

## INTRODUCTION

The Ebensburg Facade Improvement Grant Program is designed to encourage commercial property owners and tenants to improve the appearance of their businesses through structural facade rehabilitation and restoration. The Grant Program will utilize local monies to facilitate the preservation and rehabilitation of commercial structures within the Central Business District of Ebensburg.

## THE GRANT PROGRAM

The Ebensburg Borough will provide eligible and qualified applicants with matching funds to assist in the rehabilitation of commercial structures within the Central Business District of the Borough of Ebensburg. Funding will be provided in the form of a matching grant in an amount not to exceed \$2,500.00. Each applicant is required to contribute a cash match equal to the amount provided by the Borough. In certain circumstances, the façade committee may consider an application requesting an amount not to exceed \$5,000.00 (state maximum per property), based on the square footage of the building, visibility, and cost of the project.

## ELIGIBILITY

### **Who may apply for a Facade Improvement Grant?**

Owners and tenants of commercial, industrial, and non-owner occupied residential investment properties located within Ebensburg's Central Business District are eligible for funding as part of the Facade Improvement Grant Program.

### **What activities are eligible for matching funds?**

Projects financed under the Facade Improvement Grant Program are limited to the following activities:

- Facade improvements (lighting, awning installation and replacement)
- Cleaning of facade materials, painting and masonry repair
- Removal and replacement of signage
- Window repair, installation, rehabilitation or restoration of display and transom windows
- Removal of inappropriate coverings and additions to storefronts
- Providing ADA approved handicapped access

Furthermore, all projects funded under the Facade Improvement Grant Program will:

- Be required to comply with the Ebensburg established Design Guidelines and Standards and *The Secretary of the Interior's Standards for Rehabilitation*
- Use quality materials and craftsmanship and wherever possible utilize products manufactured in the United States
- Comply with all Ebensburg codes and regulations

### **What types of projects are ineligible for matching funds?**

Work financed under the Facade Improvement Grant Program will exclude the following types of activities:

- Interior renovations and improvements
- Roof repairs except when they are incorporated with facade projects
- Building permit fees and any other miscellaneous fees
- Demolition or acquisition of property

- Improvements to sidewalks, driveways and parking lots except when they are incorporated with facade projects

## GRANT PROGRAM ADMINISTRATION

Applications will be reviewed **quarterly** and evaluated by the Ebsenburg Main Street Partnership Design Committee on a first-come first-serve basis. Please note that new projects and applicants will be given first priority. The committee will evaluate each proposed project with regard to its economic and visual impact on the streetscape and downtown environment, and adherence to the established Design Guidelines, as well as the applicant's ability to undertake and complete the proposed project. Based on these criteria, the Borough will then award the matching grants recommended by the Ebsenburg Main Street Partnership.

The Community Development Director will forward a letter of approval to those individuals whose projects will receive funding through the grant program. The applicant has thirty (30) days from the receipt of this letter to notify the Community Development Director of his or her acceptance of the grant. **ALL PROJECTS MUST BE COMPLETED WITHIN 90 DAYS AFTER YOUR APPLICATION IS APPROVED.** This will allow the committee to distribute the funding accordingly without delays.

**Prior to the start of construction, all specifications and construction documents must be approved by the Ebsenburg Main Street Partnership.** Any changes to the approved Scope of Work must receive approval prior to the commencement. Following the commencement of construction, the Ebsenburg Community Development Director will conduct an inspection of the project to insure the work is in compliance with the approved plans. Upon completion, a final inspection will be conducted to insure that the project was completed in accordance with the approved plans submitted by the applicant.

Upon the successful completion and inspection of the facade improvement project, the Ebsenburg Borough will reimburse the applicant up to 50% of the total project cost, not to exceed \$2,500. **Prior to reimbursement, the applicant will need to submit invoices for the approved project expenditures.** PLEASE NOTE: The Pennsylvania Prevailing Wage Act (43 P.S. 165 – 1 et seq; 34 PA Code 9.101 et seq) may be applicable to this Project. The Grant Recipient may be responsible for including prevailing wage rates in all bid documents, specifications, and construction contracts pertaining to the Project. The Department of Labor and Industry has final authority to make all prevailing wage applicability determinations. Prevailing Wage requirements are generally applicable to grants for construction, demolition, reconstruction, alteration, repair work, renovations, build-out and installation of machinery and equipment in excess of \$25,000. In addition, all accounts with Ebsenburg Borough for utilities, projects, etc. must be in good standing before reimbursement funds will be paid to applicant.

