



# Sign Grant Application

*Please type or print in ink*

Property Address: \_\_\_\_\_

Applicant: \_\_\_\_\_ Owner \_\_\_\_\_ Tenant \_\_\_\_\_

Name of Owner (if different than Applicant:) \_\_\_\_\_

Applicant Address: \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Description of proposed signage: \_\_\_\_\_

\_\_\_\_\_

Total estimated cost of eligible signage: \_\_\_\_\_

**Submit the application form and all available documents supporting your application to:**

Downtown Statesville Development Corporation  
Marin Tomlin, Executive Director  
112 S. Center Street, Statesville, NC 28677 (physical address)  
PO Box 205, Statesville, NC 28687 (mailing address)  
704-878-3436 (office)  
mtomlin@downtownstatesvillenc.org

**Checklist for Application – Please initial to indicate compliance:**

1. I have read the Sign Grant information and I fully understand the requirements. \_\_\_\_\_
2. I have met with the City of Statesville Planning Dept. and completed sign permits. \_\_\_\_\_
3. I have complied with the Downtown Statesville Design Guidelines. \_\_\_\_\_
4. The owner’s written permission is attached, if applicable. \_\_\_\_\_
5. Drawing or pictures, including color scheme and placement on building are attached. \_\_\_\_\_
6. Quote for design, fabrication, installation and materials is attached. \_\_\_\_\_

*I understand the Sign Grant must be used in the manner described in this application and the application must be reviewed by the DSDC Design Committee and approved by the DSDC Board of Directors prior to commencement of work. I understand failure to comply with the approved application may result in forfeiture of grant funds.*

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

City of Statesville Planner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

DSDC Executive Director Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## Sign Grant Program

### **PURPOSE**

The purpose of the DSDC sign grant program is to encourage and stimulate the introduction of quality, dimensional and pedestrian-oriented signage into the downtown. These types of classic signs strengthen a business's brand, create a memorable impression using dimension and are pedestrian in nature. Because signage serves such an important functional task for businesses and such an important aesthetics function for the downtown, this grant program has been established. Funds are limited so grant funding is based on availability.

All applicants and proposed projects must meet the terms, conditions and other requirements set forth herein to be eligible for consideration of a Sign Grant. The program is being administered by the Downtown Statesville Development Corporation and all questions relating to the Sign Grant Program should be directed to the DSDC office at 704-878-3436 or via email at [info@downtownstatesvillenc.org](mailto:info@downtownstatesvillenc.org).

### **CRITERIA**

1. The program will allow one Sign Grant every three years for owners or tenants.
2. All businesses located within the Downtown Municipal Service Tax District (MSD) are eligible to apply.
3. A project may be ineligible for funding if work begins before application is reviewed and approved.
4. The grant may be awarded up to 35% of the total cost of approved signage with the maximum grant amount being \$750. The amount to be awarded is at the discretion of the DSDC Design Committee and Board of Directors.

