



Residential Façade Improvement Grant

Table of Contents

Program Overview	3
Program Objectives	3
Eligibility Requirements	3
Available Funding	4
Program Guidelines	4
Eligible Improvements and Expenses	5
Application Process	7
Timeline	8
Other Programs	9
Appendix A - Grant Application Checklist	10

Program Overview

The City of Noblesville’s Façade Improvement Grant Program is designed to stimulate investment, promote architectural appreciation and initiate aesthetic improvements to historic residential properties within National Register Historic Districts in Noblesville. The program is administered by the City’s Department of Planning and Community Development whose staff members will work directly with applicants during the grant application process. All completed applications will be reviewed by a five-member Façade Grant Review Committee before being approved for funding.

Program Objectives

The primary objectives of the Façade Improvement Grant Program are to:

- Stimulate investment through preservation, rehabilitation and restoration of historic residential buildings by offering financial and limited technical assistance for façade improvements;
- Maintain and expand the contribution of historic buildings in the City to Noblesville’s economy by providing a pleasing and aesthetically acceptable historic atmosphere that complements the historic nature of the community.
- Promote architectural appreciation through maintenance and rehabilitation of historic Noblesville properties using practices that conserve the existing building stock and encourage the maintenance of historic or distinct architectural features; and to
- Initiate aesthetic improvements by helping to offset the cost of rehabilitation of an existing façade or creation of a façade that is architecturally consistent with the fabric of our historic city.

<p>Preservation: <i>Protecting a historic building in its present date from further deterioration or damage.</i></p>	<p>Rehabilitation: <i>Adapting a historic building for modern use.</i></p>	<p>Restoration: <i>Accurately depicting a historic building as it appeared at a particular time period by removing and/or reconstructing features from other time periods.</i></p>
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Eligibility Requirements

To participate in the Façade Improvement Grant Program, an eligible property must:

- Be located within a Historic District in the City of Noblesville that is listed on the National Register of Historic Places
 - i. Catherine Street Historic District
 - ii. Conner Street Historic District
 - iii. South 9th Street Historic District
 - iv. Plum Prairie Historic District
- Have residential activity as its primary purpose.
- Not be delinquent in property taxes, City liens or fines or have any outstanding code compliance issues. This requirement applies to both property and applicant.

Available Funding

For properties located within the Plum Prairie District, \$25,000 are allocated per year for each of the years 2022, 2023 and 2024. For properties located in all other Nationally Registered Historic District within the City of Noblesville, \$25,000 per year are allocated for each of years 2022, 2023 and 2024.

Grants applications are accepted on a rolling basis and are due the last business day of each month to be considered at the following months meeting. Grant recipients will be notified within 30 days of the monthly application deadline. Funding is on a first come, first serve basis.

Façade Improvement Grant

A 50% reimbursement of total approved project costs up to a maximum of \$5,000 per building (\$10,000 total project cost). This grant is available to both building and residential tenants of a building for permanent aesthetic exterior improvements, exterior rehabilitation and/or extensive restoration of significant portions of a building's façade. Tenants must provide written permission of building owners. Eligible work may include window and door repair, cornice repair, exterior surface cleaning and painting, masonry repair, and other substantial improvements.

Primary (front-facing) façades, double façades on corner lots, and façades which are clearly visible from the public right of way are eligible for funding. Each building may receive funding only once a year. All improvements must comply with local and state ordinances and codes as well as follow the Secretary of the Interior's Standards for Rehabilitation for the Rehabilitation of Historic Buildings. See pages 6-9 for a complete list of improvements and expenses eligible for funding.

Program Guidelines

Start of Work: Work related to a Façade Improvement Grant cannot begin until authorized by the Program Administrator. Funds spent before grant approval do not qualify as matching funds and are not eligible for reimbursement.

Distribution of Grant Money: Funds will be allocated on a *first come, first serve* basis according to the date of application and subject to the availability of budgeted funds.

Changes to Project Plans: Any unapproved changes to project plans will void the grant and result in nonpayment of funds. If recipient decides to change the project after approval, the must immediately contact the Planning Department for additional project review. Funding awards cannot be increased after notification of the initial award.

Ownership of Property: If the applicant is not the owner of the building, written consent detailing the intended improvements must be obtained from the legal owner and submitted with the application.

Cost Estimates (Bids): The applicant is required to obtain in writing **two** preliminary cost estimates for all eligible improvements for which funding is being requested. The bids should be itemized for each portion of the improvement project. The Planning Department reserves the right to request additional bids at any time. All improvements that are not eligible for the Façade Improvement Grant Program should be bid separately. The bids submitted to the Program Administrator shall include only those improvements that are eligible for grant assistance. Bids must be made from the same scope of work by each contractor. Projects that are approved for funding will be based on the lowest of the bids; however, the applicant may select any of the submitted bidders to construct the improvement if the applicant chooses to pay the higher cost.