## GRANT RECIPIENT'S RESPONSIBILITIES

All grant recipients must have work specifications and construction documents (if applicable) approved by the Ebsenburg Main Street Partnership prior to the commencement of work. Any changes to the approved Scope of Work must receive prior approval by the committee. The Ebsenburg Main Street Partnership reserves the right to withhold reimbursement of expenditures if the approved Scope of Work, specifications and plans are not followed.

All grant recipients must display a sign, provided by the Ebensburg Main Street Partnership and the Main Street Partnership, that acknowledges the financial assistance to the project.

All grant recipients shall not discriminate against any employee, applicant for employment or contractor due to race, creed, color, national origin or gender. All recipients shall require that the following "Nondiscrimination Clause" be included in all construction contracts issued by the recipient.

**NONDISCRIMINATION CLAUSE:** No persons shall on the grounds of race, color, religion, ancestry, national origin, age, gender or handicap, be excluded from participation in, be denied benefits of, or be subject to discrimination under any program or activity funded by the Ebensburg Main Street Partnership and Ebensburg Borough.

### **How do I apply?**

First, you must be a member of the Ebensburg Main Street Partnership and your business must be located within the state designated central business district in order to be eligible for the funding (please see attached map). Then, please fill out the enclosed application/agreement and submit it to:

Ebensburg Main Street Partnership  
300 West High Street  
Ebensburg, PA 15931

### **You must include a detailed description of the project, estimate and a picture in order to be considered for funding.**

Applications will be reviewed and evaluated by the Ebensburg Main Street Partnership Design Committee quarterly on a first-come first-serve basis. Please note that new projects and applicants will be given first priority. If approved, I will be in touch with you to discuss the details further. Please feel free to call me with any questions at 472-8414 or email me at [dkoss@ebensburgpa.com](mailto:dkoss@ebensburgpa.com). I hope you will take advantage of this wonderful opportunity for assistance!

# EBENSBURG MAIN STREET PROJECT

## ARCHITECTURAL DESIGN PRINCIPLES AND STANDARDS

The Ebensburg Main Street Project recognizes the importance of choosing rehabilitation techniques, which will enhance, rather than detract from the character of the community's historic and traditional architecture. Consistent with the organization's chartered purpose to assist in the conservation and protection of and to perpetuate the architectural heritage of the Ebensburg area, the Main Street Project adopts and endorses the foregoing **architectural design principles** and encourages their use throughout the community. The Main Street Project also adopts and strongly recommends the use of *The Secretary of the Interior's Standards for Rehabilitation*; these are nationally recognized guidelines, which are recommended for any historic rehabilitation project and which must be used in historic rehabilitation projects which are financially assisted with state or federal monies. The *Standards* treat interior and exterior rehabilitation of historic commercial as well as residential architecture. It is not the role of the Ebensburg Main Street Partnership to dictate how a rehabilitation project must be undertaken, but assist building owners and/or tenants in making their individual projects consistent with the intent of the program.

## EBENSBURG MAIN STREET PROJECT ARCHITECTURAL DESIGN PRINCIPLES

- All buildings within the Ebensburg Main Street Project Area should be recognized to be products of their own time. Modifications, which copy the architectural features of other times, should be avoided.

Examples: “Colonial” trim elements—pediments, cornices, etc.—are not recommended on buildings in Ebensburg, since our community’s buildings date from much later than the Colonial period.

Exterior shutters should not be installed on buildings constructed after the Civil War, unless documentation (photos, physical evidence, etc.) is found to suggest the existence of shutters.

- The special distinguishing features or character of downtown Ebensburg buildings should be preserved and, if possible, should not be destroyed.

Examples: Commercial display windows should not be infilled or otherwise modified to the scale of residential buildings. storefront display windows should remain intact and if the interior use changes, then curtains or blinds should be used inside the display windows for privacy.

- The removal or alteration of historic material or distinctive architectural features should be avoided, except when such features are to be replicated and reinstalled.

Examples: Avoid removing cornices, brackets, dormers, chimneys, etc. Repair such items rather than remove them.

