



**City of Weston**  
Facade Grant



**PROJECTS UP TO \$5K CAN QUALIFY FOR  
UP TO \$2,500 IN MATCHING FUNDS**

# FACADE GRANT PROGRAM



**Overview**

## About Us

The facade grant program has been developed to assist with the rehabilitation and maintenance needs of buildings and homes in Weston, WV.

A well-maintained community attracts visitors, promotes retail activity, and elevates community pride.

## Application Deadline

All applications must be received by July 31st, 2023.  
All projects must be completed within six months of award date.

## What it is:

- Improvements ✓
- Restoration ✓
- Painting ✓
- Roofing ✓
- Maintenance ✓

**APPLY NOW**

Visit Our Website



Contact Us

**304-269-6141**



**CityofWestonWV.com**

## **City of Weston Facade Grant Program**

The Facade Grant program provides limited financial assistance to businesses, private residential and commercial property owners interested in renovating the facade of their buildings. The objective of the Facade Improvement Grant Program is to assist businesses and residential property owners with improving their facade appearance. The program provides 50% reimbursement to commercial or residential properties with a maximum grant funding request not to exceed \$2,500. For example, if an applicant is approved for the program and undertakes \$5,000 of improvements, the amount of assistance made available would be up to \$2,500. To receive the maximum assistance of \$2,500 the building owner would need to invest at least \$5,000 in improvements to obtain the \$2,500 reimbursement.

The grant will be provided in the form of a reimbursement of eligible costs incurred and paid utilizing a construction draw process, once the improvements have been completed, inspected, and approved. The approved applicant shall submit all paid invoices to the Historic Landmark Commission before any reimbursement can be provided. Selected eligible applicants must complete the facade improvement project within a six-month period following project approval and date of the notification letter. Access to the facade assistance program will be on a first come, first served basis in answer to an advertised notice. Applications will be selected by the Facade Grant Committee comprised of representatives from the Weston Historic Landmark Commission and the City of Weston, WV.

### **Who can Apply for Funding?**

Those who own property/building within city limits can apply for funding assistance. The project site must be located within the City of Weston. What Improvements are Eligible for Funding? Improvements must include the facade of the building facing a primary street orientation or if on a corner lot, the facades facing the two streets of primary orientation. Examples of eligible improvements include:

- Replacement or repairing of brickwork, plaster, or wood siding, including painting, cleaning, and repainting, and roof replacement
- Replacing, repairing, or relocating storefronts, doors, windows, parapets, or cornices, including the removal of extraneous elements or inappropriate or incompatible exterior finishes or materials.
- Change of exterior lighting, or additional exterior lighting
- Repairs, addition, or installation of awnings, visible roof, trim or mill work.
- Painting and general facade improvements.
- Installation or improvement of permanently installed signage. Also, signage must be a permanent installed feature of the facade and may not be portable or removable.
- Structural landscape improvements such as steps, sidewalks and fencing all proposed projects must follow current City of Weston Codes including but not limited to building codes, property maintenance codes, historical codes, and any applicable zoning codes. All necessary permits must be pulled for this project.
- For any project to be approved all municipal fees, city taxes, property taxes and B&O taxes must be current.

Grant awards depend on available funding and will be reviewed annually.

Initials \_\_\_\_\_

## GRANT APPLICATION

**Committee Use Only** Date Received: \_\_\_\_\_

Please complete all information below:

Approve/Not Approved (Circle) Date Approved: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

Applicant Phone Number: \_\_\_\_\_

Name of Business (if applicable) \_\_\_\_\_

Business/Property Location Address: \_\_\_\_\_

Property Owner(s) Name: \_\_\_\_\_

Total Cost of the Facade Project (include expense quotes where applicable): \_\_\_\_\_

Amount of Request (must be at least 50% of the total cost of the facade project): \_\_\_\_\_

**Details of Facade Project (provide a detailed scope of the facade project):**

Please attach any documentation including, but not limited to written descriptions and drawings, photographs, contractor estimates and other graphic information necessary to completely describe the project. Please read the following: The commitment of grant money for an awarded project expires six months from the approval date as noted on the application. For reasonable project delays, the expiration date may be extended by the Facade Grant Committee for all extensions. Any extension must be submitted by the applicant in writing to the Facade Grant Committee expressing the reason(s) for an extension. All extensions shall be approved by the Committee. Applications are accepted on a rolling basis until all appropriated funding is exhausted or a new round of funding is available. This is to certify that the proposed project described above meets the requirements necessary for application for a Facade Grant.

Your application should include the following items:

- 1) Scope of work to be completed
- 2) Project budget
- 3) Project timeline including start and completion dates
- 4) Who will complete the work
- 5) Explain how your project will improve the overall streetscape or visual appeal of your neighborhood.
- 6) Is this property historic in nature, will your project improvements maintain the historic character of the property
- 7) You must certify that you have funds to complete the project in full before obtaining reimbursement for improvements. Can you provide proof of funds if awarded the grant.
- 8) Pictures and drawings if applicable
- 9) You must initial each page of this application and ensure all signature lines are complete for your grant to be considered. (HAVE YOU INITIALED ALL PAGES)

Initials \_\_\_\_\_

Name of Applicant (Print):

---

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

If the applicant does not own the property, the application requires the name and signature of the property owner of record authorizing the facade improvements Name of Property Owner of Record (Print):

---

Signature of Property Owner of Record: \_\_\_\_\_ Date: \_\_\_\_\_

Please return the completed Facade Grant Application to the following address:

City of Weston Historic Landmark Commission Attn: Facade Grant Program Application, 102 N 2<sup>nd</sup> St  
Weston WV 26452. For questions regarding the program, please contact 304-269-7824.

The City of Weston and the Weston Historic Landmark Commission are not liable for any work completed in conjunction with this grant application. The property owner assumes all liability for work completed and is expected to follow all state and local ordinances.

If you receive a grant award notification you will be required to complete a contract before the award is in effect.

Initials \_\_\_\_\_