

CITY OF ORANGEBURG

Facade Grant Program Guidelines



CONTENTS

01. Introduction

Overview

02. Existing Conditions

Overview of Issues

Common Issues

Landmarks

03. Facade Guidelines

Glossary

Signage

Awnings

Lighting

Storefront System

Nonstandard Facades

04. Style Guide

Style Guide

Historic Features

Facade Improvement

05. Facade Grant Application



01 INTRODUCTION

The purpose of this document is to give general guidance to the redevelopment of buildings in the downtown area of Orangeburg, specifically those along and adjacent to Russell Street. This is not intended to be a detailed study of design requirements for redevelopment and renovation, rather it is a document that offers general direction.

The document is organized into several sections which work from broader issues to more detailed guidance. It describes the current conditions, as well as challenges facing the area, and it provides a framework for the design process across the various building types and building styles. It also provides information on programs that support redevelopment.

- **Improve** All designs should produce better buildings.
- **Enhance** Renovate to make the buildings better.
- **Protect** Ensure there is little or no loss of key historic assets.
- **Promote** Use the buildings to tell the story of Downtown Orangeburg.

Good Design Makes Commercial Corridors Stronger

Great downtowns, and great towns, are supported by great design. Russell Street and Downtown Orangeburg have strong assets, great buildings, and a good public realm. To ensure economic growth and stability, these assets must be incrementally improved to create a strong economic foundation that allows the area to thrive. Each building improvement should support this goal, leading to an overall improvement of the area.



“Residents, customers, and visitors are drawn to physically attractive commercial corridors.”

02 EXISTING CONDITIONS

Much of Russell Street, and the adjacent side streets, has very good buildings that have 'good bones', but are either in need of repairs or more comprehensive renovations. One of the key areas of upgrades that will benefit both the individual businesses, as well as the overall character and feel for the area, is a comprehensive plan for renovation of the building facades.

Currently there are many interesting and valuable storefronts and other unique buildings, but they are not all working together to form one harmonious, refined backdrop for a highly active downtown. There is work to be done across the entire study area to allow the district to live up to its potential.



EXISTING CONDITIONS

COMMON ISSUES

01. SIGNAGE
Missing | Damaged Signage
Noncontextual Signage

02. AWNINGS
Missing | Damaged Awnings
Noncontextual Awnings

03. LIGHTING
Missing | Damaged Lighting
Noncontextual Lighting

04. STOREFRONT
Missing | Damaged Storefront
Noncontextual Storefront

05. WINDOWS
Missing | Damaged Windows
Noncontextual Windows

06. HISTORIC DETAILS
Missing | Damaged Historic Details
Covered Facade



EXISTING CONDITIONS

COMMON ISSUES

Within the existing spaces around Russell Street, there are a variety of common issues surrounding signage, lighting, awnings, storefront design, and detailing which can be adjusted in a variety of ways to elevate the area as a whole.



01.1

MISSING/DAMAGED SIGNAGE

Signage that has been damaged should be removed or restored to appropriately indicate the proper information.

01.2

NONCONTEXTUAL SIGNAGE

Signage not relating to the storefront or its surroundings should be removed. All signage should be used as an opportunity to identify or direct.



02.1

MISSING/DAMAGED AWNINGS

Awnings should be used to protect the storefront, windows, doorways, and people from adverse weather and sunlight.

02.2

NONCONTEXTUAL AWNINGS

Awnings should align with the storefront framing and feature styles. Any out of place awnings should be refurbished or replaced.



03.1

MISSING/DAMAGED STOREFRONT

All storefront system components should be restored or refurbished. Storefront framing can set the tone for the user experience.

03.2

NONCONTEXTUAL STOREFRONT

In order to create a more harmonious context backdrop, it is important that every storefront works together. Any out of place storefront should be redefined to fit the tone of the downtown.



EXISTING CONDITIONS COMMON ISSUES



03.3

INFILLED STOREFRONT

Boards and other objects should be removed from any infilled storefronts in order to start restoring the space.

04.1

NONCONTEXTUAL LIGHTING

Lighting is a tool best used to reveal signage and illuminate window displays. Lighting should follow the style and aesthetic of the storefront.



05.1

MISSING/DAMAGED WINDOWS

Boards should be removed from all windows and replaced with proper materials. Any surrounding window damage should also be restored.

05.2

BOARDED UP DOORS

Boards should be removed from all doors and replaced with new doors. Any damage to the storefront or frames should also be addressed.



06.1

DAMAGED HISTORIC DETAILS

Historic details that have been damaged should be gently restored. Any historic details that cannot be restored should be carefully replicated to preserve the building's character.

06.2

COVERED FACADES/DETAILS

Remove any components covering unique details and historic building fabric. Details present an opportunity to develop the downtown's identity.



