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## Main Street Gardnerville

### Main Street Facade Program for Businesses

#### **Purpose and Mission**

The purpose of this program is to improve the appearance and functionality of commercial properties and provide funds for historic preservation for structures and businesses located in the Main Street Gardnerville Commercial zoning district. (See map for area boundaries.) Improving the appearance, functionality, and preserving the historic nature of commercial buildings is part of an overall strategy to attract consumers and new businesses as well as to support existing businesses in the district.

#### **Strategy**

This program is designed to encourage current and prospective property owners in the downtown area to significantly improve the appearance of the outside of their buildings, as well as increase the function of the interior of the building, by providing attractive financial incentives. These incentives include a grant with a 50/50 match to be used for exterior property improvements. To assure that the improvements are of high quality and cost effective, and in keeping with the goals set by Main Street Gardnerville for authentic and historically sensitive redevelopment, all improvements must comply with the Town of Gardnerville Design Guidelines and Douglas County Code. The Main Street Gardnerville Board of Directors, in consultation with the Town of Gardnerville and Main Street Gardnerville Design and District Vitality Committees, will determine compliance.

#### **Program Eligibility & Requirements**

The program is available to commercial property and business owners in the Main Street Gardnerville Commercial area that are in current standing with their property & sales taxes and are members of the Main Street Gardnerville Program. Applicants must remain or agree to become a member for a 2-year term. If an applicant does not pay their sponsorship during the 2-year term, they will be required to pay back the grant. The basic principle of the Main Street Program is the preservation of Downtown Main Street Gardnerville's District; therefore, a preference shall be given to applications that improve and preserve historic properties that lay within the district. Decisions on applications for this program are based on the criteria outlined in this document. Each application request will be considered solely on its merits, without regard to age (provided the applicant is of age as prescribed by law), color, creed, marital status, national origin, political party affiliation, race or sex of the applicant(s).

#### **Eligible Use of Grant Funds**

- Removal of materials which cover original architectural details
- Repair and/or replacement of original architectural details
- Window repair or replacement including window framing (must match original in size, style and scale)
- Door improvements and replacement
- Painting and/or repair of façade
- Exterior lighting
- Gutters and downspouts
- Awnings
- Other aesthetic and functional hardscape improvements
- Updates to existing signage
- Exterior structural improvements



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### **Ineligible Use of Funds**

This includes parking lots and parking structures, sidewalks, landscaping, interior building maintenance, appliances and inventory. All items not covered in these guidelines shall be reviewed as to their qualification on an individual basis.

### **Application and Financing**

Applications will be judged on a competitive basis and will be evaluated as to their need and historical significance. Once approved, the money will be granted or loaned on 50-to-50 private funds to program funds agreement. Meaning, once the property or business owner has turned in receipts showing their investment for 50% of the project, Main Street Gardnerville will then grant the individual the remaining 50% of expenses. Main Street Gardnerville will grants based on available funds for that fiscal year.

### **Application Process**

1. Applicant obtains an application for a Façade Grant from the Main Street Gardnerville office located at 1407 US Hwy 395, Gardnerville, Nevada or by downloading the application from the Main Street Gardnerville website located at [www.mainstreetgardnerville.org](http://www.mainstreetgardnerville.org).
2. Applicant meets with the Main Street Gardnerville Director to review plans.
3. Applicant emails or mails the completed application to Main Street Gardnerville **along with color photographs that show existing building conditions**, detailed sketches or drawings of the proposed improvements (including placement, color, dimensions and materials), copies of bids, and any other additional information that may be considered during the review process. Mail to: Main Street Gardnerville, 1407 US Hwy 395, Gardnerville, Nevada 89410 or email to [info@mainstreetgardnerville.org](mailto:info@mainstreetgardnerville.org)
4. If applicant is a tenant, then the landlord's signature must be on the completed façade grant application.
5. Main Street Gardnerville will review the application and determine the grant amount the applicant is requesting.
6. Main Street Gardnerville will notify the applicant of the results by email within 30 days of the grant period closure.
7. Applicant must submit Request for Reimbursement form, photos of completed project, copies of cost documentation (invoices, etc.), and payment confirmation to Main Street Gardnerville in order to receive reimbursement. Reimbursement will not be made until after the project has been completed.

