

CENTRAL VALDOSTA DEVELOPMENT AUTHORITY

HISTORIC PRESERVATION INCENTIVE PROGRAM

“Economic Development through Preservation of Historic Assets”

Thank you for your interest in the preservation of downtown Valdosta's commercial district architecture and history!

FAÇADE GRANT APPLICATION PACKAGE

The Façade Grant Program is intended to stimulate investment in the preservation of Valdosta's historic commercial district. Downtown Valdosta serves as the seat of government and service for the community. With historic architecture ranging from the 1860s to the 1960s, downtown is the heart of the city, and its pedestrian focus and historic buildings invite both resident and visitor. Each downtown building has an individual character, and is respected for its unique features, historic appearance, significance, current condition, and impact on the district.

FAÇADE GRANT AMOUNTS

Maximum grant awards are \$2,000 and must be matched by the property owner. For example, an owner's \$4,000 façade project could be eligible for a grant award of up to \$2,000, while an owner's \$3,000 façade project could be eligible for a grant award of up to \$1,500. Amounts may be subject to current budget funds available for the program. This program is sponsored by the Central Valdosta Development Authority (CVDA) in cooperation with the Main Street Program.

FAÇADE GRANT PROGRAM GUIDELINES

- Façade Grants are available for exterior restorations/repairs of permanent structures.
- The amount of the grant will be determined by the design committee based on the funds available and the number of requests under consideration.
- The façade grant program operates in Downtown Valdosta, specifically within the locally designated CVDA District (CD Zoning).
- Eligible applicants are downtown commercial property owners, as well as business owners (with the owner's permission). Government buildings and national franchises are not eligible.
- Grant awards should not exceed \$2000 in a five-year period per location.
- Project improvements funded with façade grants are to remain in place and maintained in good order for a minimum of five years; any graffiti or vandalism should be promptly repaired. If improvements are removed or not maintained during the minimum five-year period, CVDA may at its discretion seek reimbursement for the full amount of the façade grant funds that were paid to the participant.
- All property taxes, licenses, and permits must be current at all times during the minimum five-year maintenance period.
- Grant applicants are fully responsible for all aspects of the project, any relationships with contractors and suppliers, and securing all necessary permit approvals **before beginning**

construction (including Scope of Work for work being done or Certificate of Appropriateness from the Historic Preservation Commission if needed or as required).

- Projects should result in repairs and restorations which are: appropriate for the building, contribute to the success of its current business, and repair a building's façade to positively contribute to the appearance and vitality of Downtown.

Qualified Projects:

- Preserve the architectural integrity of the structure and, if possible, restore the original façade;
- Meet all local governmental rules, regulations and laws, including Valdosta's Historic Preservation Ordinance and Design Guidelines;
- Use only the gentlest methods available for exterior surface cleaning (e.g. **no sandblasting!**);
- Consider unique qualities of the individual building within the context of the Downtown Valdosta Historic District.
- Qualified projects may include: façade repairs and restorations, restoration or architectural features, structural stabilization of facades, masonry cleaning (only by gentlest means possible – **no sandblasting**), exterior repainting (painting of bare unpainted brick is strongly discouraged), exterior walls/materials, awnings and canopies.
- Ineligible projects include, but are not limited to signs, gutters and downspouts, roofs, interior improvements of any type, security systems, access ramps, general maintenance other than painting, personal property/equipment, window/door treatments, yard improvements (vegetation, pavement, etc.).

• **HOW TO APPLY FOR A FAÇADE GRANT**

- Contact: Kym Hughes, Central Valdosta Development Authority/Main Street Manager, 229-259-3577 for an application package.
- Complete the application forms along with copies of any required permits and the Historic Preservation Certificate of Appropriateness (**allow time for permitting and COA processes**)
- Application fee \$25
- Deadlines: Completed applications will be accepted monthly and must be postmarked and delivered by the first day of each month.

• **HOW APPLICATIONS ARE REVIEWED AND SELECTED**

- Applications are reviewed in the order received. Reviews are routinely held on the second Tuesday after the first Sunday of each month.
- Only completed application packages are reviewed; incomplete applications will be returned.
- The design committee will review the application package for completeness, determine eligibility, and provide the CVDA with priority recommendations. The CVDA board reviews applications for each cycle, and grant award notices are mailed to the applicants.

PROJECT START AND COMPLETION

- Once approved, the project must be completed according to the design submitted with the COA, and approved Scope of Work (if needed), the building permit (if needed), and the façade grant application, including materials, colors, awnings, etc.
- The project must begin within 60 days of the award notice. **Work should not be started by or on behalf of the applicant prior to the date of the grant award; such beginning may disqualify an applicant from grant consideration. Consideration will be on a case-by-case basis.**
- The project must be completed within 6 months of the grant award notice. Projects that fail to be completed during the 6-month time frame may reapply for funding; however, funding is not guaranteed.

PAYMENT OF GRANT AWARDS

Payment of grant awards will be made as **reimbursements** for project expenses. All expenses must be documented. In order to receive reimbursement for the expenses the property owner who has received a façade grant must provide the CVDA with the following:

- a. documentation that the project has been completed, including final contractor invoices and cancelled checks along with a final total of expenses.
- b. a copy of the approved Scope of Work (if needed), building permit (if needed) and a copy of the final inspection from the City of Valdosta Inspections Department.
- c. a site visits to confirm that the project was completed and that all work was done in compliance with approved plans.
- d. the owner's written commitment to maintain project improvements for a minimum of 5 years.

***THANK YOU FOR YOUR INTEREST IN THE PRESERVATION OF DOWNTOWN
VALDOSTA'S COMMERCIAL DISTRICT ARCHITECTURE AND HISTORY!***

DOCUMENTS REQUIRED WITH YOUR APPLICATION (attach to this application form):

- \$25 application fee
- a copy of the approved Scope of Work (if needed)
- building permit (if needed)
- a copy of the final inspection from the City of Valdosta Inspections Department
- a photograph of existing conditions
- a breakdown of project costs along with estimates from a licensed contractor
- a Certificate of Appropriateness from the Historic Preservation Commission (if required by the City of Valdosta)
- Documentation that the project has been completed, including final contractor invoices and cancelled checks along with a final total of expenses.
- the owner's written commitment to maintain project improvements for a minimum of 5 years.

This grant application form must be completed in full, including the documents listed above, before it can be submitted for consideration.

Proposed Project:

Describe clearly and in detail all work to be done. Use additional pages if necessary. Attach a copy of approved construction plans for sprinkler or wiring installations.

I, (applicant name) _____ agree that the above constitutes the construction proposed at this time and that any changes or additions will require additional information. My signature also certifies that I have read, understand, and agree to all of the grant program guidelines, regulations, and deadlines. I hereby submit the attached estimate for the proposed project and understand that this application is pending review by the Central Valdosta Development Authority (CVDA). Work will not begin until I have received written grant approval from CVDA. I further understand that the project must be completed within 6 months and that grant monies will not be paid until the project is complete.

Applicant's Signature _____

Date _____

STAFF USE ONLY

Date received: _____

Date reviewed: _____

Application Granted: _____ Denied Date: _____

Comments: _____

CVDA Chairman's Signature _____