

Senoia Downtown Development Authority Façade Grant Program

What is the purpose of the program? The Downtown Development Authority [DDA] initiated this program to partner with commercial property owners in order to enhance and maintain the beauty and charm of the commercial areas in Senoia.

How does the program work? Matching grant funds not to exceed \$2000 are available for the façade improvement program in commercially zoned areas in the city of Senoia. The amount will be allocated on an individual basis at the discretion of the DDA.

What type of project is eligible? Eligible projects will visibly improve the unique or historic character of the storefront. Examples include, but are not limited to, appropriate signage, awnings, irrigated landscaping, exterior painting, and window, door, and/or storefront restoration. These funds are available for exterior improvements only and may be applied to a front, side, or rear façade, provided the façade faces a public street or parking area. The DDA Design Committee must approve projects before construction begins.

What do I do to receive the grant?

1. Determine if the project will require a building permit or Certificate of Appropriateness [COA] from the Historic Preservation Commission. This information is available at the Senoia City Hall.
2. Complete a façade grant application and turn it in to the DDA mailbox at City Hall.
3. The DDA Design Committee will review the façade grant application at their next scheduled meeting. Meetings are held on the fourth Wednesday of each month. You will be notified of their decision, following approval of the DDA board.
4. Start and complete façade improvement work within ninety days of approval of your application.
5. After completion of approved work, turn in all appropriate receipts, invoices, and copies of checks to the DDA. After review of these items, the DDA will disburse grant money.

Are there any restrictions? Because limited funds are available, the DDA reserves the right to reject any project that it determines inappropriate or does little to achieve the purpose of this program. Criteria for the grant program evaluation include property visibility, importance to the area, significance of property, existing condition, potential for improvement, impact of improvement, and façade improvement start date. Once approval for a project is granted, the DDA and the Design Committee will regularly monitor the progress of the endeavor to insure proper materials and design components are utilized.

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Application

Applicant Name: _____

Mailing Address: _____

Phone Number[s]: _____

Building Address: _____

Name of Tenant: _____

Name of Business: _____

Type of Business: _____

Property Owner's Name [please print]: _____

Property Owner's Signature: _____

Contact Person: _____ Contact Number: _____

Project Cost: _____

Requested Grant Amount: _____

Please attach the following:

- 1. Contractor's cost estimate or bid on contractor's letterhead.**
- 2. Letter of consent from property owner if the applicant is a tenant.**
- 3. Current photograph of existing building.**
- 4. Rendering of proposed project.**
- 5. Paint samples, when applicable.**

I do hereby swear or affirm that the information provided herein is true, complete and accurate, and I understand that any inaccuracies may be considered just cause for invalidation of this application and any action taken on this application. Providing false information to the Downtown Development Authority is a felony.

Applicant's Signature: _____ Date: _____

**Senoia Downtown Development Authority
PO Box 310, Senoia, GA 30276**