

BOROUGH OF SOMERSET

“2008 FACADE GRANT”

INFORMATION SHEET

General Information:

The Borough of Somerset will be distributing \$30,000 of grant money to eligible business property owners in the designated “Main Street Area”.

The Borough of Somerset will hold a public meeting to receive input on the needs of the Business Owners concerning their storefronts.

The Borough will be utilizing the services of the Design Committee of Somerset Inc. to review applications for façade grants.

The business owners are required to receive an application through the Borough Manager’s Office.

The business owner will then be responsible to submit his/her plans for the renovation project to his/her storefront. He/She will be responsible for a detailed description and project estimate by a contractor for “time and materials”.

The business owner will also be responsible to comply with any and all regulations, including, but not limited to: zoning; signs; and Historic Preservation (Storefront Guidelines). The Borough will provide the applicant with specific regulations based on their location.

Each applicant can receive a grant for up to 50% of the costs of the project or \$3,000.00, whichever is less, to improve their storefronts.

Applications are considered on a “first come...first served basis”.

Responsibilities:

1. Applicant/Business Owners:

- Responsible to pick up or request an application through the Borough Manager’s Office of the Borough of Somerset.

- Responsible to receive all guidelines based on their location.
- Responsible to submit with their application a detailed project description and estimate of the costs for time and materials by a contractor.
- Submit their completed application to the Borough of Somerset.
- Submit a copy of the paid invoice for the total project cost.

2. Façade Grant Design Committee:

- Design Committee Members: Stephanie Williams, Mike Friedhofer, Ken Halverson, Hank Parke, Cheryl Clementi, and Phyllis Vogt
- Review all applications and cost estimates.
- They will determine if the application is complete and if it will meet the historic preservation regulations.
- Will submit written report of their findings and/or recommendations to the Borough Manager.

3. Borough of Somerset:

- Provide an application to those interested in receiving funding to improve their facades/storefronts.
- Provide the guidelines for zoning and/or historic preservation.
- Forward completed applications to the Façade Grant Design Committee for review and evaluation.
- Receive a report from the Design Committee acknowledging that the application either meets or does not meet the guidelines.
- If changes need to be made, we will contact that business describing the changes that need to be made to comply with the regulations set forth.
- Any changes to the original application will again be reviewed by the Design Committee.
- When approval has been made, the Borough will notify the applicant.
- When the project is completed, we will require a copy of the invoice for the total project cost.
- The Borough and Somerset Inc. Design Committee will make an inspection of the work that has been completed.
- Upon the completion of inspection, the Borough will issue a check for the total project cost.

- The Borough will distribute \$30,000 in DCED grant monies and the 50% required match will be paid by the successful applicant.