EXISTING CONDITIONS

LANDMARKS

Across the downtown there are a number of facades that will not neatly fit into the more standardized examples. In these cases creative solutions for renovation and rehabilitation will be required. Below are some examples of exceptional conditions and guidance on how to address each.



ALL STAR BOWLING

The All Star Bowling Alley is historically noted for its role in the Orangeburg Massacre. The original owner Harry K. Floyd refused to allow people of color to use the bowling alley creating tension to feed the tragic event.

STEVENSON AUDITORIUM

Stevenson Auditorium was built in 1927 along with City Jail, City Hall, and police headquarters. The auditorium took a prominent place in the city's history through hosting community events, concerts, and movies.



DUKES-HARLEY FUNERAL HOME

In 1896 W. Hampton Dukes worked to establish the Dukes Undertaking. Clifton Harley, in 1927, joined him in his successful business. The last member of the funeral home joined in 1930, I.S. Harley, and it then became known as the Dukes-Harley Funeral Home.

RAILROAD CROSSING

Orangeburg's railroad crossing sits in between two nearby universities and the downtown area. This gives Railroad Crossing a unique expression as the city's gateway.



ANGLICAN CHURCH OF THE REDEEMER

John Giessendanner established Orangeburg's first Anglican church in 1750. From 1854-55 the church was built and then later moved in 1895 to its current site.

FIRST BAPTIST CHURCH

Commonly known as the "Church on the Square", First Baptist Church was established in July of 1860. In 1960, the church was established in Downtown Orangeburg.



03 FACADE GUIDELINES

Building facades are comprised of a series of elements which work together to create a unique look and experience for each space. When designed successfully, a building facade has the capability to draw customers in, advertise businesses, and help develop identity.

As Orangeburg's facades continue to be restored to their potential, they will create a successful character unique to Orangeburg's downtown area.



FACADE GUIDELINES

GLOSSARY

01. AWNING

Awnings protect merchandise and customers from sunlight and poor weather. They should be at a size and scale appropriate for the building and should never block upper floor windows.

02. BULKHEAD

Bulkheads sit at the base of the storefront and provide a platform for display windows. They are often made of wood, metal, stucco or ceramic tiles.

03. STOREFRONT CORNICE

A unique design feature that keeps rainwater off the storefront.

04. DISPLAY WINDOWS

These are large windows used to advertise store merchandise. Shop owners should avoid cluttering the windows with large signs and posters. Small decals are an effective alternative.

05. LIGHTING

Lighting should be used to illuminate the signage and display windows. Good lighting is both eye catching to shoppers and enhances safety.

06. SECURITY

Metal grating that rolls down the front or behind the display windows providing security when the store is closed.

07. SIGNAGE

Wall signs are the best way to advertise the name of the business. Sign text should be kept simple, and only include business name, address, and phone number.

08. TRANSOM WINDOW

Small windows located above the door(s) and display windows. They allow extra light to enter the store and should be kept clear of opaque materials and air conditioning units.

09. WINDOWS

Upper floor residential windows should be free of signs and advertisements. Existing trim details, such as the sills and lintels, should be preserved and maintained.

10. BUILDING CORNICE

Usually made of lightweight pressed metal, this unique architectural feature is found on the top of the building. Besides serving a decorative function, the cornice helps keep rainwater off the building facade.

11. PROJECTING SIGNAGE

For upper floor businesses, projecting or "flag" signs can effectively advertise the business without blocking upper floor windows or damaging brickwork.

12. BRICK, STONE AND TILEWORK

Unique architectural features should be preserved and highlighted.



FACADE GUIDELINES

SIGNAGE

When considering your signage, a simple design is usually the most effective both aesthetically and economically. Too many decals or signs clutter the display window blocking the view inside the store. Usually a simple, easy to read sign displaying just the business name is the best design. Keep in mind, the more information on the sign the more the sign installer or vendor will charge. So, if you do not want to break the bank, keep it simple!

