

Façade Improvement Grant Application and Review Process

The Town of Aberdeen's Planning and Inspections Department approves Façade Improvement Grant applications. Decisions by the Planning Department are final. Applications deemed as 'Major' work are subject to an approved Certificate of Appropriateness (COA) by the Historic Preservation Committee (HPC).

1. Applications must be submitted with a completed Certificate of Appropriateness.
2. The Planning Department will determine if the proposed project is 'major' or 'minor'.
 - a. 'Minor' projects are approved by the Planning Department
 - b. 'Major' projects must be approved by the Historic Preservation Commission during their regular monthly meeting on the third Monday of each month at 4:30pm.
3. The Planning Department (or the HPC)will either approve the application, or:
 - a. Notify you of the reasons the application was not approved.
 - b. Recommend minor changes be made to the application before granting approval.
4. Zoning Compliance and/or Building Permits may be required before any project can be started. Consult with Planning Department staff once the Façade Improvement Grant and COA have been approved.

RETURN TO:

*Town of Aberdeen (Attn: Christian Haas)
115 N. Poplar Street – PO Box 785
Aberdeen, NC 28315*

Note: Only complete applications including attachments will be considered.

Façade Improvement Grant Application

Name(s):

Property Owner

Business Tenant

Contact Info

Phone: _____ Email: _____

Address of Project: _____

Building Owner and Address: _____

Describe Your Project

Estimated Start Date: _____ Estimated Completion Date: _____

Estimated Project Cost: _____

Attachments (Must be included for application to be considered)

1. Sketch or drawing of proposed project (Professional sketch not required)
2. Photo(s) of your project site (Printed and/or digital photos are OK)
3. Sample of finishes (i.e. paint chips, awning swatch, siding, trim, etc.)
4. Written cost estimates from a qualified professional (Final cost documentation required upon completion)

Signature of Applicant and Date: _____

Signature of Building Owner (if different): _____

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