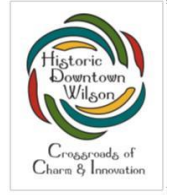




Architectural Assistance Program Application Instructions

Department of Planning and Community Revitalization
112 Goldsboro Street E, Wilson, NC 27893



Purpose: The purpose of the Architectural Assistance Program is to provide business and commercial property owners design guidance when considering the renovation of the exterior façades of the buildings in the City of Wilson’s Municipal Service District. The program encourages good façade design projects which will lead to buildings with high-quality historic design and good craftsmanship, which complement the unique historic character of the building exterior façade, while also introducing compatible new design.

Eligibility: Any owner or tenant of a building located within the Municipal Service District is eligible. Please see included map for district boundaries. Owners and tenants may request assistance separately; however, only one grant may be awarded per property and per project. Any tenant applying for a grant must have the owner’s written permission.

Funds Available: The Architectural Assistance Program is made possible through the Wilson Downtown Development Corporation (WDDC). All accepted participants will receive design services from one of our architects with a value of up to \$1,000.

Application Deadline: There will be two funding rounds for Fiscal Year 2021-2022. To be eligible for review by the WDDC Design Committee and Board, complete applications must be received by **May 14, 2021** or **October 13, 2021**.

Guidelines:

1. Projects will be awarded to those that meet the approval of the WDDC Board of Directors.
2. Assistance provided must meet all code requirements of the City of Wilson and the State of North Carolina.
3. Funds are for substantial building façade improvements, and are not to be used for general and/or deferred maintenance.
4. The Secretary of the Interior’s Standards for Rehabilitation are used as the standard for all proposed façade improvements. Standards attached for reference.
5. Any exterior renovation proposal is eligible to apply, but priority will be given to projects with a high quality of design and workmanship, and which will make a highly visible contribution to the downtown streetscape.
6. Assistance provided will reflect a contemporary solution, which respects the architectural integrity of the entire building exterior, retaining and restoring those elements that enhance the building and surrounding setting.

Criteria:

1. These grants are intended to encourage high quality, lasting building improvements to building façades, which respect and highlight the unique historic character of the building and its surrounding context in present day.
2. One assistance is awarded per building façade improvement project.
3. The WDDC Design Committee and Board of Directors must approve the application. Failure to comply with approved plans could result in the loss of grant funding.