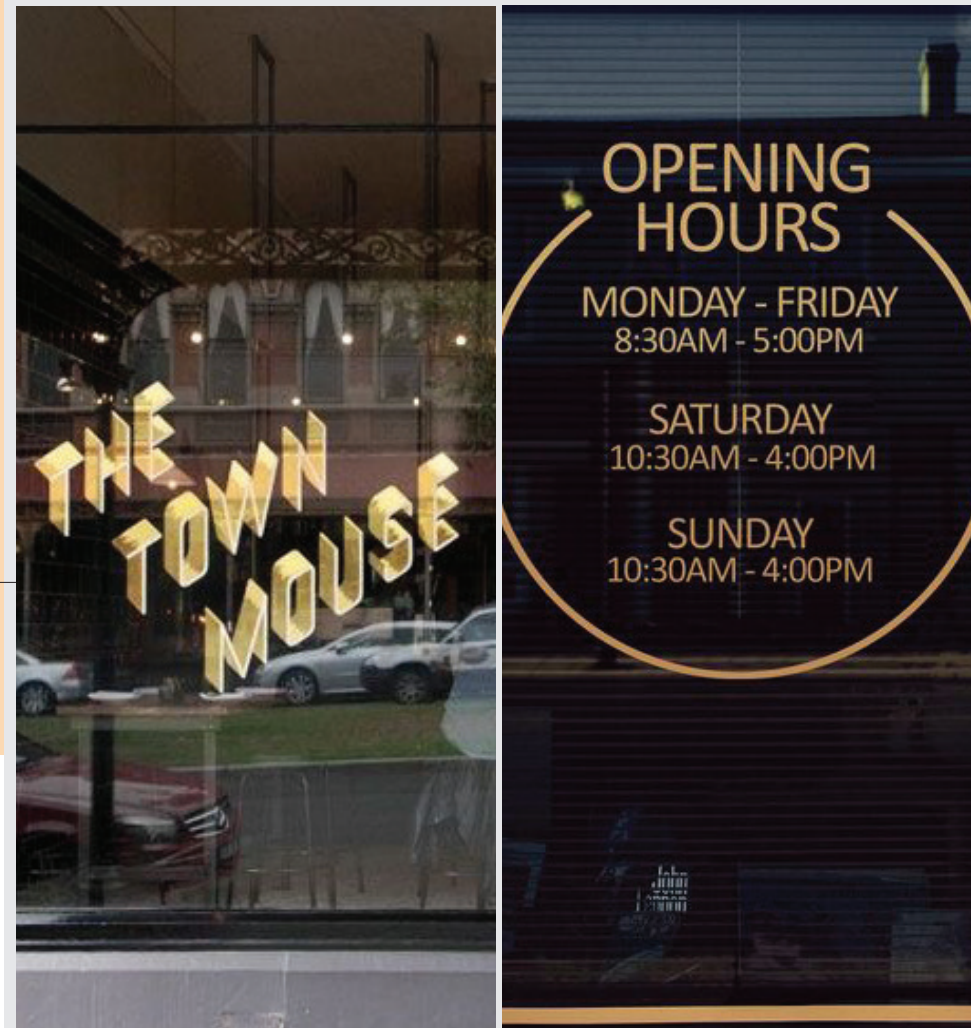
CHANNEL LETTERS or 3D SIGNAGE

Cut from metal or plastic these three-dimensional signs are often illuminated and usually mounted to a sign panel but can also be mounted directly to the building facade.



WINDOW DECALS

Cost-effective window decals come in a variety of font styles and can be customized to include a company logo or other artwork.



PROJECTING SIGNAGE

Projecting signs or blade signs are an excellent way to attract customers that are down the block or not directly in front of the store. These small signs are mounted or hung perpendicular to the building.



GATE BOX

Made of durable steel, a gate box provides a smooth surface for a unique, low-cost painted sign. Before deciding on a sign painter make sure to receive a draft of the sign design.

FACADE GUIDELINES

AWNINGS

Awnings provide customers shelter from rain and protect merchandise from overexposure to the sun. The size and scale of the awning should match the storefront framing. **Awnings should never cover architectural features or block upper floor windows.** Like signs, a simple awning design is most effective at drawing in customers and usually the more affordable option.

FIXED AWNINGS

Durable and easy to maintain, fixed awnings should be constructed of high-quality, weather resistant canvas. The awning should align with the second floor window sill or the bottom of the storefront's sign.

RETRACTABLE AWNINGS

Retractable awnings offer a vintage look and allow business owners to close the awning during storms or when the business is closed. They are popular among retailers that have sidewalk sales or restaurants with temporary seating.



FACADE GUIDELINES

LIGHTING

Lighting should enhance the storefront and illuminate key features, such as the sign, entrance, and display windows. Good lighting advertises the store's products and allows customers to see **inside the store.** The scale and style of the light fixtures should be consistent with the storefront and building aesthetic.

NEON LIGHTING

For a retro-inspired look, consider this lighting type for projecting signs or signboards. They should not be used above upper level window sills if there are residential units present.

INTERIOR LIGHTING

Interior lighting should advertise the store's products and should successfully illuminate sidewalk.

SECURITY

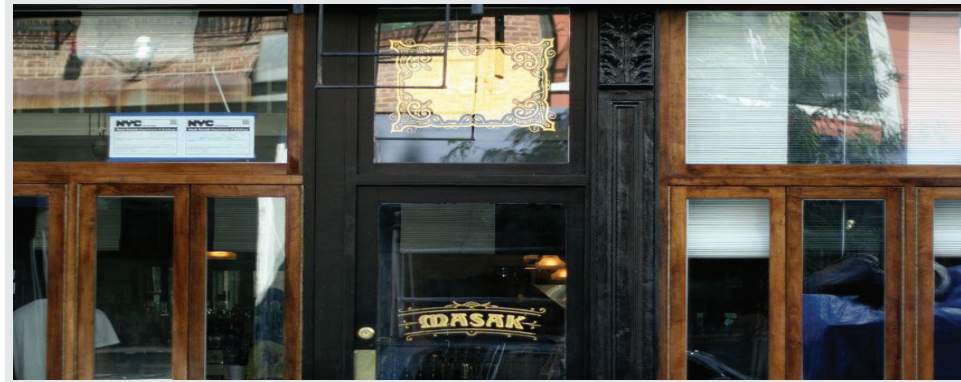
Protecting a storefront from vandalism and theft is an important consideration during the design process. Computer-based security systems, cameras, and steel roll-down gates all provide business owners the protection their storefront and customers need.