Labor by Applicant: The applicant may be capable of doing certain types of labor. After consultation with the applicant, if the Program Administrator determines that the applicant is qualified to perform the approved work, the applicant will be notified. All mechanical work such as electrical, plumbing and heating must be completed by a licensed contractor. The applicant must submit an itemized, written cost estimate for the work to be completed. In addition, the applicant must obtain and submit two written bids as required for all eligible improvements for which the applicant is requesting funding. ***Applicant labor may only account for 25% of the applicant's required match.***

Permits & Fees: The grant recipient is responsible for obtaining any required local and/or state permits. Additional information on permits is available on the [City of Noblesville's Planning Department website](#). City permits related to façade work will not be assessed fees. State permit fees may be required and are not eligible for grant funding.

In Addition:

- All construction management shall be the responsibility of the applicant.
- Project costs are not to include the acquisition of real estate property.

Eligible Improvements and Expenses

Design Review

All applications are evaluated by the Façade Grant Review Committee, who follows the advisory direction of the *Secretary of the Interior's Standards for the Rehabilitation of Historic Buildings* ([available here](#)) and the *Secretary of the Interior's Guidelines for Rehabilitating Historic Buildings* ([available here](#)).

All projects seeking grant funding should follow these standards and guidelines. All projects are subject to approval by the Review Committee who may approve or deny portions of each application and accept the altered project without resubmission.

In addition, each grant is available for a specific set of improvements or related expenses. On the following pages you will find a listing of project expenses that may be eligible for funding and those that are ineligible. If you are unsure, please ask the Program Administrator in the Planning Department for clarification.

Eligible Improvements & Expenses

- **Architectural Fees** – Fees associated with architectural renderings and conceptual drawings when rehabilitating a façade. Total fee reimbursement cannot exceed \$500 and is a 50% match.
- **Doors and Windows**– Repair, restoration, replacement and installation of doors and windows, frames, railings, sills, glazing or glass. Restoration or reconstruction of original residence entrance, as well as original window openings, is encouraged.
- **Exterior Wall Finishes** – Cleaning, repairing, or repainting building exterior surfaces, including brick, stone, wood, cast iron, tile, stucco or other similar exterior finishes and decorative treatments. All exterior wall finishes and improvements will be compatible to the architectural style of the building, and color schemes shall accent the building and harmonize with adjacent buildings.
- **Cornices and Decorative Detailing** – Repairing or replacing cornices and other decorative detailing.
- **Hardscapes** – Hardscapes such as trellis work and fixtures permanently adhered to the façade of the building may be considered on a case by case basis if they are part of a larger design scheme.
- **Roof and Chimney Repairs** – Such repairs may only be eligible for funding when façade work is included in the project proposal and performed concurrently. Roof and chimney costs may not exceed 25% of the total project cost.
- **Structural Reinforcement** – As necessary to rehabilitate the façade(s) and/or roof and chimneys. Costs associated with structural reinforcement may not exceed 25% of the total project cost.
- **Other Repairs** - Repairs and other exterior improvements that may improve the aesthetic quality and historic integrity of the building.
- **Lighting** - Restoration, replacement, or new construction of historically and/or architecturally sensitive decorative lighting fixtures for the exterior of the building.

Ineligible Improvements & Expenses

- **Inappropriate Materials and Treatments** - Including but not limited to the installation of aluminum or vinyl siding and the use of sandblasting.
- **New Architectural Features** – Repair or creation of features not consistent with the original architecture.
- **Interior Improvements** - Including restoration or rehabilitation work and interior window coverings.
- **Site Improvements** - Including paving, fencing and improved pedestrian amenities such as sidewalks or benches.
- **Landscaping** - Including but not limited to street trees, shrubbery, raised planers, planting areas, irrigation systems or any other plant materials.
- **Electrical Work** - Except as related to appropriate exterior lighting.
- **Security Systems**
- **Personal Property** - The purchase and installation of furnishings, equipment, or other personal property which does not transfer ownership as part of the real estate.
- **Permits & Fees** - Any local and/or state permitting costs or fees.

Application Process

Pre-Application Meeting

All potential applicants are required to meet with the Program Administrator prior to application submission.

Aaron Head, Community Engagement Manager; ahead@noblesville.in.us

Application Submission

In addition to the completed Façade Improvement Grant Application, all applications must include:

- Current photographs of the property to be improved (at least one photograph per façade).
- Historic photographs of the property to be improved, when available. Historic photographs of properties in Noblesville and Hamilton County may be obtained from the Roberts Collection at the Hamilton East Public Library in Noblesville (317-773-1384) and from the Brooks Collection at the Hamilton County Historical Society (317-770-0775).
- Written description of current condition of the building including any significant maintenance issues.
- Detailed project plans and specifications, including a written description of improvements to be made indicating project materials, finishes and colors to be used.
- Samples of all materials and surface applications to be used in the rehabilitation (i.e. paint, awning color/material, and any other finishes or treatments). Samples can usually be obtained from the manufacturer, distributor, or retailer.
- Copies of receipts or other documentation showing real estate taxes paid in full is required to be eligible for program funding and is to be submitted with completed application. If unable to provide receipts, documentation may be obtained by the applicant from the Hamilton County Treasurer's Office (317-776-9620).
- Bid/Estimate Summary Sheet and two preliminary construction or contractor cost estimates/bids in writing, itemized for each portion of the project.
- Or: Itemized cost estimate for work to be completed by applicant; and, Bid/Estimate Summary Sheet with two additional cost estimates/bids in writing for all eligible improvements for which the applicant is not doing the work.

