

## ***Wake Forest Downtown Revitalization Corporation Façade Improvement Grant Program***

### **Eligibility Outline and Agreement**

The Façade Improvement Grant Program is available to existing business and/or building owners that are located in the Renaissance Area - Historic Core zoning district as designated by the town."

*A total of \$2500 is available for façade improvements. Maximum grants will be a 50% match up to \$1,000, pending funding.*

This is a reimbursement program and requires that the property and/or business owner contribute a minimum of 50% of the total cost of the renovation. Grants will be paid upon successful completion of the project. Façade Improvement Grant funds may not be used for projects begun prior to approval by the grant review committee.

Grants are made possible through the Wake Forest Downtown Revitalization Corporation (DRC).

Grant applications shall be reviewed by a committee made up of the members of the Wake Forest DRC design and appearance committee and representatives from the Town of Wake Forest Planning Department. Applications should include a list of all funding sources for the proposed project.

Façade improvement grant monies must be used on exterior elevations of the building that are visible to the public. Façade grant money may not be used for interior renovations, new construction, additions or any other activity other than façade improvement.

Renovations may include painting (excluding previously unpainted masonry), awnings, lighting, masonry repointing, metal and wood repairs, storefront and window repairs and other external improvements as deemed appropriate by the grant review committee.

Plans shall reflect the architectural integrity of the entire building and the neighboring streetscape. Proposed work on buildings listed as contributing structures within the Downtown Wake Forest Historic Core must meet the Secretary of the Interior's Standards for Rehabilitation.

Renovations must conform to all applicable building and zoning codes set forth by the Town of Wake Forest.

All projects must meet the design standards set by the Wake Forest DRC design and appearance committee. Deviations may be requested during the application process. Submittal of color and material samples are required for review by the grant committee.

### **Application Process**

Applications shall be distributed to all known businesses and/or business owners the week of March 15, 2006. Monies will be disbursed throughout the year on a first come-first served basis.

Applications will be reviewed on a monthly basis by the grant review committee.

Property owners have up to four months to start projects after approval. If a property owner or business needs more time to start their project, he or she must provide a written statement with a reasonable explanation for the extension. Work should be completed within one calendar year of the project start date.

Upon completion of the approved project and visual inspection by the grant review committee, applicant will submit a grant payment request, accompanied by proof of expenses, proof of payment and approval by the Town's building inspector, if necessary.

Grant monies will be paid within 30 days of the approved grant payment request.

Wake Forest Downtown Revitalization Corporation P.O. Box 78 Wake Forest, NC 27588 919.441.9551

Revised 3/29/2006

***Wake Forest Downtown Revitalization Corp.***  
***Façade Improvement Grant Program***  
***Helpful Hints***

- Prior to beginning your work, please contact the Wake Forest DRC office at (919) 441-9551. The DRC can provide technical assistance during the application process and is interested in assisting you through the permitting, rehab/renovation and inspections processes. Getting DRC input before you begin your project will be extremely valuable to you as your progress with your improvements.
  - **Other contacts:**
    - Ann Ayers, Planner  
(919) 570-7999
    - Rhonda Alderman, Inspections  
(919) 554-6140
  
- Work should begin no later than four months after approval. Upon completion of the project and approval by the building inspector, please contact the Wake Forest DRC office (919) 441-9551 with appropriate receipts to obtain grant monies for reimbursement.

The Wake Forest DRC is very excited that you have chosen to improve your building façade. If you have any questions or we can help you in any way, please feel free to contact us at (919) 441-9551. Mail completed form to Wake Forest DRC, P.O. Box 78, Wake Forest, NC 27588.