FACADE GUIDELINES

STOREFRONT SYSTEM

Storefront framing consists of window bulkheads and solid frames. The most common materials used for bulkheads and framing are wood and metal, but masonry can also be used.



WOOD FRAMING

Wood is a great material to use for storefront framing. As most associate wood with nature, it provides an opportunity for the material to add warmth and texture to a space.

DISPLAY WINDOW

Display windows provide an opportunity to display merchandise. They should create visibility as well as allow daylight to reach into the space.



METAL FRAMING

Metal framing materials can be advantageous to a storefront system because of the durability and the variety of design possibilities.

TRANSOM WINDOW

Transom windows are smaller windows placed on the top of storefronts. They provide an opportunity to let in additional daylighting and should be clear of any objects preventing this.



BULKHEAD

The purpose of bulkheads is to create a platform for display windows to showcase merchandise. Most bulkheads are made of wood or metal and should be of appropriate proportions to the storefront.

MULTI-PANE WINDOW

Multi-pane windows can create a more vintage aesthetic as this was a common occurrence in some of the first display windows.



FACADE GUIDELINES NONSTANDARD FACADES

Across the downtown there are a number of facades that will not neatly fit into the more standardized examples. In these cases creative solutions to renovation and rehabilitation will be required. Below are some examples of nonstandard conditions and guidance on how to address each.

BUILDING SETBACK

By opening up the space in front of the store, you can allow further visual and physical accessibility. One great way to do this would be to adjust the location of the parking spaces and repurpose parking to outdoor seating.



OPENINGS/ACCESSIBILITY

Something important to be aware of when creating space is dead ends and closed off areas. This space could be improved through opening up these walls and bringing in light.



TRANSITION BUILDINGS

Buildings which retain formal elements can be transitioned to accommodate a retail or restaurant space.



FACADE GUIDELINES NONSTANDARD FACADES

OUTDOOR USE

By adjusting spaces adjacent to building storefronts you can allow for more customer interaction with businesses, particularly through adjusting parking and sidewalk interruptions.



INDUSTRIAL STYLE

A few great ways to refurbish an industrial style building is through cleaning up the storefront, adding glass display windows or doors, and allowing for more open space.



FORMAL STYLE

Many formal buildings offer a clean and well styled space which can be repurposed.



04 STYLE GUIDE

The variation in style of buildings in a downtown environment can lead to a balanced harmony across an area of the city. This is particularly important across a regeneration project such as Russell Street. The goal of the style guide is to provide guidance in the design and renovation process, while also allowing for the rich differences that can emerge as the program unfolds.

As Russell Street and environs continue the renovation process, the guide will help to ensure a qualitative consistency across all projects, while not compromising vibrancy and creativity.

FACADE GUIDELINES

STYLE GUIDE

As the City of Orangeburg works to improve the downtown area, it is important to understand the original style of each building and how that impacts the restoration and renovation process. As you renovate these spaces, there are appropriate measures to maintain the original style of these older buildings.

TRADITIONAL

Traditional building styles tend to use modest details highlighting symmetrical elements. It is common to use easily accessible materials which also creates a cost-effective design.



TRADITIONAL

Traditional elements typically include easily accessed materials such as wood or brick. These materials are used simply and typically to allow light into the interior space.

STREAMLINE MODERNE

Streamline Moderne style is characterized through long horizontal lines and curving forms. This style is largely influenced by aerodynamics.



STREAMLINE MODERNE

Commonly seen features within the Streamline Moderne style typically include glass brick walls, long horizontal lines, and curved elements.

MID-CENTURY

Overall concepts within Mid-Century style include clean, minimalist design as well as blending the idea of interior and exterior spaces. Common characteristics include flat planes, angular features, and large windows.



MID-CENTURY

Typically a Mid-Century storefront will have large open windows, flat planes, and strong angles.

FACADE GUIDELINES TRADITIONAL

OVERALL FACADE

Symmetry is a common theme pictured in Traditional styles. It is also common to see rectangular windows and simple roof-lines to complement other symmetrical elements.