Application Deadline:

Applications are due the last business day of each month to the Planning Department to be considered at the following months meeting.

Applications should be submitted to:

Noblesville Planning Department

City Hall c/o Aaron Head
16 S 10th Street, Suite B140
Noblesville, IN 46060

Timeline

- **Application Received:** Planning Department receives completed application and all supplemental materials by the applicable due date.
- **Design Review:** Application is evaluated by the Façade Grant Review Committee. See above (*Eligible Improvements & Expenses*) for more information.
- **Design Approval:** The Façade Grant Review Committee may approve or deny portions of any application and accept the altered project without resubmission.
- **Notification of Award:** Grant recipients will be notified approximately 30 days after the application deadline.
- **Façade Improvement Agreement Signed:** A Façade Improvement Agreement is signed by the City and the grantee to verify the approved Scope of Work and reimbursement amount.
- **Maintenance Agreement Signed:** Grant recipient signs a Maintenance Agreement consenting to maintain the improved property for 2 years from the date of receiving grant funding.
- **Grant Program Recognition:** Upon notification of receipt of the grant, each building/business owner is required to display a sign, provided by the City, stating the project was partially funded by a grant from the City of Noblesville's Façade Improvement Grant Program. This sign shall be displayed in a prominent location on or near the front façade of the project building during the duration of construction and for one month after project completion, at which time the sign shall be returned to the Planning Department. Failure to return the sign will result in deduction of the cost of the sign from the reimbursement amount.
- **Work Commences:** All façade improvements must be started within 60 days of project approval.
- **Work Completed:** All façade improvements must be completed within 12 months of project approval, depending on the project/grant size. A 6-month extension may be granted with demonstrated hardship.
- **Inspection:** All façade improvements must be inspected by the Program Administrator and certified by building inspectors to verify work has been completed according to the Façade Improvement Agreement.
- **Submission of Final Documentation:** "After" photos and paid invoices itemizing all eligible costs are submitted to the Planning Department for verification by the Program Administrator.
- **Reimbursement:** After all work has been completed, funds will be dispersed. Funds may be distributed in phases depending upon project cost and funding circumstances. These factors will be analyzed, administered on a case-by-case basis and incorporated into the Façade Improvement Agreement.

Other Programs

Some restoration and rehabilitation projects qualify for additional financial assistance through other grant programs and the federal Rehabilitation Investment Tax Credit (RITC) program. The rehabilitation of certified historic structures may qualify for a tax credit of 20% when completed. For further information on other opportunities please contact the following agencies:

Technical Preservation Services

National Park Service
1849 C Street NW, Mail Stop 7243
Washington, DC 20240
Phone: (202) 513-7270
Email: NPS_TPS@nps.gov
Website: <https://www.nps.gov/tps/tax-incentives/application.htm>

Indiana Landmarks

1201 Central Avenue
Indianapolis, IN 46202
Phone: (317) 639-4534
Email: info@indianalandmarks.org
Website: <https://www.indianalandmarks.org/>

Indiana Office of Community and Rural Affairs

1 N. Capitol Avenue #600
Indianapolis, IN 46204
Phone: (317) 233-3762
Website: www.in.gov/ocra

Appendix A: Grant Application Checklist

Submit all application material to the Planning Department by the last Friday of the month. Please submit, along with this checklist:

- **Completed Façade Improvement Grant Application** with all necessary information and signatures, including building owner consent (if applicant is not the legal owner).
- **Current photographs** of the property to be improved (at least one photograph per façade).
- **Historic photographs** of the property to be improved, when available.
- **Written description of the current condition** of the building including any significant maintenance issues.
- **Detailed project plans and specifications**, including a written description of improvements to be made indication project materials, treatments, finishes and colors to be used.
- **Samples of all materials and surface applications** to be used in the rehabilitation (i.e. paint, awning color/material, and any other finishes or treatments).
- **Copies of receipts or other documentation showing all taxes paid.**
- **Bid/Estimate Summary Sheet and two preliminary cost estimates/bids** in writing by contractors of construction, itemized for each portion of the project.
- **OR**
- **Itemized cost estimate** for work to be completed by applicant.
 - **AND**
 - **Bid/Estimate Summary Sheet and two additional cost estimates/bids** in writing by contractors of construction for all eligible improvements for which the applicant is not doing the work.