

# FILL OUT AN APPLICATION

Eligible use of funds includes the following façade improvements:

- Architectural, design and related professional fees
- Materials and fixtures for rehabilitation of exterior façades to recover and/or preserve significant historical and architectural features of the structure
- Gutters and down spouts
- Materials for Roofing visible from the street
- Doors and windows (installation costs not included)
- Exterior paint and attached exterior lighting (labor costs not included)
- Siding and trim treatments including awnings and planter boxes
- Appropriately scaled window areas for display or for looking into a retail business, restaurant or service business, with lighting to facilitate night viewing
- Signs that are integrated into the architecture of the building
- Removal of barriers to access for people with disabilities

Please log onto:  
[southamptontownny.gov/CDBGfacades](http://southamptontownny.gov/CDBGfacades)  
or call 631-702-1731



TOWN OF SOUTHAMPTON  
116 Hampton Road  
Southampton, NY 11968

## For more information or an application for the Community Development Sign & Façade Improvement Program 2020

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## Town of Southampton



## Community Development Sign & Façade Improvement Program

2020

## Program Goals and Objectives

Updated and attractive storefronts are an important part of the success of retail and commercial districts. As the Town of Southampton seeks ways to revitalize and rebuild neighborhoods, it encourages business owners to improve their storefront exteriors. Renovated façades can stabilize property values and leverage new investment in neighborhoods.

The Division of Housing & Community Development, together with an experienced planning staff committee, will evaluate applications to determine eligibility. Based on a set of objectives (listed below), grants will be awarded to those proposed projects that best comply with the established guidelines and that are determined will have the greatest impact on enhancing the targeted area.

- Enhance the appearance of the streetscape
- Reduce vacancies in storefronts in eligible commercial areas within the Town
- Strengthen and restore the traditional community character of the hamlet
- Provide a catalyst for others to improve their buildings, signs and awnings.

## Program Overview

### Ownership and property requirements:

- The applicant must own the property to be improved, or if the applicant is a tenant, obtain an owner's endorsement certificate for permission. For-profit commercial buildings with façades visible from the street or alleyways/ walkways may apply.
- Buildings must be located on a commercial corridor with street access. Mixed-use commercial/residential buildings are eligible.

### Funding limits:

The grant is subject to funding availability and limited to a maximum of \$30,000 per business. The program will pay up to 75% of the cost of materials used in the project. Applicant is responsible for the remaining 25%. Funding cannot be used for repair or replacement of a previously funded project.

### Design Requirements:

- Façade improvements should make a noticeable contribution to neighborhood revitalization efforts.
- The proposed design should be consistent with the character of the hamlet.
- Improvements are to conform with local design guidelines in currently adopted hamlet studies or master plan, where applicable (Hampton Bays Downtown Overlay District Pattern Book).
- Façade improvements should support and enhance pedestrian accessibility.
- Signs, windows, doors, and lighting should be pedestrian-oriented.
- Significant architectural features should be repaired and preserved rather than replaced. If replacement is required, design and materials shall be consistent with the original character of the building.

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### Ineligible use of funds (not permitted):

- Sidewalks
- Parking lots and/or paving
- Equipment and furnishings
- New construction
- Property acquisition
- Expansion of the building area
- Interior renovations
- Political or religious signs or murals

### Other Program Requirements / References

1. Applications will not be accepted for improvements already underway.
2. All work must be in compliance with applicable permitting and code requirements, zoning, ordinances, and standard engineering practices.
3. All changes must follow the Pattern Book for the Hampton Bays Downtown Overlay District.
4. All signage shall comply with the Town Code sign standards pursuant to Chapter 330-208(B)
5. A 25% match is required from the applicant.

**HOW DO I APPLY?**  
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