- Original exterior wall finishes (wood siding, stone, brick, etc.) should be repaired and maintained. Attempts should be made to repair deteriorated wall finishes with material that matches the original as closely as possible. The installation of coverings such as artificial siding (aluminum, vinyl, T-111, etc.) is not recommended and, if possible, should be avoided.
- When cleaning painted or dirt-stained masonry surfaces, select the gentlest means which is effective; sandblasting or other excessively abrasive-cleaning methods is not recommended. Care should be taken to allow restorative solutions to have sufficient time to act, rather than removing them with high water pressure. Pressure should not exceed 500 p.s.i, since higher pressure will damage brick and will blow out mortar. Use the gentlest effective means and remember that the weather must be warm enough to allow the cleaning chemicals to work properly.
- Repoint deteriorated brick and stone only when absolutely necessary; masonry cleaning does not require complete repointing. When repointing, the mortar should match the original in

color, composition, and joint size. Loose mortar should be removed by hand; power mortar saws should not be used.

Example: Do not repoint an older building, which has a soft lime-and-sand mortar using a contemporary mortar with high Portland cement content. Likewise, do not repoint and strike wide joints over much thinner original joint profiles.

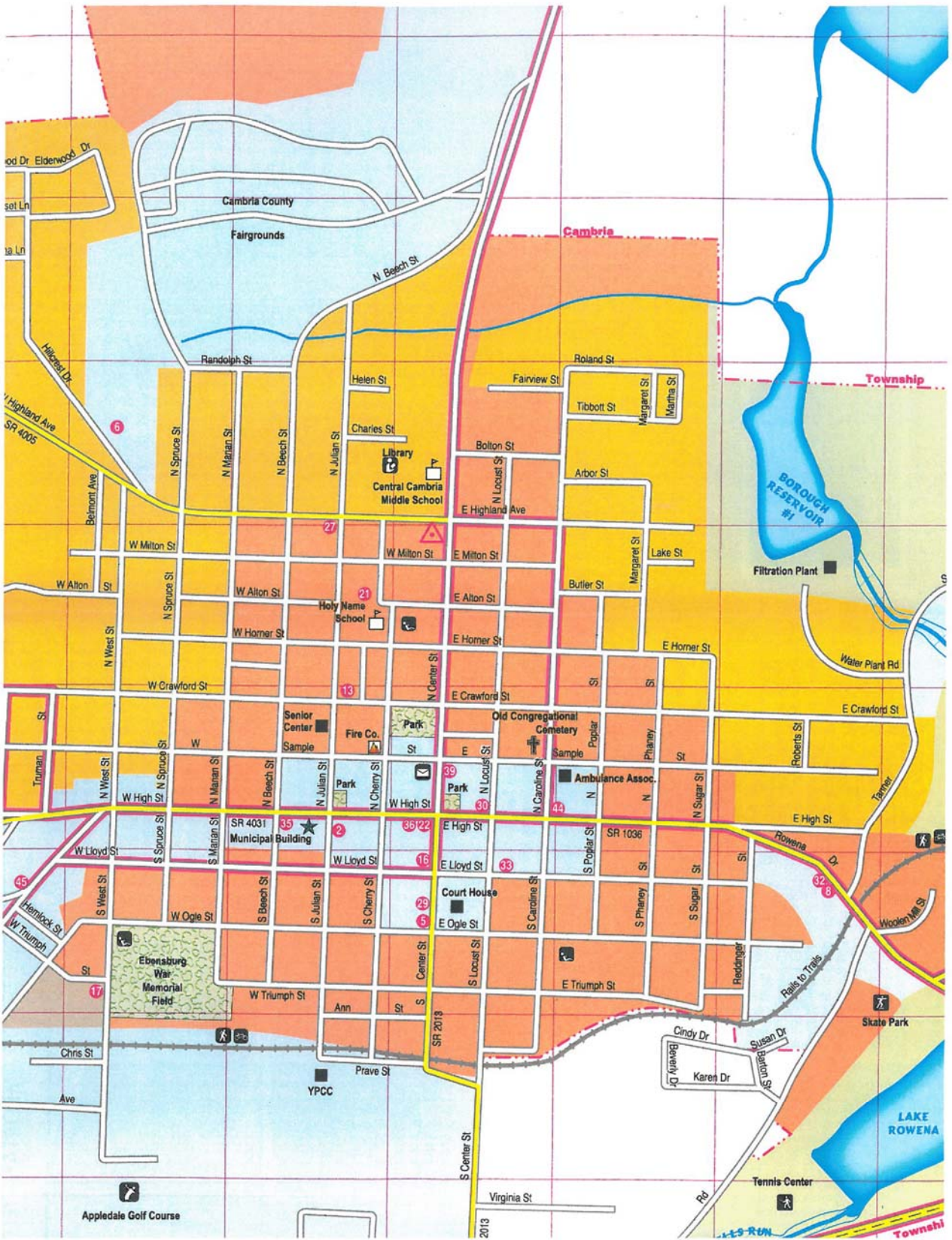
- Wood structures should be prepared for re-painting by manually scraping; such buildings should not be cleaned by sandblasting or by water pressure.
- While paint is a very reversible treatment, paint color should nonetheless be chosen from those colors, which are appropriate to the period of the building, and should be applied to the architectural features of Ebensburg buildings in a period-appropriate fashion.

