



ALBEMARLE DOWNTOWN DEVELOPMENT CORPORATION
144 North Second Street * PO Box 2123 * Albemarle, NC 28002 * 704-984-9415

LANDSCAPE GRANT APPLICATION

****Grants are awarded 50-50 match basis with a maximum ADDC participation of \$750 per project.**

Purpose:

To provide an economic incentive to: Renovate and/or install landscaping Downtown Albemarle, encourage good design projects which capitalize on the enhancement and beautification of existing properties, preserve and enhance unique historic characteristics of the structures through accent plantings, and to add color and vibrancy to Downtown Albemarle.

Eligibility:

1. Owner(s) or tenant(s) of a building located within the Central Business District (CBD), City of Albemarle Historic District (COA HD) or Municipal Service Tax (MSTD) as defined in the ADDC service area.
2. Owner(s) and tenant(s) may request incentive landscape grants separately; however, any tenant(s) must have the owner’s written permission attached to the application.
3. The ADDC Design Committee may judge a property eligible for a second sign grant if:
 - at least five (5) years have elapsed since the first grant was awarded and the facade is in need of further improvement, i.e., repairing, repainting;
 - the existing business undergoes significant expansion that requires alteration to the facade, i.e., expanded services; or
 - a new business moves in and requires changes in the facade, i.e., new sign, new awning.

Guidelines:

1. Landscaping should be or a design and scale to enhance the building and appear nearly mature at installation. Suggested plant sizes and spacing are listed in the next section.
2. All landscape design proposals will meet with the code requirements of the City of Albemarle.
3. Any exterior landscape installation proposal is eligible for funding but top priority will be given to projects that will make a highly visible contribution to the commercial district.
4. The Design Committee will not approve any grant requests for business name(s) on awnings.
5. The density and size of plantings around each structure or facility should reflect a semi-mature image that will fully mature to anticipated coverage within two to three years. The goal of ADDC is to ensure each structure blends into its surroundings and reflects the overall quality of the landscaping displayed throughout Downtown Albemarle.

• Minimum Plant Sizes
o Ground Covers:
• 1-gallon - 12” – 18” spread
• 3-gallon - 18” – 24” spread
• Minimum Tree Sizes
o Hardwood Trees
• 2 1/2” caliper 12’ – 14’ for those measured by height
o Evergreen Trees
• 6’ – 8’ height minimum



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Planting Specifications:

1. **Foundation plants:** Minimum of 5 gallons in size, evergreen plant material, planted 24” to 36” on center. Plants need to be spaced to reflect mature plantings within two years.
2. **Screening service areas and hedges:** Evergreen plants a minimum of 6’ in height. Plants should be spaced so they are touching when installed.
3. **Screening HVAC units:** Minimum of 5 gallon in size, evergreen plant material, planted 24” - 36” on center. Height must be at least to top level of HVAC unit and a fully screened effect must be achieved within one (1) year.
4. **Planters:** Planters and other ornamental elements should be of sufficient size to appear in scale with the structure. The design of the planters should be in keeping with the character of the structure.

Source of Funds:

The Design Committee Façade Grants are made possible through private contributions and may include appropriations from the City of Albemarle and the County of Stanly.

Process for Receiving Grant:

1. Owner(s)/tenant(s) complete application, including sign plans or sketches and owner’s permission, if necessary, and return to ADDC. Design and technical assistance may be provided by ADDC.
2. ADDC will review completed applications and upon approval, requests check be issued for 1/2 the actual project cost or \$750, whichever is less, provided the work is accomplished in accordance with the agreement.
3. A Notification Letter will be sent to applicant as to whether the project has been accepted as described in the application, accepted with conditions, or rejected.
4. All decisions made by the Economic Vitality Committee are final.



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Date of Application: _____

Applicant (please print):

Property Address:

Applicant Mailing Address:

Telephone Number:

Please check one: _____ Owner _____ Tenant

If tenant, please list property owner's name:

Description of project:

Total Cost:

The following items NEED to be included for the grant to be reviewed

- ____ Photos of the new landscape (can be computer generated)
- ____ Copy of the Certificate of Appropriateness (required by the City of Albemarle)
- ____ Copy of the PAID invoices
- ____ A complete signed set of the Landscape Grant Application (include pages 2 -4)



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I, _____ agree to the following:
Applicant's Name – please print

1. The recipient agrees to abide by and conform to all rehabilitation, repair or replacement undertaken pursuant to this Agreement, to all applicable laws of the United States, the State of North Carolina, and those applicable provisions of the ordinances of the City of Albemarle, directly or indirectly related to the subject matter in this Agreement.
2. The amount of this grant is payable provided said project meets with the City of Albemarle Ordinance.
3. Technical assistance provided by ADDC will be advisory only. ADDC will not be a party in negotiations between the Recipient and any contractor employed by him/her.

I understand that in order for my application to be reviewed, the following items must be attached: paid invoices submitted to ADDC, a photo of the updated landscape, and a copy of the approved City of Albemarle Certificate of Appropriateness. I also understand that I cannot include any fees that are required by the City of Albemarle to my total cost.

Signature of applicant

Date

***If applicant is tenant, owner MUST also sign*

Signature of Property Owner

Date

ADDIC Office Use Only:

Date Application Received: _____ Requested Grant Amount: _____

Date Economic Vitality Committee Met: _____ Amount Awarded: _____