5) Drawings, sketches, and/or pictures, including color scheme and sign design for project are attached.
- 6) At least two itemized project estimates are attached.

I understand the City of Graham Façade Grant Program must be used in the manner described in this application, and the application must be reviewed and approved by the Graham Historic District Committee prior to commencement of any project. I understand that failure to comply with the approved application may result in a forfeiture of all grant funds.

Applicant Signature: _____

Date: _____

City Building Inspector Signature: _____

Date: _____

City Planner Signature: _____

Date: _____

2007-2008 FAÇADE GRANT PROGRAM OUTLINE

Purpose

The façade grant program provides matching funds for exterior improvements to historic non-residential structures. It is designed to provide incentive funds to property owners in the Historic District to increase rehabilitation activity. It promotes the beautification of the Historic District and its importance to the history of Graham and its residents. The façade grant program encourages investment in the Historic District, and the funding would only apply to improvements that were consistent with the historic district and must be approved by the Commission. Examples of improvements include:

- Removing of false fronts and metal canopies
- Safe cleaning of brick and stone fronts
- Sign replacements
- Canvas awning installation
- Window and door repairs or replacements
- Repainting
- Structural repair to exterior
- Historic reconstructions
- Store front reconstruction
- Tuck point mortar joints
- Stain brick to match existing
- Roof vents on store face
- Exterior lighting
- Relocate electrical wiring

What is a Façade?

A façade is defined as one side of a building regardless of the number of stories. Each store front 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 the building.

Deadline

The deadline date to submit the façade grant application to the Planning Department is **October 25th, 2007**.

Who is Eligible?

Façade grant funding would initially apply to only non-residential properties in the Downtown Historic District. If you are unsure of the boundaries of this area, visit the City of Graham Downtown Historic District website to find out if your property is eligible:

<http://www.cityofgraham.com/HistoricDistrict/DowntownHistoricDistrict.htm>

Guidelines

- Operates on a cost reimbursement basis
- Projects funded on a 50-50 matching basis
- Applies solely to exterior improvements
- Only one grant per year can be awarded to a property
- The Historic District Commission and City Planner will administer the grant application program

Funding

The City of Graham contributions are grants that are not required to be paid back. Projects are funded on a 50-50 matching basis with a maximum City participation of \$5,000. The property owner's match could include funding or loans from other sources. If there are multiple applications, the Historic District Commission will allocate the façade grant funding appropriately.

Approval

- Applications must be submitted and approved by the Graham Historic District Commission before any building improvements can be made.
- All rehabilitations on historic buildings over 30 years old must follow the Secretary of the Interior's standards for rehabilitation of commercial buildings. Copies of these standards are available at the Planning and Inspections Department.
- All applicants' design proposals must follow the building code requirements for the City of Graham.
- All applicants must obtain at least two cost estimates of labor and materials and provide copies of each estimate attached to the application.

Post-Approval

- Property owners, after approval, have up to five months to complete their projects.
- If a property owner needs more time to complete their project, he or she must provide a written statement with a reasonable explanation for an extension to the City Planner.
- Property owners will receive reimbursements once the projects are completed and approved by the City's Chief Building Inspector and Planner, and paid receipts are provided to the City Planner.

2006-2007 Façade Grant Recipients

- Doby & Hanford Attorneys at Law, 32 S.W. Court Square, installed new windows and front door, cleaned brick and stone on façade, cleaned sidewalk, and repaired cracked mortar joints in bricks.
 - \$1,222.50 allocated.
- Mike Holt Sr., 128 E. Elm Street., placed new 15-inch sign letters on front of building. Letters are white in color reading "Mike Holt Allstate".
 - \$284.00 was allocated.
- Beneficial Bookkeeping, 121 W. Harden Street. Added two forest green canvas awnings to front and side doors.
 - \$368.00 was allocated.