



Facade Grant Program General Guidelines Effective August 2022

WHAT IS A FACADE?

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

PURPOSE OF FACADE GRANT PROGRAM:

The Roseboro Facade 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 Roseboro Town Limits;
- Implementation of appropriate design standards for the rehabilitation of potentially historic buildings; and
- Preservation of the unique architectural and commercial character of Roseboro.

EXAMPLES OF IMPROVEMENTS INCLUDE:

- Removal of false fronts and metal canopies
- Safe cleaning of brick and stone fronts
- Installation of appropriate signage
- Metal or canvas awning installation
- Window and door repairs
- Repainting
- Structural repair
- Historic renovations
- Landscaping including sidewalks and plantings
- Replacing or adding address information to a structure
- Paving

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 facade.
- A business tenant applicant must obtain the property owner's written consent for a facade renovation and submit it with the application. A property owner should attach any provisions for renovation undertaken while a property is occupied.

CRITERIA:

All facade design proposals must meet applicable zoning and code requirements of the Town of Roseboro and comply with the Facade Improvement Program guidelines. They must also comply with the North Carolina Rehabilitation Code. Only exterior facade renovations are eligible for consideration under the Facade 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 facade 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 Roseboro.

FUNDING:

Façade Improvement Grants will provide 50% reimbursement for the first \$6000 spent on an approved project. The maximum amount reimbursed on any approved project will be \$3000. Facade 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. The town budgets \$6,000 for façade grants, enough for at least two grants per year. Façade grants will only be granted on the same parcel every three years.

APPROVAL:

Applications must be submitted to the Town Hall. The Facade Committee will initially review applications and make recommendations to the Town Board of Commissioners for approval. The Town Board of Commissioners will make the final decision concerning grant awards. Applications will be considered on an as received basis. All applicants' design proposals must meet the building code requirements for the Town of Roseboro and the North Carolina rehabilitation Code. All applicants must obtain at least two cost estimates of labor and materials and provide copies of each cost estimate to the application. The use of local contractors or suppliers is encouraged.

COST APPROVAL:

Property owners, after approval, have up to six months to start their projects. If a property owner needs more time to start their project, he or she must provide a written statement with a reasonable explanation for an extension. The commitment of grant money for a proposed project expires twelve months from approval date as noted on the application. Property owners will receive reimbursements once the projects are completed and approved by the designated persons, if applicable.

TOWN OF ROSEBORO FACADE GRANT APPLICATION

Date of Application _____ Applicant Name _____

Property Owner Name _____

Business Owner Name (if different) _____

Business Name _____

Business Phone _____ Applicant Phone _____

Business Street Address _____

Business Mailing Address _____

Use of Building

Present 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 Facade Renovation (lowest bid quote, attach additional quotes and invoices):

Checklist for Complete Application

1. I have read the Town of Roseboro Facade Grant Program Outline 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 cost estimates are attached.

*I understand the Town of Roseboro Facade Improvement Grant Program must be used in the manner described in this application, and the application must be reviewed and approved by the Roseboro Town Board of Commissioners **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. The incentive grant check shall be awarded only after the work has been completed and a final inspection has been made by the Town Clerk and Mayor to determine that the work has been satisfactorily and entirely completed according to approved plans and specifications. Proof of costs and payment, in the form of paid invoices, will be required.*

Revision approved: 8/9/22

Applicant Signature: _____ Date: _____

Approved by the Façade Committee:

_____ Date: _____

_____ Date: _____

_____ Date: _____

Approved by the Town Board: _____ Date: _____

Work Completed and inspected (Names and dates):

_____ Date: _____

_____ Date: _____

Grant check awarded: _____ Date: _____