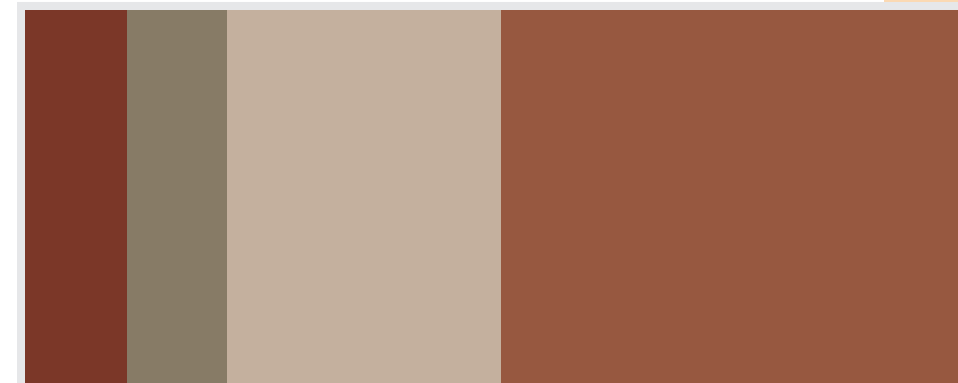


EXAMPLE 1

SW 0014 - Sheraton Sage
SW 2822 - Downing Sand
SW 2814 - Rookwood Antique Gold
SW 2856 - Fairfax Brown

STOREFRONT

Traditional storefronts are typically visually separated from the floors above. It is common to see large display windows that allow lots of natural light in as well as recessed entrances to draw in people off the sidewalk.



EXAMPLE 2

SW 2808 - Rookwood Terracotta
SW 2805 - Renwick Beige
SW 2820 - Downing Earth
SW 2839 - Roycroft Copper Red

DETAIL

Traditional styles tend to have modest details and easily accessed materials. Commonly used materials include wood, brick, plaster, stucco, and stone.



EXAMPLE 3

SW 2844 - Roycroft Mist Gray
SW 2845 - Bunglehouse Gray
SW 2848 - Roycroft Pewter
SW 2846 - Roycroft Bronze Green

FACADE GUIDELINES
STREAMLINE MODERNE

OVERALL FACADE

Concrete and smooth white or light pastel coloring are common facade characteristics of this style. It is also common to see flat roofs and an overall horizontal orientation.



STOREFRONT

A storefront with Streamline Moderne characteristics would typically replace sharp edges with rounded corners and windows. It is also common to see glass brick walls.



DETAIL

Details included in Streamline Moderne design typically include horizontal lines or textures, metal accents, and overall non-ornamental features.



FACADE GUIDELINES
STREAMLINE MODERNE
COLOR EXAMPLES

EXAMPLE 1

- SW 0065 - Vogue Green
- SW 0066 - Cascade Green
- SW 0067 - Belvedere Cream
- SW 0070 - Pink Shadow



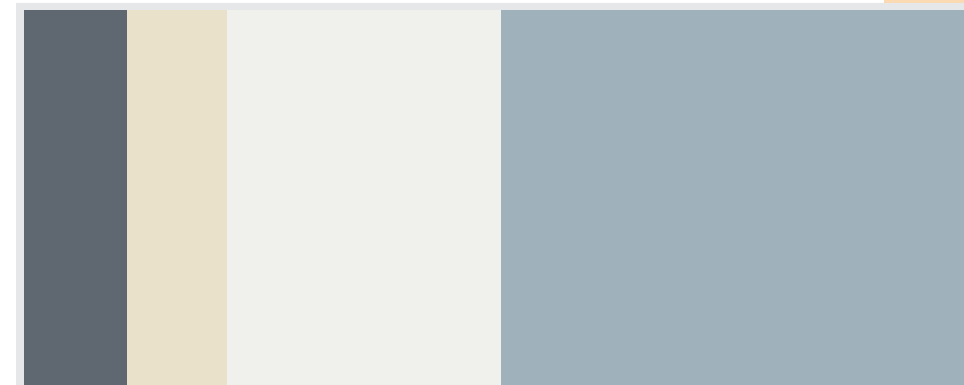
EXAMPLE 2

- SW 0069 - Rose Tan
- SW 0070 - Pink Shadow
- SW 0071 - Orchid
- SW 0072 - Deep Maroon



EXAMPLE 3

- SW 7601 - Dockside Blue
- SW 7006 - Extra White
- SW 6413 - Restoration Ivory
- SW 7602 - Indigo Batik



FACADE GUIDELINES MID-CENTURY

OVERALL FACADE

Many features seen on a Mid-Century facade support the concept of blending the interior and exterior spaces. One example of this being floor to ceiling windows and keeping a flat plane to blur the transition between spaces.



STOREFRONT

A Mid-century style storefront would commonly be characterized by large windows and an overall minimalist design. Mid-Century has a large focus on functionality.



DETAIL

Flat planes and angular features as well as an overall asymmetrical face are common on a building in this style. It is typical to see minimal ornamentation.



