



GOVANSTOWNE

BUSINESS ASSOCIATION

Govanstowne Business Association - Façade Facelift Grant Application (June 11, 2007)

The Govanstowne Business Association (GBA) has been awarded State funding for improvements to GBA Businesses! Applicants are responsible for at least 10% of project costs. Don't miss this unique opportunity!

**Note: Low interest loans available. Contact Rick Swanson at 410-435-6211 for more information.*

Business Name/Address: _____

Applicant's Name/Address: _____

Phone: _____ FAX: _____ e-mail: _____

Applicant's Signature: _____ Date: _____

Property Owner (if other than applicant): I hereby certify that I am the owner of this building/land on which the proposed project is situated, and that the foregoing applicant, in filing a CL application for approval by GBA, is acting with my knowledge and consent.

Property Owner's Name: _____

Phone: _____ FAX: _____ e-mail: _____

Signature: _____ Date: _____

❖ Brief description of improvement :

❖ Amount of grant requested: _____

❖ Would you like architectural design assistance for façade improvements?
(Properties north of Cold Spring Lane and South of Benninghaus may be eligible for design assistance, provided by the Main Street Program.)
Yes _____ No _____

- ❖ Please Attach:
- **Current photographs** of property, including the entire front of the property, street views showing adjacent structures, street view from across the street
 - **Cost estimate** (we reserve the right to request more than one estimate).
 - **Design drawings**, if applicable (if using the Main Street Architect, this may be submitted separately).

ARE YOU INTERESTED? DO YOU NEED ASSISTANCE?
Please contact Rick Swanson, 410-435-6211, swansonprinting@aol.com

Govanstowne Business Association - Façade Facelift Grant Information

The Façade Facelift is a Reimbursable Program.

The applicant pays for all of the work initially (low interest loans available); GBA reimburses the applicant after the work is completed, consistent with the scope of work agreed upon in the application. All projects must be reviewed/approved by the State of Maryland Department of Housing & Community Development (DHCD) and GBA prior to construction.

The Façade Facelift is a Matching Grant Program.

Applicants are responsible for a minimum of 10% of the project cost.

What types of projects qualify?

- The Façade Facelift program is available for existing commercial businesses and properties in the Govanstowne Business District, located between 43rd Street and the City-County line along York Road. It is also available for businesses relocating into the GBA business district.
- The program cannot be used more than once in a one-year period for the same property.
- The program cannot be used for new construction, acquisition, residential or non-business properties, or for work begun prior to receiving a Façade Facelift Commitment Letter from GBA.
- Applicants must be in good standing with Baltimore City RBDL collections, with no outstanding Retail Business District License fee (RBDL) accounts.
- The program cannot be used for properties that are not in compliance with applicable zoning and urban renewal plans, unless the Façade Facelift grant will bring the property into compliance.

What are the design guidelines?

The proposed design must be approved by the GBA Design/Streetscape Review Committee and the State.

1. The project should make a noticeable positive impact on the revitalization of the York Road business district.
2. Signs, ground floor windows and doors, lighting, and other decorative elements should be designed to appeal to pedestrians.
3. The distinguishing original qualities and character of the building shall be preserved; removal of historical or distinctive architectural features may disqualify a project. Deteriorated architectural features should be repaired rather than replaced; if replacement is necessary, the new materials should match the materials being replaced in design, color, texture, and other visual qualities.
4. Contemporary design for alterations to existing properties is acceptable if such alterations do not destroy significant historical, architectural, and cultural materials of the building and if such design is compatible with the size, scale, color, material, and character of the property and adjacent buildings.

What is the process for approval?

The applicant submits an application to GBA, and GBA will forward a copy to the State. GBA will respond to the applicant as soon as possible, but within approximately 45 days. If the project is approved by both GBA and the State, a Façade Facelift Commitment Letter will be sent from the GBA outlining amount of funds granted. If more information is needed, or there are design concerns, the letter will list items to be addressed.

What other requirements do applicants need to be aware of?

Contractors must secure required building permits and minor privilege permits and complete the project in accordance with all applicable codes, ordinances, applicable PUD or URP regulations and standard engineering practices.

Contractors must be properly registered, licensed, insured, and pass a debarment check as required by law.

When does the applicant need to start and finish the project?

Construction must begin within 30 days after the Façade Facelift Commitment Letter agreement is signed by the applicant, and be complete within 60 days thereafter, unless otherwise approved in writing by the GBA and the State.

Can the applicant change the original proposal after it has been approved?

The GBA and the State must approve all changes to the original proposal in writing. Changes will not increase the grant amount, but they may decrease the grant amount.

How long does the applicant need to maintain the improvements?

As part of the grant agreement, the applicant shall agree in writing to maintain all improvements made per the approved plans in their finished state for a period of five years following completion of the project.

What is the process for reimbursement? Once the work is complete, the applicant shall send a photo of the completed work and copies of all paid invoices to GBA. The GBA will send the information to the State, and the applicant will receive a check within approximately 45 days.