CITY OF *LAURINBURG*

◈ FAÇADE GRANT PROGRAM – GENERAL GUIDELINES ◈

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.

PURPOSE OF FAÇADE GRANT PROGRAM.

The Laurinburg Façade Improvement Program is an incentive-based measure. It is intended to encourage and provide an economic incentive for the:

- Renovation of building facades in the Laurinburg downtown revitalization area;
- Implementation of appropriate design standards for the rehabilitation of potentially historic buildings; and
- Preservation of the unique architectural and commercial character of Laurinburg.

EXAMPLES OF IMPROVEMENTS INCLUDE:

- Removing of awnings, false fronts and metal canopies
- Safe cleaning of brick and stone fronts
- Sign replacements
- Canvas awning installation
- Window, door and roof repairs
- Repainting
- Structural repair
- Historic reconstructions
- Landscaping including sidewalks and plantings
- Replacing or adding address information to a structure

WHO IS ELIGIBLE?

- Any property owner or business tenant in a commercial building in the project area is eligible to apply. Government facilities and private dwellings are excluded from consideration.
- Either the property owner or the business tenant of a building may submit an application. Property owners and business tenants may also apply jointly. In any case, only one application may be submitted for each façade.
- A business tenant applicant must obtain the property owner's written consent for a façade renovation and submit it with the application. A property owner should attach any provisions for renovation undertaken while a property is occupied.
- All property taxes must be current and free of liens.

CRITERIA:

- All façade design proposals must meet applicable zoning and code requirements of the City of Laurinburg and comply with the Façade Improvement Program guidelines.
- Only exterior façade renovations are eligible for consideration under the Façade Improvement Program. The costs of limited interior alterations such as display window changes may be included only if they are a necessary part of the façade design.
- Renovation proposals of limited scope and cost are eligible subject to meeting guideline requirements.
- 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 Laurinburg.
- A property does not have to be occupied at the time a façade grant application is submitted.
- Sign alterations by themselves are not eligible for a Façade Improvement Grant. Sign costs may be included in a proposal.

FUNDING:

- Facade Improvement Grants are provided to assist building owners in enhancing and improving the presentation of their properties. To stimulate and support downtown development, the program provides owners with the following grant funding opportunities:

  - **$0 - $5,000** - City will contribute **50%** of the total project cost.
  - **$5,001 - $12,499.99** - City will contribute **55%** of the total project cost.
  - **$12,500 - $20,000** - City will contribute **60%** of the total project cost.
  - **Max City Contribution is $12,000** regardless of the total cost of the project.

- Façade grants **are paid only when the approved project is completed in accordance with the plans and specifications submitted with the proposal**. A preliminary dollar amount of the grant is determined at the time of application.
- The final award amount is based on documentation of actual costs.
- A project that **alters submitted plans without prior approval will be disqualified** for **payment**. Designs not completed as submitted will also be disqualified.

APPROVAL:

- Where appropriate, the project must follow the "**Secretary of the Interior's Standards for Rehabilitation**" of commercial buildings (see attached).
- All applicants' design proposals must meet the building code requirements for the City of Laurinburg.
- All applicants must obtain at least two cost estimates of labor and materials and provide copies of each invoice attached to the application.
- Applications should be returned to Susan Coble at City of Laurinburg, Post Office Box 249, Laurinburg, NC 28353 or emailed to scoble@laurinburg.org and lmccoy@laurinburg.org. The Main Street Design Committee will review applications and make the final decision concerning grant awards.

POST-APPROVAL:

- Property owners, after approval, the expected project completion date with the current incentives applied will be handled on a case by case basis.
- Property owners **will receive reimbursements once the projects are completed** and approved by the building inspector, if applicable.

❑ THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION:

Initially developed by the Secretary of the Interior to determine the appropriateness of proposed project work on registered properties within the Historic Preservation Fund grant-in-aid program, the **Standards for Rehabilitation** have been widely used over the years--particularly to determine if rehabilitation qualifies as a Certified Rehabilitation for Federal tax purposes. In addition, the Standards have guided Federal agencies in carrying out their historic preservation responsibilities for properties in Federal ownership or control; and State and local officials in reviewing both Federal and nonfederal rehabilitation proposals. They have also been adopted by historic district and planning commissions across the country.

The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

For more information on the Secretary of the Interior's Standards for Rehabilitation, check-out: http://www.nps.gov/history/hps/tps/tax/rehabstandards.htm.

FAÇADE GRANT APPLICATION

Date of Application: _____
Date of Completion: _____

Information

Property Owner Name _____

Business Owner Name (if different) _____

Business Name _____

Phone # _____

Street Address _____

Business Mailing Address _____

_____

Use of Building

Current use of building: _____

Proposed 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.): _____

_____

_____

_____

Total Estimated Cost of Façade Renovation (lowest bid quote, attach additional quotes and invoices):

_____

Checklist for Complete Application

1) I have read the City of Laurinburg Façade Grant documentation and fully understand the agreement. ☐
2) The owner's written permission is attached, if applicable. ☐
3) Drawings, sketches, and/or pictures, including color scheme and sign design for project are attached ☐
4) At least two itemized project estimates are attached. ☐

I understand the City of Laurinburg Façade Improvement Grant Program must be used in the manner described in this application, and the application must be reviewed and approved by the Laurinburg City Council 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: _____