FACADE GUIDELINES MID-CENTURY COLOR EXAMPLES

EXAMPLE 1

SW 6100 - Practical Beige
SW 2861 - Avocado
SW 6360 - Folksy Gold
SW 6096 - Jute Brown

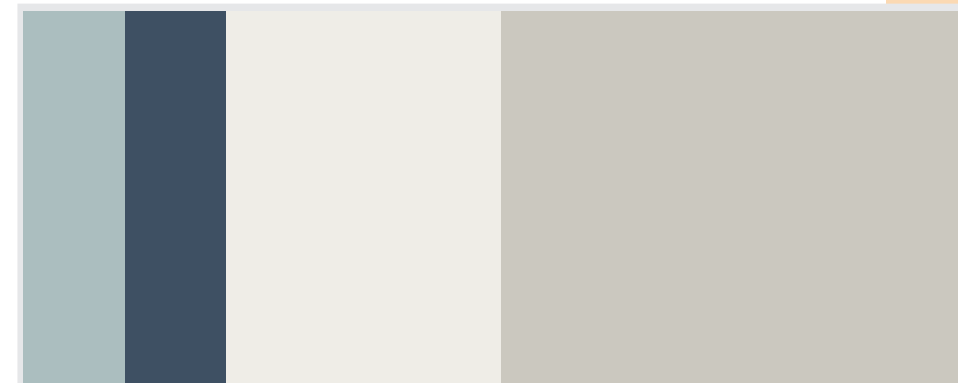


SW 7701 - Cavern Clay
SW 7536 - Bittersweet Stem
SW 6055 - Fiery Brown
SW 6375 - Honeycomb



EXAMPLE 3

SW 7015 - Repose Gray
SW 6098 - Pacer White
SW 7602 - Indigo Batik
SW 6219 - Rain



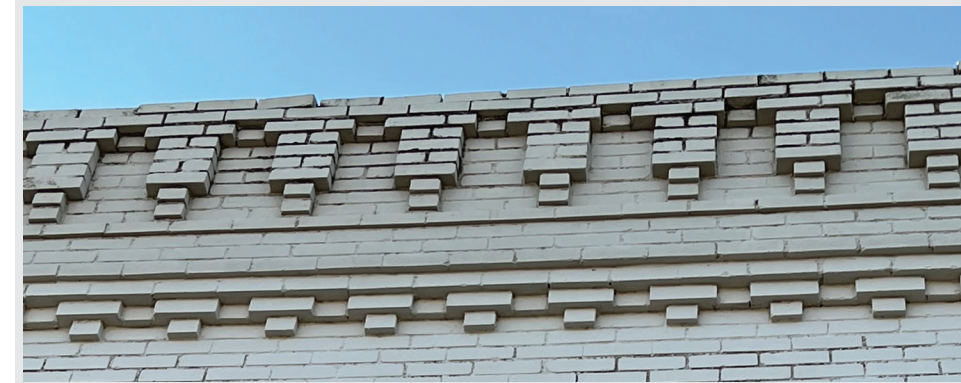
FACADE GUIDELINES

HISTORIC FEATURES

Preserving or restoring your building's unique architectural details is an easy and cost-effective way to make a storefront stand out. Cornices, tiling, decorative lintels, carved wood and stonework should be preserved whenever possible.

CORNICES

Most cornice restorations can be done by simply power washing, priming and painting the cornice. If your building's cornice has been removed a metal fabricator can often reproduce the cornice based on the original design.



DECORATIVE BRICK PATTERNS

Brick can offer a wide variety of colors, patterns, and textures for many facades. It is also easily accessible as well as relatively easy to maintain.

SILLS & LINTELS

The sills and lintels provide a decorative function for the building's windows. The lintels' ornate designs and carvings should be preserved or replicated whenever possible.

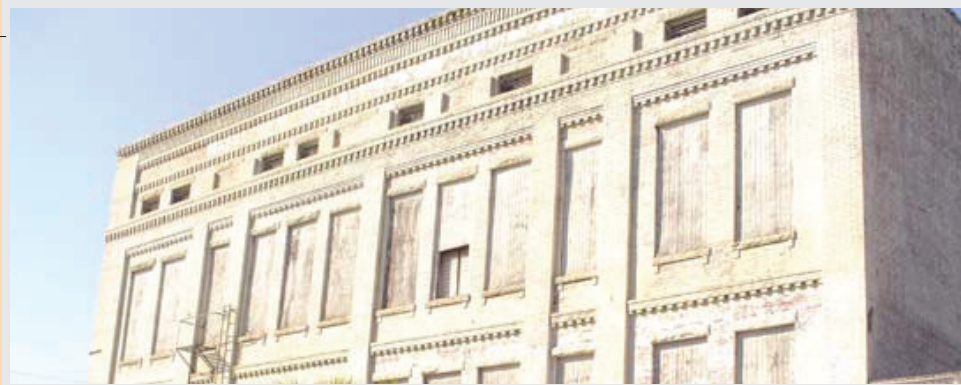


DECORATIVE MILLWORK

Typically, ornamental millwork is made from wood or plaster. It is common to see decorative millwork as accent pieces as it can bring a historical aspect to the building.

