



The CITY OF PARIS

COMMUNITY DEVELOPMENT DEPARTMENT

FAÇADE GRANT APPLICATION

APPLICANT INFORMATION:		
NAME OF APPLICANT	MAILING ADDRESS	CITY, STATE, ZIP
PHONE #	FAX #	OTHER # (PAGER, CELL, ETC.)
NAME/TYPE OF BUSINESS	ADDRESS OF BUILDING (IF NOT MAILING ADDRESS)	

OWNER INFORMATION:		
NAME	MAILING ADDRESS	CITY, STATE, ZIP
PHONE #	FAX #	OTHER # (PAGER, CELL, ETC.)

IMPROVEMENT INFORMATION:	
NAME OF CONTRACTOR(S)/AGENT(S)	PHONE #
ESTIMATED COST OF IMPROVEMENTS	SQ. FOOTAGE OF FAÇADE (AREA TO BE IMPROVED)
REQUESTED AMOUNT OF GRANT	
DETAILED DESCRIPTION OF PROJECT (ATTACH AN ADDITIONAL SHEET OF PAPER IF NECESSARY)	

PROJECT TIMETABLE:

DATE WORK IS TO BEGIN: _____ / _____ / _____

DATE WORK IS TO BE COMPLETED: _____ / _____ / _____

PLEASE ATTACH THE FOLLOWING:

- A COMPLETED APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS
- COPIES OF ANY WRITTEN ESTIMATES FOR BUILDING IMPROVEMENTS
- DETAILED DRAWINGS THAT SHOW WORK TO BE DONE
- PICTURES OF BUILDING IN PRESENT CONDITION

IS A BUILDING PERMIT REQUIRED FOR THE PROJECT? YES NO

IF YES, DESCRIBE: _____



I AFFIRM I AM THE LEGALLY AUTHORIZED INDIVIDUAL TO FILE THIS APPLICATION AND THAT ALL INFORMATION AND EXHIBITS SUBMITTED ARE CORRECT TO THE BEST OF MY KNOWLEDGE. OWNER INVITES CITY OF PARIS REPRESENTATIVES TO PERFORM REASONABLE INSPECTIONS AND INVESTIGATIONS AND GIVES THE RIGHT TO PHOTOGRAPH THE SUBJECT PROPERTY DURING THE PROCESSING PERIOD OF THIS APPLICATION.

I UNDERSTAND THAT THIS IS A VOLUNTARY PROGRAM. I ALSO UNDERSTAND THAT THE CITY OF PARIS HAS THE RIGHT AND DISCRETION TO APPROVE OR DENY ANY PROJECT OR PORTIONS THEREOF OR TO APPROVE APPLICATIONS BASED UPON THE PRESERVATION PRIORITIES OF THE MAIN STREET ADVISORY BOARD OR THE HISTORIC PRESERVATION COMMISSION.

SIGNATURE OF APPLICANT *DATE*

SIGNATURE OF APPLICANT *DATE*

FUNDS WILL BE PAID OUT ONCE ALL WORK HAS BEEN COMPLETED. INVOICES OR RECEIPTS MUST BE FURNISHED FOR ALL MATERIALS AND LABOR.

APPLICATION CHECK LIST

- _____ Application is fully completed.
- _____ Budget summary is attached.
- _____ Project details meet HPC requirements.

City of Paris

Historic Preservation

Incentive Grant Program

Policies and Procedures

The Incentive Grant Program is designed to encourage restoration and renovation of the Downtown Historic District through small grants to building or business owners.

1. Property or business owners must apply for grant before restoration or renovation work has begun.
2. Use of funds will be focused on exterior (façade) work on store fronts of commercial buildings located in the Historic District.
3. All Certificates of Appropriateness applications must be approved by the Historic Preservation Commission prior to receiving funds or starting work. Only those projects that meet appropriate design standards can be funded (see Design Standards).
4. Façade Grant Applicants will be required to submit an application to be approved by the Historic Preservation Commission.
5. All exterior façade renovations must be started within two months and completed within six months from the date of the grant award. The grant award will expire and no grant money will be paid if the project is not started within two months and completed within six months.
6. Grants will be administered as reimbursements once the project has been completed as agreed upon and receipts are shown for work completed.
7. Grants will be awarded as a 50/50 match up to \$2,500.00 per building or project. Building or business owners may apply for façade grants every two years.
8. Grants will be administered on a first come first serve basis until funds are depleted.
9. Improvements funded by the façade grant will be subject to periodic review or inspection by the City of Paris and/or the Historic Preservation Commission to ensure compliance with established Design Standards.