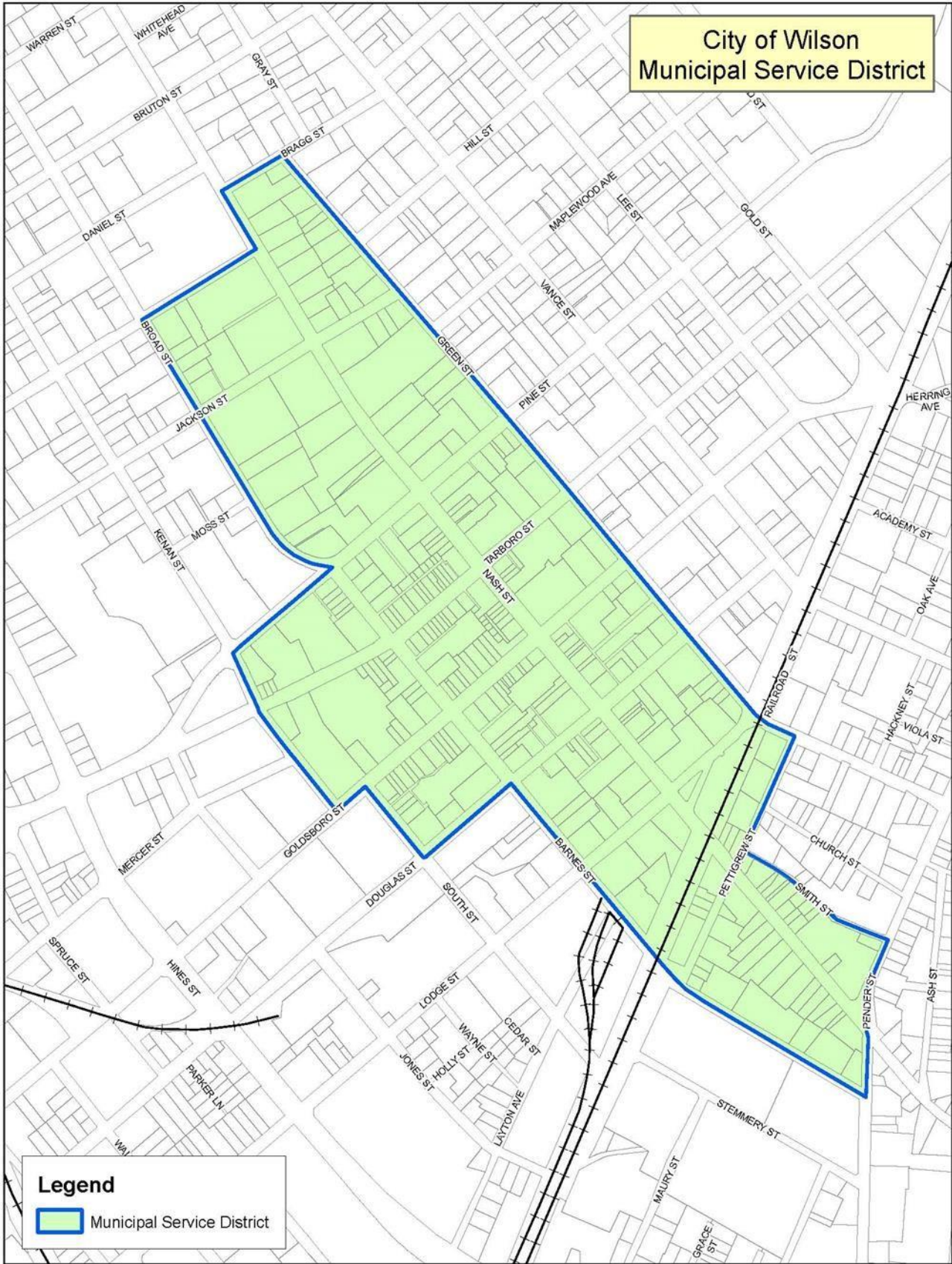
Secretary of the Interior’s Standards for Rehabilitation: 36 CFR 67

The following Standards for Rehabilitation are the criteria used to determine if a rehabilitation project qualifies as a certified rehabilitation. The intent of the Standards is to assist the long-term preservation of a property’s significance through the preservation of historic materials and features. The Standards pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior of historic buildings. The Standards also encompass related landscape features and the building’s site and environment, as well as attached, adjacent, or related new construction. The following Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.


1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.
11. A complete outline of these standards, describing how to appropriately preserve historic properties in working with masonry, wood, metals, roofs, entrances/porches, storefronts, structural systems, spaces/features/finishes, mechanical systems, site, setting, energy, new additions, accessibility, and healthy/safety, can be found at:
<https://www.nps.gov/tps/tax-incentives/taxdocs/36cfr67.pdf>

City of Wilson
Municipal Service District

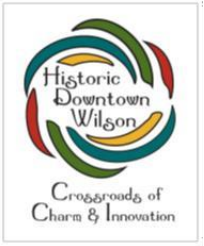


Legend

 Municipal Service District



Façade Grant Application
 Department of Planning and Community Revitalization
 112 Goldsboro Street E, Wilson, NC 27893
 Contact : 252.399.2387 cdenison@wilsonnc.org



Please complete this application in BLACK or BLUE ink only. PDF Autofill accepted.
Illegible/incomplete applications will be returned to the applicant.

Property Address: _____

Property Owner: _____

Applicant: _____

If applicant is not the owner, a signed agreement authorizing the work must be attached as part of the application.

Mailing Address: _____

Phone: _____ Email: _____

Current Use of Building: _____

Proposed Use of Building: _____

Description of desired upgrades and future use (if known) to give Architect guidance:

Required Attachments

Please check mark next to each item, as required, to show it has been included in application packet.

- Current color photograph of building.
- Historic photograph of building.
- Written permission from property owner authorizing work, if applicable.
- Signed lease agreement, if applicable.

Please initial next to each item.

_____ I understand that no work shall begin prior to application or prior to notification of acceptance, acceptance with conditions, or rejection. Doing so will disqualify me from this assistance opportunity.

_____ I understand that the WDDC will provide me architectural assistance with one of their architects for a value of up to \$1,000.

Applicant Signature: _____

Date: _____

Printed Name: _____

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