STONE, BRICK & TILEWORK

Carved stone, engraved tiles, and detailed brickwork should be preserved and highlighted. These ornate features are what makes a building unique and memorable.



DECORATIVE APPLICATIONS

Elements added to building facades for the purpose of enhancing the historical quality is why preserving or restoring decorative applications is particularly important.

FACADE IMPROVEMENTS

EXISTING STOREFRONT

In order to begin improving facades in Downtown Orangeburg, it is important to reveal and reflect the original style of these buildings. In this example, this facade has been compromised due to a series of inappropriate renovations regarding the awning, poor paneling, and signage.



OPTION 1

The updated signage and awning along with the new storefront draws in people off the sidewalk.



FACADE OPTIONS

The images below show a variety of design tools one can use to elevate facade and storefront design to draw in more people off of the sidewalk. Some examples of tools include signage, awnings, open display windows, and purposeful lighting.



OPTION 1-A

Another awning option is shown as well as a multi-pane window entry.



OPTION 2

This is an example of a new awning, a multi-pane window entry, and large, open display windows which allows a wide view to the merchandise within the store.



OPTION 2-A

Another option for this example is using purposeful lighting, projecting signage, and allowing lots of visibility into the store.

05 FACADE GRANT

The following chapter contains the application criteria and forms for submission to the Facade Grant program.

FACADE GRANT



Facade Grant Program

Program Overview:

The City of Orangeburg Facade Grant Program has been designed to encourage enhancement and investment to the revitalization efforts of Downtown Orangeburg. This program provides financial and technical assistance to downtown property and/or business owners for the purpose of Facade improvements that adhere to the Facade Grant Program Guidelines.

Eligible Applicants:

Eligible applicants include owners of commercial properties and owners/managers of businesses located in the Historic Downtown Orangeburg District within the City of Orangeburg. Business owners/managers who are leasing a building, for which improvements are proposed, must submit an Owner Consent Form with their completed application. Only businesses whose existing use is allowable by the City's current codes and regulations are eligible for funding through the program. The City reserves the right to deny funding to applicants who are delinquent on payment of taxes, fines, fees, or licenses. Applicants have a waiting period of two years from a successfully completed project to apply for a second grant and will be considered only after new applicants have been considered. A second award at this point is the final award in this program. Under no circumstances will work be looked at as a continuation of an existing project, and all work from the original grant awarded must show it has been maintained.

Eligible Expenditures:

Expenditures eligible for reimbursement include those solely related to exterior building improvements (cosmetic and/or structural) that address the following design elements as outlined by the Facade Guidelines:

- Signage
- Awnings
- Lighting
- Storefront and Windows
- Historic Details

Nontraditional styles will be reviewed on a case-by-case basis.

Fees for architects, engineers or other design consultants are also eligible expenditures not exceeding 5% of the overall project cost. Any engineered or architectural drawings must be completed by licensed professionals.

Funding Levels:

The program provides a one-time reimbursement grant for projects in three tiers:

Tier I: Addresses one design element or architectural planning and grant total must not exceed \$5,000

Tier II: Addresses two or more design elements and grant total is more than \$5,000 but must not exceed \$15,000

Tier III: Addresses three or more design elements and grant total is more than \$15,000 but must not exceed \$25,000

Funding Match:

Tier I: No match required

Tier II: 15% match required

Tier III: 25% match required

Application Process:

- Eligible applicants are encouraged to request an informal review of the project by program administrator prior to submitting a completed application. Complete application packages will be accepted on a rolling basis until funding has been exhausted. At this time the City of Orangeburg has committed \$50,000 to Tier I projects and \$250,000 to Tier II & III projects.
- Application Package must include the following or will not be considered:
 - Completed Application
 - Photographs of existing building and site
 - Plans and/or elevations of proposed improvements
 - Detailed description of materials including color schemes
 - Detailed cost estimates/bids for proposed improvements
 - Property Owner Consent Form (only if applicant is not the property owner)
- Following review of the application package, applicants will receive written notification stating whether the application was approved as submitted, approved with changes, or disapproved within 30 days of the application.
- Program administrator has the authority to request modifications of a proposed design to ensure the appearance of the site or building will be in compliance with the design guidelines.
- Program administrator reserves the right to request further information from the applicant and/or visit the applicant's property to evaluate the merit of applicant's proposed improvements.
- All applications must be approved in writing prior to the commencement of work.