Example: Single color schemes and contemporary colors should be avoided for Victorian buildings; also the placement of accent colors and the relationship of lights to darks should be in keeping with the character of the building.

- The use of synthetic fabric awnings is encouraged. Internally lit awnings should be avoided. The color and design of the awnings should compliment other street-level awnings.
- Signage should be compatible in material, in scale, in color, and in method of illumination, with the character of downtown Ebensburg. Signs which are out-of-scale with the building or which are plastic and/or internally lit are discouraged. Flush-mounted signage should be confined to the first floor and should not spill over onto the upper facade of a building; likewise, flush-mounted signage should be confined to the storefront itself and should not spill out onto the side piers.
- Whenever possible, original doors and windows should be maintained. The replacement of old or original doors with contemporary doors should be avoided. Likewise, existing windows should be repaired, rather than replaced, and should not be modified with inappropriate features, such as small panes. The use of interior storm windows is encouraged for thermal efficiency.
- Window and door openings should be maintained at their original height and width. Reducing the size of openings to accommodate modern replacement materials is discouraged.

Prior to commencing any rehabilitation project, the scope of the project should be reviewed against *The Secretary of the Interior's Standards for Rehabilitation*; copies of the *Standards* may be obtained by calling the Ebensburg Main Street Partnership, (814) 472-8414.

The preceding Architectural Design Principles are intended to be used in conjunction with *The Secretary of the Interior's Standards for Rehabilitation*.



# **EBENSBURG MAIN STREET PARTNERSHIP FACADE IMPROVEMENT GRANT PROGRAM**

## **AGREEMENT**

This Agreement made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by and between the Ebensburg Main Street Partnership, hereinafter referred to as “EMSP” and \_\_\_\_\_, the Owners or Tenants of the real property located at \_\_\_\_\_, hereinafter referred to as “Applicant.”

WHEREAS, EMSP and the Borough of Ebensburg are engaged in a Design Challenge Grant Program with the Pennsylvania Department of Community Affairs for the purpose of financing the rehabilitation of commercial facades as a part of EMSP’s Main Street Program; and

WHEREAS, Applicant is either the Owner of a Tenant of the real property known as \_\_\_\_\_ which is eligible for rehabilitation; and

WHEREAS, the parties are entering into this agreement pursuant to the program administered by the EMSP for rehabilitation in order to upgrade commercial buildings suffering from deferred maintenance and

WHEREAS, the parties intend to provide for a financial agreement between the Applicant and the EMSP.

NOW, THEREFORE, intending to be legally bound hereby, the parties hereto do hereby agree as follows:

1. Applicant agrees to:
  - A. Have all the work performed in accordance with the scope of work and design proposal as approved by the EMSP, a copy of which is attached and made a part hereof.
  - B. Have all work performed in conformance with applicable State of local codes and requirements whether or not covered by the scope of work and design proposal.
  - C. Comply with the EMSP Façade Improvement Grant Program guidelines, a copy of which is attached hereto and made a part hereof.
  - D. Grant the EMSP reasonable access to inspect the property during its rehabilitation and upon completion to determine compliance with the provisions of this Agreement.
  
2. The EMSP agrees to:
  - A. Provide from the Façade Improvement Grant Program funds a grant of up to 50 percent (50%) or \$2,500.00 (whichever is less) of the contracted project costs, if the terms of this Agreement are complied with by the Applicant.



IN WITNESS WHEREOF, THE EMSP has caused this Agreement to be executed by its appropriate officers; and Applicant has hereunto set his/her hand the day and year first above written.

Ebensburg Main Street Partnership by:

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Danea Koss  
Community Development Director

ATTEST:

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EMSP Design Committee

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Applicant

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Property Owner  
(If not applicant)