

Restore Church Avenue



Design Guidelines & Selection Guidelines

APPLICANTS

Read and review the following Design and Project Selection Guidelines. Initial next to each guideline, after reading it, and submit your initialed copy with your pre-approval application.

DESIGN GUIDELINES

The Design Guidelines are intended to assist in applying consistent standards to all submitted projects. They are not meant to give specific advice for individual projects, rather they provide guiding principles for your project. For example, the guidelines cannot tell you which features should be repaired rather than replaced. These case-by-case, specific judgment calls should be made by qualified professionals during the planning stages of your project. Professionals to include during this process could be architects or designers who have skills in building rehabilitation or restoration. Contact the BID for a list of recommended architects, contractors or vendors. The following are the program's design guidelines:

1. Proposed plans should be guided by historic photos. This grant provides money for commercial properties to restore or preserve their historic character. This can be easily carried out by referring to historic photos of your property, such as the 1940's New York City Tax Photos. These photos can help you identify features that may have once been on your building, but are now missing. It is not required to restore your building to how it appears in historic photos. These photos should be used to give ideas on potential improvements.
2. Improvements to storefronts should achieve the following:
 - Promote commercial activity within your property and along Church Avenue
 - Respect the historic character of your property and preserve unique architectural features
 - Follow the City of New York's *Guide for Storefront Designs* (copies of this publication are available in the BID office and on the BID's website at www.ChurchAvenue.org)
3. Improvements to the building or façade should ensure long-term benefits to the building and commercial district. No improvements should damage the structure's integrity or original façade features (brick work, cornices, architectural decoration, etc.). All major work should be implemented by professionals who are well versed with the building materials involved in your project (i.e. masonry, wood, cast iron, etc.).
4. Projects should not bring changes to the building that are not within the original style of the building. Features added to a building do not have to be replicas of historic features or be thoroughly researched to match exactness of architectural style. However, all proposed work should respect the original style and compliment your buildings historic character.
5. All new security gates installed **must** be open-grid and comply with NYC law.

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PROJECT SELECTION GUIDELINES

Projects will be selected by the BID's Streetscape Advisory Committee, and will be based on project's adherence to the program's principles and design guidelines. Applications are accepted and reviewed on a rolling basis. The committee will use the following guidelines in evaluating proposals:

1. Preference for selection will be given to those projects that address the following:
 - Correcting immediate health and safety concerns and the correction of code violations
 - Rehabilitation of historic properties that are in danger of loss due to disrepair
 - Rehabilitation of vacant buildings or retail space that will improve the Church Avenue district
2. The committee will give preference to projects that will have the greatest potential to positively impact the Church Avenue district.
3. The committee will assess the applicant's ability to complete the proposed project. Applicants will be required to present a project budget and financing plan that outlines how the project will be funded.
4. The committee will distribute available funds as equitably as possible. Therefore, one property shall not receive more than one grant before the BID has had time to review other project proposals.
5. Project proposals will only be approved by the committee if applicants consent to signing and filing a maintenance agreement. A maintenance agreement, filed with the Count Clerk's Office of Kings County, which requires that all improvements be maintained for a minimum five (5) year period, the "Regulatory Period." Improvements that are removed or altered during the "Regulatory Period" shall be recaptured on a pro rata basis by the NY Main Street Program. The amount to be recaptured shall be determined by reducing the original grant amount by one fifth (1/5) for each year of the Regulatory Period that the Recipient was in compliance with the agreement.