

CITY OF DILLON
FACADE INCENTIVE GRANT PROGRAM

FISCAL YEAR 2017-2018 Guidelines

GENERAL

1. The Facade Incentive Grant Program fiscal year 2017-2018 provides financial assistance for persons making physical improvements to private properties in the Downtown Commercial Historic District.
2. The improvements must be consistent with the Secretary of the Interior's Standards for Rehabilitation of Historic Buildings and the Historic District Overlay Ordinance. Grant may only be used to improve visible exterior (front and side if it is a corner lot) facades to include building exteriors, display windows, paint, shutters, signage, lighting, landscaping, awnings, planters/plants, tables/chairs, sandwich boards, artwork/sculpture, flags, etc
- 3 For purposes of this new grant initiative, the word 'façade' shall mean the front of the structure and the side if it is a corner lot and the sidewalk to the curbing at the street. DOT (Department of Transportation) requires a minimum of 5' (five feet) clearance for pedestrian passageway. Any amenities placed within the five foot walkway will be the liability of the owner. Awnings and signage must meet the permitting heights and widths based on City ordinances.
3. Secretary of the Interior Standards requires that natural materials that have not been painted remain in their natural state, i.e. unpainted bricks and stone may not be painted. If they have been previously painted, they may be painted again.

ELIGIBLE PROPERTIES

1. Properties located within the Historic Commercial District as illustrated on the map included here.
2. The legal owner of the property as listed in the County Property Records must provide permission for the work and must agree to the maintenance of the property regarding the grant-assisted work. Potted plant materials paid for in part by the grant must be maintained.

FUNDING

1. Initial funding will be up to a maximum of \$3,000. total will be awarded with a 50%/\$50% match for the 2017-2018 fiscal year. Example: Project cost - \$6,000., the grant amount would be \$3,000. Lesser amounts may be requested reimbursable at 50%.

2. Depending upon funding availability, grant amounts for approved projects are 50% of the project total with a maximum of \$3,000.
3. Grants are issued on a first-come, first-served basis. There is no carry-over of funding or reimbursable projects from one fiscal year to the next (after June 30 of each year). Only one structure per fiscal year per applicant.
4. *Projects must be completed with invoices, cancelled checks (front and back) and a final inspection submitted within the same fiscal year of approval date in order to receive reimbursement, no later than June 15, 2018.*

APPLICATION AND APPROVAL PROCESS

1. The applicant submits a COA, signed by the Applicant and the Property Owner, with a photograph of the property, and pictures of materials/items to be used, contractor information and contractor's estimate.
2. Upon approval of the COA, before beginning project work, the applicant must submit a completed and signed Façade Grant Agreement with a copy of the approved COA

FAÇADE PROJECT

1. *Projects must be completed within the fiscal year they are started.*
2. Construction projects require a building permit. Contact the Code Enforcement Department at 843 774-0040 Ext 1012. for permitting.
3. Contractors must have a professional trade license and a city business license.
4. Any changes to the design after initial approval must be resubmitted to BAR for approval.
5. Any project not completed to the standards of the COA will not be reimbursed.

REIMBURSEMENT PROCESS

Reimbursement will occur only after:

1. Project completion and final inspection with approval by Code Enforcement and BAR Chairman
2. Submission of invoices and two-sided cancelled check copies

Send all materials to:

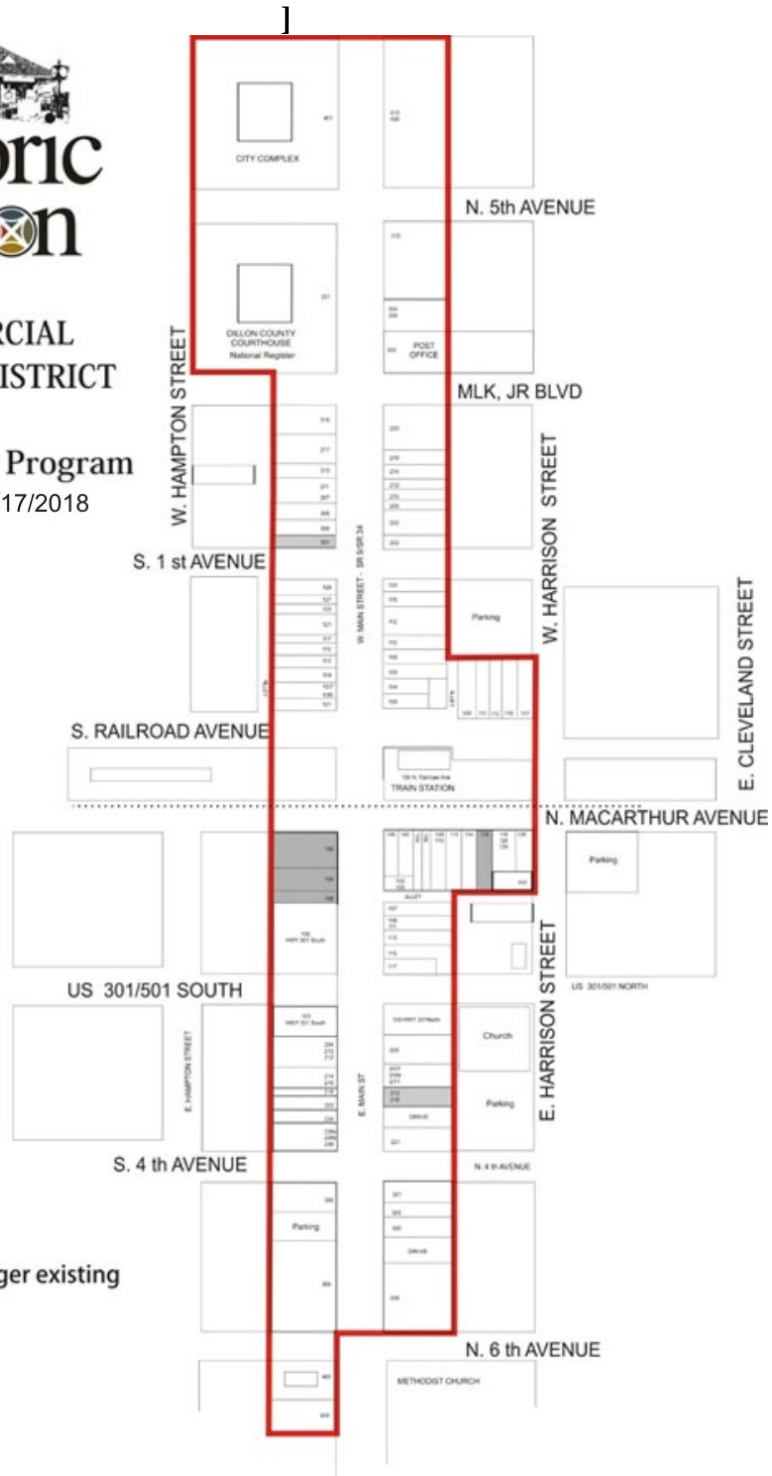
Maggie Riales
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Dillon, SC 29536
843 774-5167
mardillon@bellsouth.net

DILLON DOWNTOWN HISTORIC DISTRICT
FISCAL YEAR 2017-2018 FACADE GRANT PROGRAM



COMMERCIAL
HISTORIC DISTRICT

Facade Grant Program
Fiscal Year 2017/2018



AGREEMENT

Name of Applicant: _____

Name of Business
& Property Address: _____

Phone Number: _____ E-mail _____

Time line: Start Date _____ Completion Date _____

Detailed Itemized Budget: _____

Total Cost of Improvements \$ _____

Amount Requested (Maximum of \$3,000. or 50% of Total Cost) \$ _____

I (we) understand that in order for my request for funds to be approved, I must agree to follow the approved COA plans submitted as part of this agreement. I also understand that monies are granted on a reimbursement basis, following completion of the work. Design changes not approved by the BAR will not be funded and could result in loss of the grant. I am aware that in order to be reimbursed I must submit cancelled checks (front and back), paid invoices and properly completed forms. I further am aware that:

1. ***The project must be physically started within 30 days of the start date above. If the project has not been started by that time, this agreement is void. Applicant may reapply if there are funds available.***
2. ***The project must be completed in the fiscal year it is started.***
3. ***All receipts and documentation must be turned in within one week of completion And no later than June 16th, 2018.***

Lastly, I understand that any work completed prior to the date of grant approval is not eligible for funding.

Signed _____ Date _____
Property Owner(s)

Signed _____ Date _____
Tenant(s)

To be completed by the City of Dillon:

BAR Chairman _____ Date Received _____

Code Enforcement _____

