

Facade Incentive Grant Program

Downtown Development Authority
Sylvester, Georgia

The purpose of the Facade Incentive Grant Program is to provide a tangible, valuable public benefit to the City of Sylvester and its citizens by:

- I. Encouraging and promoting the investment in the improvement and revitalization of the Downtown Development District;
- II. Enhancing, improving, and revitalizing the exterior facades of buildings located in the Downtown Development District;
- III. Preserving the unique character of the downtown's historic buildings;
- IV. Encouraging improvement to facades of historic and non-historic structures;
- V. Encouraging the use of quality materials in the rehabilitation of downtown properties;

Assistance is available for exterior facade improvements to front, side, and rear facades, if such facades face a public street. The proposed improvement project must have a significant positive impact on the downtown streetscape.

Priority may be given to buildings which are historically or architectural significant, or which are visually prominent, or which are blighted and in need of repair.

The funds are provided in the form of a grant made available on a first come first served basis.

The amount of the grant shall not exceed 50% of the actual improvement costs or \$1500.00, whichever amount is less.

Improvements must contribute to the appeal of the downtown area and must preserve the individual character of each building, considering its unique features, historic appearance and significance.

General Guidelines:

- 1) As a business or property owner, you can apply for up to \$1500.00 in matching funds designated to the commercial property per address/business owner's Façade Grant Program **once a year**.
- 2) Once work is complete, all receipts must be presented before any funding will be dispersed. Receipts must be itemized. If you have a receipt from a contractor, the contractor must present itemized receipts. Receipts have to be turned in within a year of the application. If receipts are not turned in within a year, you will have to reapply for the façade grant.
- 3) Grant money will be paid upon completion of the project, once proper documentation is submitted.
- 4) Funding is available only to businesses located in the Downtown Development Authority boundaries, as shown on the downtown Development District, City of Sylvester Map.
- 5) All funding must be used for façade improvements only. This includes improvements which are visible to the eye excluding roof replacements.
- 6) **All funding must be approved prior to beginning any work by the Downtown Development Authority.**
- 7) Planned improvements must preserve the architectural integrity of the building and restore, when possible, the historic appearance of the façade. Principal facades are those elevations that face a public street or right of way.
- 8) Property and business owners will be responsible for contracting for work and obtaining any applicable permits.
- 9) Projects must be completed within 90 days from board approval. The Downtown Development Authority will consider extending the time period in cases of delay due to a holdup with material or other reasonable extenuating circumstances.

Application Guidelines:

- 1) Return application by the 1st Monday of each month to ensure prompt review.
- 2) All improvements must be approved prior to beginning the project.
- 3) Color chips must be submitted with the application for paint or color improvements.
- 4) Historic paint colors should be used to maintain the historical character of the downtown district.
- 5) The historic character of a property will be retained and preserved. The removal of distinct materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
- 6) The following improvements that qualify for the façade grant:
 1. New paint to existing exterior walls
 2. Replacement or additions of awnings to facades
 3. Door and window improvements.
 4. New façade applications to damaged or visually unpleasant exterior walls.
 5. Renovations which compliant the historic characteristic of buildings.
 6. Replacement of or uncovering of architectural features of buildings. Example- the removal of tin to uncover original brick.
- 7) The Downtown Development Authority reserves the right to reject any applications
- 8) If an application is denied approval, the applicant may:
 - A. Reapply using a different concept or proposed modification, as may be suggested by the Design Committee and or the Downtown Development Authority.
 - B. The revised plan must be submitted within 14 days of denial in order to remain in place of the received numbered application process.
 - C. Only one revision will be acceptable. If the application is then denied, the applicant may not apply again until the beginning of the next fiscal year, which begins July of each year.
- 9) Upon approval of a façade grant application, property owner must wait 1 year before applying for another facade grant per address.-

Application:

Date received: _____

Applicant Name: _____

Property Owner Name: _____

If you do not own the property, please attach written authorization from the owner.

Property address: _____

Mailing address: _____

Phone Number: _____

Type of improvement you are planning. Check all that apply to your project:

Paint _____ Awning _____ Window _____
Exterior Wall _____ Door _____ Other (list briefly) _____

Please provide a brief description of work to be done: _____

Date Project is to begin: _____

Date Project is expected to be complete: _____

If paint or color improvements are planned, color chips must be submitted with this application.

Total cost of improvements: \$ _____

Grant funding requested: \$ _____ not to exceed \$1500.00 or 50% of invoice price, whichever is less.

I do hereby swear or affirm that the information provided herein is true, complete and accurate, and I understand that any inaccuracies may be considered just cause for invalidation of the application. I understand that in order for my request for matching funds to be approved, I must agree to work with and follow the recommendations of the Downtown Development Authority Design Committee. I also understand that monies are granted on a reimbursement basis; following completion of work and that improvements/ changes not approved by the Downtown Development Authority Design Committee will not be funded

Signature of Applicant: _____ Date: _____

Signature of Landlord (if applicable): _____ Date: _____

Reviewed By: _____
Design committee

Date: _____

Approved by DDA on: _____

**Affidavit Verifying Status
For City Public Benefit Application**

By executing this affidavit under oath, as an applicant for a(n) Facade Grant [*type of public benefit*], as referenced in O.C.G.A § 50-36-1, from City of Sylvester Georgia [*name of government entity*], the undersigned applicant verifies one of the following with respect to my application for a public benefit:

1. _____ I am a United States citizen

OR

2. _____ I am a legal permanent resident 18 years of age or older or I am an otherwise qualified

alien or non-immigrant under the Federal Immigration and Nationality Act 18 years of age or older and lawfully present in the United States.*

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code Section 16-10-20 of the Official Code of Georgia.

Signature of Applicant:

Date:

SUBSCRIBED AND SWORN

BEFORE ME ON THIS THE

_____ DAY OF _____, 20_____

Printed Name:

Notary Public

My Commission Expires:

*

Alien Registration number for non-citizens

*Note: O.C.G.A § 50-36-1(e)(2) requires that aliens under the Federal Immigration and Nationality Act, Title 8 U.S.C, as amended, provided their alien registration number. Because legal permanent residents are included in the federal definition of “alien”, legal permanent residents must also provide their alien registration number. Qualified aliens that do not have an alien registration number may supply another identification number below.
