

GEORGETOWN REDEVELOPMENT COMMISSION  
**FAÇADE IMPROVEMENT PROGRAM**  
9111 STATE ROAD 64, PO BOX 127  
GEORGETOWN, IN 47122  
Phone: 812-951-3012; Fax 812-951-2034

“FIRST COME, FIRST SERVED, LIMITED FUNDS”

The Georgetown Redevelopment Commission (GRC) offers grants to property owners, including but not limited to residential and commercial/industrial businesses, within the Town of Georgetown for a variety of purposes. The GRC’s main objectives for the façade grant program are to encourage visual improvements, historic preservation and economic investment. Eligible projects include general building/property improvements, for example: exterior painting, or repairs, signage, awnings, and landscaping. The project may include parking resurfacing as long as the resurfacing is not the only work performed. Projects that include more than general building/property improvements are preferred. (All improvements must comply with the Town of Georgetown zoning regulations and be approved by the Town of Georgetown Planning and Zoning Department). An application must be approved, in writing, before work begins.

**\*\*Priority will be given to properties within the Historic Downtown area.\*\***

**APPLICATION**

Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Property Address: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Description of Improvements: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Use additional paper/attachments if necessary

Total estimated project cost \_\_\_\_\_ Amount Requested \_\_\_\_\_

When will improvement start? \_\_\_\_\_ End? \_\_\_\_\_

If applicable, how many employees are employed at this location? \_\_\_ # of New Jobs Created \_\_\_

The information given is true and accurate to the best of my knowledge. Furthermore, I give permission for use of my name or business name and photographs to be taken by GRC staff and/or volunteers for media purposes and will permit the use of promotional signs on the property during the construction phase. ***I further acknowledge and understand that the GRC is currently giving priority to properties within the Historic Downtown area.***

Date: \_\_\_\_\_ Signature \_\_\_\_\_

## PROGRAM GUIDELINES

1. Georgetown Redevelopment Commission (GRC) will reimburse 50% of project costs, up to a maximum of \$5,000 per pre-approved project. GRC reserves the right to award grants in amounts less than 50% of project costs for any reason, including availability of funds, aesthetic value of the project, or any other reason at their sole discretion.
2. Application must be approved in writing before work begins. There is a non-refundable application/processing fee in the amount of \$150.00.
3. Two cost estimates must accompany each application along with a “before” photograph. Estimates must include a materials/products list and labor cost breakdown. Owner makes selection of contractor.
4. If a permit is required, only a contractor registered with the Town can perform the construction work.
5. GRC will rebate approved business/property owner after work is completed and a final bill with copies of receipts is submitted and/or copies of a cancelled check(s) for applicant’s portion is provided. An “after” photograph must also be submitted.
6. All work must be completed and funded within six (6) months of application approval, with a three (3) month extension available by written request for good cause shown.
7. A building owner or a family member may do the work relating to the proposed project. However, if this is the case, two “arm’s length” estimates plus one from the owner or family member must be submitted with the application.
8. Lessee must submit notarized permission from property owner to participate in program.
9. The Georgetown Redevelopment Commission reserves the right to use its collective judgment in consideration of any application and may reject any application on the grounds that it does not fit the intent of the program. ***The GRC will currently be giving priority to properties within the Historic Downtown area.***
10. If demand exceeds funds, projects may be ranked using criteria such as (but not limited to) the following:
  - \*First time applicant
  - \*Structural vs cosmetic improvements
  - \*Location of project in relation to Town projects
  - \*Enhancement of neighborhood property values
  - \*Enhancement of aesthetic appeal to property and neighborhood
  - \*Enhancement of positive Georgetown image
  - \*Enhancement of economic development within the city
  - \*Elimination of health or safety hazards
  - \*Number of new jobs created
  - \*Location of property
  - \*Size of investment
  - \*Financial Need
11. A maximum of \$5,000 per property per site, will be allowed annually. Two applications per owner, per calendar year may be considered on a case by case basis. Projects that include the construction of a new business shall not be considered. The program only applies to improvements made to existing properties and structures.
12. The following costs are reimbursable up to a maximum of \$500 each:
  - a. Business signage
  - b. Architectural Cost
  - c. Labor Cost
13. The guidelines contained herein do not necessarily comprise a complete list. Additional guidelines and requirements may be added at any time.

14. All projects must meet building code, historic district, ADA, zoning and other legal requirements.
15. Failure to meet code requirements or to cooperate with building/site inspection may cause forfeiture of grant.
16. All improvements must comply with the Town of Georgetown zoning regulations and be approved by the Town of Georgetown Building Department.
17. An application must be approved, in writing, before work begins.

## Checklist

### **Pre-Application**

- Contact Information and Address (including email)
- Project description (see criteria #10), must include an architectural drawing or sketch and a budget estimate
- 2 Cost Estimates (Material list and Cost Breakdown)
- "Before Construction" Photograph(s)
- Name and address of Registered Contractor (if applicable)
- Planning and Zoning Review/Approval
- Copy of Building Permit (if applicable)
- Application/Processing Fee (\$150.00)

Submit completed application to Town of Georgetown Redevelopment Department along with an application/processing fee in the amount of \$150.00. Please call if you have any questions. **It is the applicant's responsibility to complete the application and provide all supporting documentation at least ten (10) days prior to the Redevelopment Commission meeting in which the application will be considered. The applicant shall attend the Redevelopment Commission meeting and be prepared to present its project and answer any questions. The Redevelopment Commission reserves the right to reject or table any incomplete or untimely applications. The application must be submitted and approved by the Redevelopment Commission prior to any project work is performed. Any application made after the commencement of project work shall not be considered by the Redevelopment Commission.**

### **Post-Application:**

- Receipts (Itemized)/Cancelled Checks
- "Post Construction" Photograph(s)
- Final Inspection by Town of Georgetown Building Department