### **GUIDELINES**

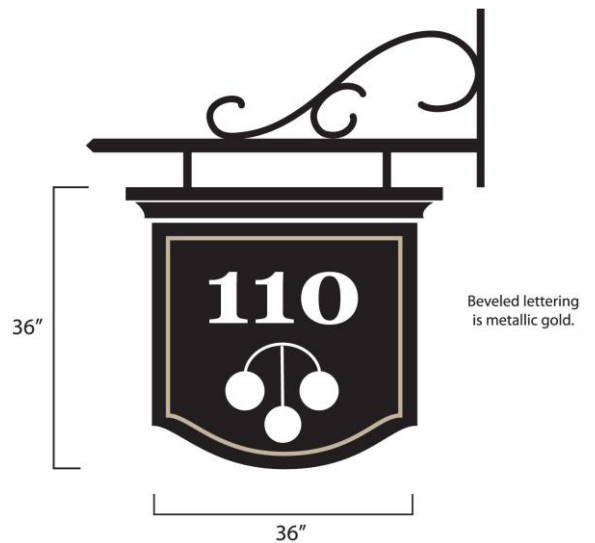
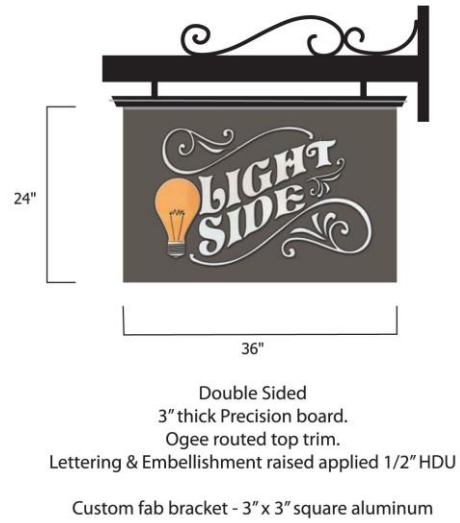
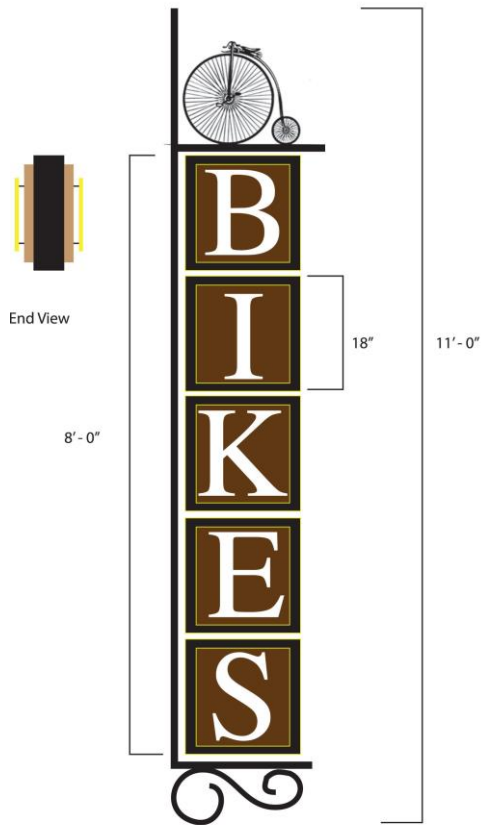
1. Signs must conform to the City of Statesville's Downtown Sign Ordinance and the building codes required by Iredell County and the state of North Carolina.
2. Grants are contingent upon final design approval from the DSDC Board of Directors.
3. DSDC reserves the right to withhold approval of grant application if signs are not deemed appropriate to the historic integrity of the structure and/or the Downtown as a whole.
4. Eligible businesses can only use sign grant for: **design, fabrication and installation of Dimensional Pedestrian Type Hanging Signage and Dimensional Prismatic Lettering**. See attached examples of eligible sign types.
5. This grant cannot be used for window lettering, awnings, vinyl, or digitally printed signs.
6. Work on signage must begin within 90 days of approval or grant will be forfeited. Signs must be installed within 6 months from date the grant was awarded or the funds will be forfeited.

### **APPLICATION PROCESS**

1. Application is submitted with all other necessary information to the DSDC office; deadlines are the last business day of each month for action at the next month's meetings.
2. Upon completion of work, copies of receipts or contractor's invoices must be sent to the DSDC office.
3. DSDC staff with assistance from the Design Committee will inspect the signage. Once inspected, a check will be generated for the grant amount.

**SEE ATTACHED EXAMPLES OF ELIGIBLE SIGN TYPES:**

**Eligible Sign Examples**  
**Dimensional Pedestrian Type Hanging Signage**  
**and Dimensional Prismatic Lettering**



A prismatic letters are 3-Dimensional with the face of the letter actually tapering to a point. They are also individually mounted to the building