

Facade Enhancement Grant Program Application

Property Owner's Name: _____

Tenant's Name & Business: _____

Applicant's Name and Mailing Address: _____

Applicant's Phone #: _____

Project Property Address: _____

Email: _____

Please attach the following with this Application:

1. Color photographs clearly showing the existing condition of the proposed area of improvement.
2. Written specifications outlining the scope of the work.
3. Sketch or scaled drawings showing proposed renovations.
4. Written plans for proposed improvements to the building and proposed timeframe for such work.
5. Samples of all paint colors and awning fabrics to be used if applicable.
6. Proposed budget and licensed contractor's cost estimates. Please provide a copy of his/her North Carolina Contractor's License number.
7. Written permission from the property owner if applicable.
8. Written approval from the Town of Matthews Planning & Development Department that the project meets zoning requirements.

Total cost of improvements: \$ _____

Amount requested: \$ _____

Signature of Applicant: _____

Date of Application: _____

Incomplete Applications will be returned.

Procedure for Receiving Grant

A Façade Grant application should be submitted to the Town of Matthews Planning and Development Office prior to beginning work on a project. However, an application may be submitted at any time prior to project completion. Due to funding cycles, the awarding of grants is based on funding availability, and are awarded quarterly. Grants will be awarded to eligible applicants until all funds are expended.

1. Pre-Application consultation with the Town of Matthews Planning & Development Department is required.
2. The property owner or business owner submits a completed grant application, photographs, and drawings to the Town of Matthews Economic Development Advisory Committee (EDAC). The package must be complete in order to qualify for funding.
3. Following submission the property owner or business owner will have an opportunity to meet with an appointed EDAC member and the Town of Matthews Planning & Development Department to discuss the project and answer questions.
4. The Planning & Development Office will provide a written report on the application to the EDAC and if approved, EDAC will recommend it to the Town Board for final approval then a grant agreement will be executed between Town of Matthews and the applicant.
5. This is a reimbursable grant. Once EDAC receives copies of all paid invoices, copies of checks showing proof of payment, and after the project has been inspected, grant funds will be disbursed.



Matthews Facade Enhancement (MFE) Grant Program

The MFE grant is a community development program established by the Town of Matthews under the authority of NC G.S. 160A-456 for the restoration or preservation of older neighborhoods or properties or the prevention of blight.

For questions or to apply for the Facade Enhancement Grant Program, contact

Town of Matthews Planning and
Development Department

232 Matthews Station Street
Matthews, NC 28105
704-847-4411



The Facade Enhancement Grant

Purpose

The grant program was created to encourage private investment through the renovation of facades in Matthews; to encourage good design that will serve as quality examples; and to preserve the architectural character that is unique to Matthews.

Source of Funding

This program is made possible through an appropriation of the Town of Matthews Economic Development funds.

Eligibility

1. Any property owner or tenant of a building located within the downtown overlay district is eligible to apply. All real property taxes must be paid in full.
2. Owners or tenants may request grant funds separately; however, tenants must submit the owner's written permission with their request.
3. EDAC may deem a property previously receiving a grant eligible if:
 - a. At least 3 years have elapsed since the last grant was awarded and the property is in need of further improvement or
 - b. The existing business/property undergoes significant expansion which requires improvement to the property.

Examples of Eligible Projects:

- Canvas-style awnings
- Paint removal from brick surfaces by chemical and water wash methods only
- Tuck-pointing of brick, masonry repair, and/or cleaning
- Repairing cornices
- Repair/replacement of windows and doors with compatible materials and design
- Removing false facades and other inappropriate additions
- Pedestrian friendly enhancements

Guidelines:

1. All proposals must conform to all applicable zoning and building codes and other regulations.
2. Rehabilitation of a structure in the designated area should be considered a contemporary solution which respects the architectural and historical integrity of the entire building while retaining those elements that enhance the building.
3. Any improvements that have been made through the Facade Enhancement Grant Program may not be removed for a period of five years.
4. To best ensure adherence to Façade Grant guidelines, an application to the Façade Grant program should be submitted prior to the start of work on a project. Applications will also be accepted at any other time prior to project completion.
5. All projects must be completed within 120 days of the date that the grant is awarded. Any extension beyond 120 days must be requested by the owner and approved by EDAC or the funds may be rescinded.
6. Facade grants may only be used to finance exterior improvements.
7. The Facade Enhancement Grant Program is for existing buildings only (at least 20 years old) and is not intended for buildings set to be demolished within five years or less.
8. Upon completion, the project will be inspected by EDAC for determination of compliance with the approved application.
9. The Town may require an architectural review of a proposed project prior to deciding on an application.

Criteria:

Grants are awarded on a 50/50 matching basis as follows:

1. A maximum grant of \$2,500 per facade design. The actual award will be determined by EDAC & the Town.
2. Proposals will be evaluated in terms of compliance with existing ordinances (www.matthewsnc.com/departments/planninganddevelopment.aspx), innovation, context with the surrounding environments, scale, size, horticultural value, technical merit, and any other criteria that relates to the project and the impact on the visual and functional improvement to the district.
3. If a building is sold after the funding has been approved, then the new owner has to accept the terms of the agreement in writing.
4. Approved projects should be completed within 120 days of grant approval or funds may not be guaranteed.



Town of
MatthewsTM
North Carolina