



## Downtown Boone Development Association Facade Improvement Grant Program



### Purpose

The Downtown Boone Development Association (DBDA) understands that the downtown's aesthetics greatly depend on the condition of its buildings, shaping the public's perception of the area. To enhance downtown Boone's appearance, the DBDA initiated the Downtown Boone Façade Improvement Grant Program (FIG). The program's aim is to enhance building façades within the downtown Boone Municipal Service District (MSD) significantly, leading to a visible enhancement in the overall look of downtown Boone. For purposes of the FIG program, a façade is defined as an individual storefront or side of a building that faces a public street or alleyway or which is otherwise visible to the general public and affects the overall appearance of downtown Boone.

The primary objectives of the Façade Improvement Grant (FIG) Program are to offer economic incentives for the following purposes:

- Encouraging storefront renovations in the downtown region
- Preserving the unique charm of downtown structures
- Promoting aesthetic harmony in enhancing non-historic buildings
- Advocating for the use of high-quality materials in the renovation, restoration, and preservation of downtown properties
- Elevating the visual appeal for visitors to downtown Boone.

### Eligibility

Every applicant must either own or lease a building within the downtown Boone MSD boundaries. Property owners will be required to sign off on an application submitted by their leaseholder. If a property owner holds a majority interest in multiple downtown Boone buildings, only one property is eligible for a grant per year. Façade grants are exclusively for commercial properties such as retail spaces, public offices, and other businesses accessible to the public. Multi-family residential properties are ineligible, except as part of mixed-use developments with ground-level commercial spaces. Properties that received a façade grant in the past two years are not eligible for the program.

Qualifying Projects may be awarded no more than 50% of the cost of the project with a maximum award of \$7,500.

Applications will be considered when submitted both before construction and up to one-year post-completion.

Priority will be given to applicants who receive free design assistance from the North Carolina Main Street program. For more information on this program, contact the Downtown Development Coordinator for the Town of Boone at 828-268-6283.



## Guidelines

Applicants must adhere to the U.S. Secretary of Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings.

All projects must obtain the required permits and comply with the Town of Boone's Unified Development Ordinance (UDO), including the Downtown Boone Local Historic District Design Standards. If required, a copy of the approved Certificate of Appropriateness must be submitted with the grant application. Please visit <http://www.townofboone.net/pi> or call 828.268.6960 for more information.

Rehabilitation of structures in downtown Boone must respect the architectural integrity of the entire building front and retain those elements that enhance the building.

Priority will be given to projects that visibly improve downtown façades of buildings with inappropriately applied façades that cover windows, architectural features, such as cornices, or façades that are unsightly, out-of-scale, or out of character with the traditional appearance of downtown Boone. Such inappropriate or unsightly facades or façade elements include non-historic wooden awnings, roof shingles, broken windows, and chipping paint.

Other improvements may include, but are not limited to:

- Masonry repair, mortar joint repair, general brick repair
- Brick or wall surface cleaning
- Patching and re-painting of façade walls
- Repair/replacement of windows and/or doors
- Removal of siding and exterior false façade and metal, wood, or deteriorating canopies
- Repair, reconstruction, and/or replacement of original architectural details
- Structural and cornice repair
- Ironwork repair and addition
- Murals
- Installations/replacement/repair of exterior lighting and appropriate signage including structures or frames that contain or hold a sign

## Application Process

1. Applicants should include all information and descriptions of materials sufficient to determine if the proposed scope of work fits with the criteria and purpose of the FIG program. Examples of appropriate materials, such as photos or paint samples may be provided, or a detailed explanation of the proposed scope of work may be submitted.
2. If applicable, a signed disclosure form from the property owner(s) or its authorized representative must be submitted if the applicant is not the owner.
3. The FIG grant award process is based on a first-come, first-serve basis, and applications will be reviewed and decided upon in the order they are received. Applicants will receive a notification approving or denying their grant request within 60 days upon receipt of the downtown coordinator.
4. If the FIG application is approved, the design committee will decide on a monetary award amount to be voted on by the DBDA Board of Directors.
5. If during the façade renovation, the materials or designs are altered to suit unforeseen circumstances the business or property owner will still need to meet the requirements of the Town of Boone UDO, including the Downtown Boone Local Historic District Design Standards.
6. The applicant must submit receipts, invoices, or relevant documentation for the project's expenses sufficient to justify the grant award.
7. The design committee will review the completed work to confirm the work is consistent with the approved application, and if so, the downtown coordinator will submit documentation to the Town of Boone's Finance department to deliver payment to the award recipient.
10. The FIG program is a competitive grant program. Not all applicants who apply will be granted funding. The DBDA board reserves the right to refuse any applications. There are no appeals on final award decisions. An applicant denied a grant may resubmit an application the following year for the same project.
11. There is a limited amount of funding available for each grant cycle that is based on a fiscal year calendar beginning on July 1 and ending on June 30. No more than a matching award of up to \$7,500.00 will be given to any grant award recipient during one fiscal year grant cycle.

# Facade Improvement Grant Application



## Applicant Information

APPLICANT NAME

BUSINESS NAME OR BUILDING NAME

BUSINESS ADDRESS

CITY

STATE

ZIP

EMAIL

PHONE

TYPE OF BUSINESS

DATE BUSINESS OPENED

.....

PROPERTY OWNER

PROPERTY OWNER ADDRESS

CITY

STATE

ZIP

EMAIL

PHONE

PROPERTY OWNER'S SIGNATURE

DATE

PRINTED NAME

TITLE

Proof of property owner's permission for the project is required. The property owner can sign above to indicate their permission OR you may attach written proof of permission from the property owner.

# Facade Improvement Grant Application



## Project Information

PROJECTED COST OF IMPROVEMENTS

OWNERS FUNDING SOURCES

DESCRIPTION OF PROJECT

Use space below. Please attach supplementary information including drawings, colors and material samples.

## Certification and Signature

I, the undersigned, certify that all information presented is truthful and accurate, to the best of my knowledge and belief. I hereby accept and agree to all terms and conditions presented above. I understand that grant funds applied for under this program must be used for the project described above and that funds will be disbursed on a reimbursement basis only, after successful completion and inspection of the project. I further understand that the Downtown Boone Development Association reserves the right to reject any or all grant applications and to waive informalities. I acknowledge that the DBDA is not liable to the applicant, owner or any third party for any obligation or claims of any nature growing out of, arising from, or otherwise related to the project or application undertaken by the applicant and/or owner including liens of any kind. I hereby waive and hold harmless the DBDA, the Town of Boone, their officials, employees, agents and volunteers for any such claim.

APPLICANT SIGNATURE

PRINTED NAME

DATE

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APPLICANT APPROVED FOR \$

☐

APPLICANT DENIED

SIGNATURE OF DBDA REPRESENTATIVE

PRINTED NAME

DATE

Please submit the completed application to:

Downtown Boone Development Association  
567 W. King Street, Boone, NC 28607  
828-268-6283