### **FUNDING AVAILABILITY**

Because funds are limited, Main Street Gardnerville reserves the right to reject any project that is determined inappropriate, does little to achieve the purpose of this program, or if funds are not available.

### **CHANGES TO THE FAÇADE AFTER COMPLETION**

Participants must agree not to change or alter the improved façade without prior written approval from Main Street Gardnerville for two years from the date of award notification.

### **APPLYING FOR MULTIPLE FAÇADE GRANTS**

A property owner can apply for multiple façade grants in a year if said property owner owns multiple storefronts in the Main Street District. The property owner can apply for a façade grant for all of their storefronts at once; however, it is not guaranteed that the property owner will receive a façade grant for all of the storefronts.



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A property owner or business owner who receives a façade grant may, reapply in the following grant cycle, for another facade grant and as long as the previous awarded grant projects have been completed.

**Note:**

Once the previously mentioned criteria have been submitted, the Main Street Gardnerville Board of Directors will determine approval or denial of a grant. The committee for this Improvement Program reserves the right to waive any of the above requirements should any of these requirements become a deterrent to economic development of a project. Any Information contained in this document, including program terms, conditions and availability is subject to change without notice.



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**MAIN STREET GARDNERVILLE FAÇADE IMPROVEMENT GRANT APPLICATION**

1407 US HWY 395, Gardnerville, Nevada 89410

Phone: (775) 782- 8027 • [www.mainstreetgardnerville.org](http://www.mainstreetgardnerville.org)

Date of Application: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Applicant Primary Point of Contact Name: \_\_\_\_\_

Applicant Primary Point of Contact Email: \_\_\_\_\_

Applicant Primary Point of Contact Phone: \_\_\_\_\_

**Applicant Checklist (Please initial)**

- I am a Main Street Gardnerville business sponsor. \_\_\_\_\_ Since: \_\_\_\_\_
- I have included before photos. \_\_\_\_\_
- I have included design plans, inspiration photos, and paint samples as applicable, as well as estimates for the proposed work. \_\_\_\_\_
- I understand that the project must be completed within one year of grant approval. \_\_\_\_\_
- I understand that I must attend the Main Street Board of Director's meeting where my Facade Grant request will be discussed. \_\_\_\_\_
- I understand that grant funding is awarded on a reimbursement basis only. \_\_\_\_\_
- I understand projects that are started, already in progress, or competed are **NOT** eligible for Façade Grant funding. \_\_\_\_\_

Please check all that apply:

- |   |                                  |  |   |
|---|----------------------------------|--|---|
| <input type="checkbox"/> Awning           | <input type="checkbox"/> Paint   | <input type="checkbox"/> Window/ Doors | <input type="checkbox"/> Structural Improvement |
| <input type="checkbox"/> Attached Signage | <input type="checkbox"/> Masonry | <input type="checkbox"/> Lighting,     | <input type="checkbox"/> Other                  |

Start Date: \_\_\_\_\_ Date of expected completion: \_\_\_\_\_



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**Project Budget**

Grant Funds Requested: \_\_\_\_\_

Total Project Cost: \_\_\_\_\_

**Please attach a detailed list of all items and cost of the work to be performed or the items to be purchased that will utilize the Main Street Gardnerville Facade Grant dollars.**

Give a brief description of why this project is impactful to you, your business property and Main Street Gardnerville District. \_\_\_\_\_

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By checking this box, I, the undersigned, certify that this application is complete. I understand incomplete applications will **NOT** be considered for the program.

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

**If applicant is not the property owner, please have the property owner or an authorized representative review and co-sign this application below.**



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## PROPERTY OWNER AUTHORIZATION

(If different than business owner)

As owner/representative of the property located at \_\_\_\_\_

\_\_\_\_\_ I have reviewed the  
above application and authorize operator of \_\_\_\_\_ at said address to  
perform the facade improvements described above as part of the Main Street Gardnerville Façade Grant Program.

Signature of property owner or authorized representative: \_\_\_\_\_

Date: \_\_\_\_\_