



Destination Downtown Edenton Inc. Facade Improvement Grant Guidelines

Purpose:

The Downtown Edenton Façade Improvement Program is an incentive-based measure created by Destination Downtown Edenton (DDE) to encourage practical and architecturally appropriate façade renovation and preservation within the Edenton Historic District. It is intended to provide financial, technical, and design assistance for the:

- * Renovation of building facades in the historic Downtown Edenton business district
- * Implementation of appropriate design standards for the rehabilitation of potentially historic buildings
- * Preservation of the unique architectural, commercial, and historical character of Edenton.
- * Encouragement of new design improvement projects that capitalize on the rehabilitation of existing properties and/or the introduction of new design features that will enhance existing downtown buildings.

Guidelines:

- (1) Projects will be awarded to those that meet the approval of the Destination Downtown Edenton Inc. Design Committee.
- (2) The Edenton Historic Preservation Commission (EPC) Design guidelines will be adhered to in making improvements to the facade of the structure. All rehabilitation design proposals must meet local building code requirements and any requirements of the Town of Edenton Unified Development Ordinance (UDO). For guidelines go to: www.townofedenton.com/Departments/Inspection&planning

. Only exterior improvement projects will be eligible to receive grant funding.

- (3) Those property owners wishing to use the North Carolina and Federal Historic Rehabilitation Tax Credits must follow the Secretary of the Interior's Standards for Rehabilitation.
- (4) Rehabilitation of structures in the downtown district should respect the architectural integrity of the entire building front, retaining those elements that enhance the building.
- (5) Any proposed project must receive approval from the DDE's Design Committee *prior* to review by the Edenton Preservation Commission.
- (6) Grants are for the purpose of assisting in the renovation and enhanced appearance of commercial buildings in the Downtown Edenton Main Street district. Improvements may include, but are not limited to: facade improvements, exterior painting of previously painted surfaces, appropriate cleaning as part of an overall facade improvement, masonry repair, repair of original architectural detail, sign improvements, landscaping. **Only exterior improvement projects will be eligible to receive grant funding.**
- (7) This is a reimbursement matching grant program. Costs of eligible projects are shared between the tenant/owner and Destination Downtown Edenton on a 50/50 matching basis, with DDE's share provided as reimbursement at the completion of the project. In each project the contribution by the owner must equal or exceed the DDE amount. All improvement work will be inspected upon completion and a check will be issued for half the actual project cost **or** an agreed upon figure determined by the DDE Design Committee provided the work is accomplished in accordance with the agreement.
- (8) Destination Downtown Edenton Inc. will not participate in negotiations between the applicant and the contractor employed by the applicant. The applicant agrees to hold DDE harmless of any defects in workmanship, liability, damages or any other costs relevant to this project.
- (9) All decisions made by the DDE Design Committee are final.

Application Procedure:

- A. Complete the application form along with:
 - * Several color photos of existing facade
 - * Detailed description of proposed facade improvements
 - * Design plan (paint colors and awning swatches if applicable)
 - * Itemized project cost estimate
 - * Letter from owner of building giving permission for project if applicant is a tenant
- B. The application will be reviewed by the DDE Design Committee. Applicants will not be present during this process. The Design Committee will make a funding recommendation to the DDE Board of Directors. The DDE Board of Directors reserves the right to accept or deny any applicant.
- C. Upon review every applicant will receive a letter in response to their application. Those projects that have been approved will receive a contract from DDE. The contract and a copy of the approved Certificate of Appropriateness (COA) from the Edenton Historic Preservation Commission must be returned to the DDE Design Committee before the project begins.
- D. All approved work must be completed within 90 days of project approval. Failure to complete the project within these guidelines without an approved extension may result in the loss of funding.
- E. Approved applicants will receive funding upon completion of the project. Applicants must submit copies of all paid receipts, invoices and cancelled checks to the DDE Design Committee. The finished project must meet the Design Committee's approval and all applicable city and state codes before reimbursement is issued.

Destination Downtown Edenton Inc.

PO Box 441

Edenton, NC 27932

252-333-0655

jennifer.harriss@edenton.nc.gov

Using Rehabilitation Tax Credits to Renovate Your Business Property

Those property owners wishing to use the North Carolina and Federal Historic Rehabilitation Tax Credits should contact the State Historic Preservation Office (SHPO) For information and applications at:

Eastern Office, NC Office of Archives & History

State Historic Preservation Office

117 W. 5th St.

Greenville, NC 27858

252-830-6580 phone

252-830-6583 fax

reid.thomas@ncdcr.gov