



Façade Grant Guidelines

The City of Camden created a Façade Grant Program to promote reinvestment in the historic downtown and Dusty Bend districts. The program provides a reimbursable matching grant of up to \$10,000 to help offset the cost of exterior improvements to a commercial or mixed-use building. The grant is provided on a dollar-for-dollar match. Grants are awarded on a first-come, first-serve basis and are awarded as funds are available.

Eligible Applicants

Eligible applicants for grant are owners of commercial or mixed-use buildings downtown and Dusty Bend districts, or tenants leasing space in a commercial building. Tenants leasing space must include a letter from the building owner authorizing the improvements with their application. Only businesses that are legally permitted, either by-right or conditionally, by the Zoning Ordinance are eligible. The City reserves the right to deny funding to applicants with delinquent taxes, fees, or fines. Applicants are only eligible for a grant once every five (5) years. Each building can only receive one grant per year.

Eligible Buildings

Commercial or mixed-use buildings are eligible for grant funding. Residential buildings are not eligible for grant funding. Mixed-use buildings are eligible provided that the ground floor of the building is at least 50% commercial use.

Eligible Expenditures

The following activities are eligible for grant funding:

- Façade improvements
- Brick or wall surface cleaning
- Patching and painting of facade walls
- *Signage or exterior lighting replacement/repair
- Structure or frame that contains or holds a sign
- Canopy, porch, awning installation/repair
- Window and/or door replacement/repair
- Mortar joint repair
- Railings, ironwork repair or addition
- Cornice repair and/or replacement

*Only established businesses (3+ years) are eligible for sign replacement



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Ineligible Expenditures

The following expenditures are not eligible for grant funding:

- Professional fees for architects, engineers, or other design consultants
- Interior improvements
- Repair or replacement of any electrical, plumbing, mechanical, security, or telecommunications system
- Work that is considered ordinary maintenance or repairs (including, but not limited to, roof repair and replacement)
- Improvements required as a result of a code violation
- Any work completed by an unlicensed contractor
- Any work completed without required building and/or zoning permits
- Any work completed prior to approval of the grant

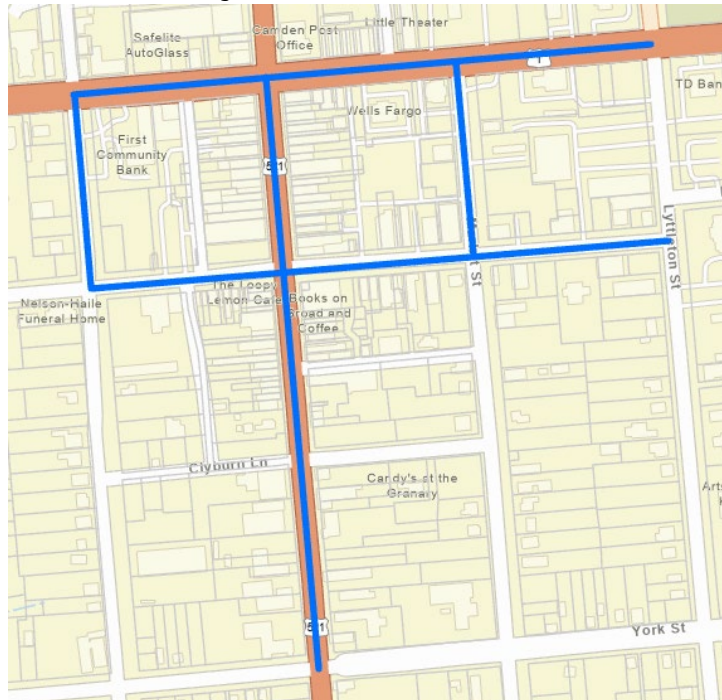
Designated Grant Area

Only buildings located on either side of the following road segments are eligible for funding (also see maps on next page):

- Broad Street from Dekalb Street to York Street
- Rutledge Street from Church Street to Lyttleton Street
- Dekalb Street from Church Street to Lyttleton Street
- Church Street from Dekalb Street to Rutledge Street
- Market Street from Dekalb Street to Rutledge Street
- Broad Street from Dicey Ford Road to Firetower Road
- Dicey Ford Road from Broad Street to Lyttleton Street



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Grant Timeline

Applications Accepted Starting: August 3
Application Deadline: October 31 at 12 pm
Application Approval by: November 20
Project Completion on or Before: May 31

Application Process

1. Applicant will complete application and return to the Department of Planning & Development, along with proposed improvement plan. **APPLICATION DEADLINE: October 31st at 12 pm. Please note funds may be exhausted prior to the application deadline. Applicants are encouraged to apply as early as allowed.**
2. Two qualified and professional estimates of cost are to be included with the application.
3. Applications will be reviewed and signed by the Department of Planning & Development for building code compliance.
4. An agreement must be signed **BEFORE** any work begins. Parties to the agreement will be the applicant(s), building owner(s), and the City of Camden.
5. A copy of the fully executed and approved application will be made available to the grant recipient upon request.
6. Upon project completion, copies of fully paid statements must be submitted to the Department of Planning & Development to claim grant reimbursement.
7. The City's Department of Planning & Development will then inspect work completed and request checks be issued for the amount approved in grant application. Provided all work is accomplished in accordance with the agreement.



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Grant Awards

The Façade Grant Program will provide a matching grant of up to \$10,000 per building for eligible improvements. The City will match, dollar-for-dollar, all funds expended by the applicant up to the award amount. Grant awards shall be approved by the City Manager on a

first-come, first-serve basis and are awarded as funds are available. All projects must be completed by May 31. The City Manager may authorize a one-time extension of up to sixty (60) days. Applicants are strongly encouraged to leverage their grant funding to get the most from their investment.

Grant Reimbursement

Applicants must provide documentation to the City Manager with proof of payment (receipts, paid invoices, etc.) for all eligible improvements within thirty (30) days of completion of the project. Staff will conduct an inspection of the building to ensure the project is completed consistent with the approved application. Once the inspection is complete, the applicant will receive a reimbursement check for the eligible amount.

Note of Funding

Every year, City Council reviews funding for the Façade Grant Program as part of the annual budget process. There is no guarantee that City Council will approve funding for the program each year, and the amount allocated may vary from year to year. Grants will only be approved for the total amount of funding available in a given fiscal year. Once all funding is allocated, no more applications will be accepted until the next fiscal year that funding is allocated by City Council.



I, _____ understand that I am responsible for the maintenance of the facade improvements described here for a period of three (3) years from the date of project completion or until such time as the building is sold.

I understand that failure to comply with the approved application may result in losing my eligibility to receive funds.

I acknowledge that the City of Camden is obligated only to administer the grant procedures and is not liable to the applicant, owner or third parties for any obligations or claims of any nature growing out of, arising out of, or otherwise related to the project or application undertaken by the applicant and/or owner.

I acknowledge that this application must be accepted, and all prerequisite rules and regulations must be complied with before the application can be considered for acceptance.

I have attached the project plans and specifications or other appropriate design documentation.

The undersigned acknowledges and has read all façade grant policies as listed above and agrees to adhere to them.

Applicant's Signature _____ Date _____

Property Owner _____ Date _____
(if different from above)

Please complete and return to: City of Camden, Attn: Shawn Putnam, P.O. Box 7002, Camden, SC 29021
Applications may be hand delivered to City Hall, 1000 Lyttleton Street, Camden, SC 29020

This application has been approved by the following:

Director of Planning & Development

Date

City Manager

Date

PLEASE SUBMIT THIS PAGE AS PART OF THE APPLICATION