General Requirements:

- All work must be done in accordance with any applicable design guidelines, all applicable local, state and federal codes, rules and regulations.
- All records supporting the costs and components of program-assisted improvements shall be maintained for a period not less than three (3) years following completion of the program agreement period, agreement termination, or default, whichever shall first occur.
- Applicants must adhere to all City of Orangeburg building codes and regulations including business licenses and building permits.
- Applicants agree to place a Facade Grant Program Recipient sign at the construction site throughout the project and for a minimum of 180 days upon completion of the project.

FACADE GRANT

Distribution of Grant Funds:

Reimbursements - All assistance is on a reimbursement basis following completion of the project. The total reimbursement for all forms of facade improvement assistance shall not exceed the total award amount as deemed by approved application. Applicants who are approved for funding must document all expenditures and provide the program administrator with proof of payment to include receipts, paid invoices and copies of canceled checks for all eligible improvements within 30 days of completion. All contractors must have current City Business Licenses before work begins. Failure to do so may void your grant and/or delay payment. Tier I and Tier II work must be completed within 180 days of the grant award. Tier III projects are to submit a timeline for approval. Once construction is complete, the program administrator and City Building Official will visit the project to ensure that it complies with the approved plans and that building inspections have been completed. The applicant will then be provided with a one-time reimbursement for the approved amount. Reimbursement checks will be issued by the City of Orangeburg.

Default & Remedies

- *Default* - A recipient shall be considered in default and the balance of financial assistance immediately due and payable upon failure to properly maintain the facade after improvements are completed, delinquent property taxes, or failure to operate in compliance with all applicable local, state, and federal codes, laws, and regulations for a period of two years of the date the grant was awarded.
- *Remedies of Default* - The City may take whatever action by law, or in equity, as may appear necessary or desirable to collect any outstanding balance or to enforce the performance and observation of any other obligation or agreement of the recipient.

FACADE GRANT AREA MAP



Facade Grant Area

For More Information, Please Contact:

Downtown Orangeburg Revitalization Association
(803)531-6186
Candice Roberson, IOM
Executive Director
Downtown Orangeburg Revitalization Association

Or

City of Orangeburg Administration
803-533-6000

Or visit our website at:

<https://www.orangeburg.sc.us/news/facade-grant-program-guidelines>



**Façade Grant Program
Property Owner Consent Form**

The undersigned owner of the existing building located at: _____

_____ (ADDRESS)

Certifies that _____ (APPLICANT) operates or intends to operate a business at the above location. The undersigned agrees to permit applicant and his contractors or agents to implement improvements listed on the City of Orangeburg Façade Grant Program application dated: _____

The undersigned hereby waives any claim against the City of Orangeburg arising out of the use of said program funds for the purposes set forth in the application. The undersigned agrees to hold the City of Orangeburg harmless for any charges, damages, claims or liens arising out of the applicant's participation in the Façade Grant Program. charges,

WITNESS

Owner

NAME/TITLE

SIGNATURE

WITNESS

Owner

NAME/TITLE

SIGNATURE

FACADE GRANT PROGRAM APPLICATION

Applicant Information:

Applicant (s) Name: _____

Applicant (s) Mailing Address: _____

Phone Number: _____ Email: _____

What is your legal interest in the property?

____ Property owner ____ Tenant ____ Other

If applicant is NOT property owner:

Property Owner(s) Name: _____

Property Owner(s) Mailing Address: _____

Phone Number: _____ Email: _____

Property Information:

Property Address: _____

Tax Parcel ID number: _____

Property Zoning Classification: _____

Description of Property: _____

Occupancy Information:

Please provide the following information for ALL current business occupants:
Business Name, Owner/Manager Name, and Phone Number.

FACADE GRANT

Project Tier:

_____ **Tier I:** Up to \$ 5,000 (No match required)

_____ **Tier II:** Greater than \$ 5,000 up to \$15,000 (15% match required)

_____ **Tier III:** Greater than \$ 15,000 up to \$25,000 (25% match required)

Project Information:

Please describe the proposed exterior building and site improvements.

Anticipated Start Date _____

Anticipated Completion Date _____

Anticipated total cost of entire project (including all improvements) _____

Anticipated total cost of exterior building improvements _____

Grant Requested Amount _____

Application Package must include the following or will not be considered:

- Completed Application
- Photographs of existing building and site
- Plans and/or elevations of proposed improvements
- Detailed description of materials including color schemes
- Detailed cost estimates/bids for proposed improvements
- Property Owner Consent Form (only if applicant is not the property owner)

By initialing below, I agree to comply with the guidelines and standards of the City of Orangeburg Historic Facade Grant Program. I understand that this is a voluntary program, under which the City has the right to approve or deny any project or proposal or portions thereof.

_____ I agree

Applicant Signature: _____

Owner Signature (if different than applicant): _____

The completed application package may be submitted to:

City of Orangeburg
979 Middleton Street
Orangeburg, SC 29115
Attn: City Administrator/Facade Grant

