

SIGN, AWNING & LIGHTING GRANT APPLICATION

Application Process

Applications are processed on a first-come, first-served basis. The grant program is subject to the limitation of funding.

1. Contact DGBI for a Sign, Awning, and Lighting Grant application prior to the start of work.
2. Complete the application and return it to DGBI along with two copies of the proposed project design, cost estimates and a street elevation . The Executive Director will assist in preparing the grant application and can help the applicant to comply to the guidelines.
3. If needed, the Executive Director will contact you to schedule a meeting with the Urban Design Committee to discuss your plans.
4. You will be notified in writing of the decision of the committee.
5. Commencement of the project must be within six months of approval and completion within one year to ensure timely utilization of funds.
6. Successful applicants will be reimbursed for the grant after the work is done to the satisfaction of the Urban Design Committee and proof of payment is received.

General Sign Guidelines

Signs are a vital part of a successful, coherent business district. Oversized, flashy signs disrupt the visual continuity of the district and obscure inherent architectural features.

- Keep signs subordinate to buildings.
- Signs should fit within the existing features of the façade and should not cover architectural elements.
- Signs should be simple and have a direct message.
- Projecting signs should be limited in size appropriate to the building and be placed to avoid obscuring other signs and building features.
- Sign color, shapes, materials, and sizes should reinforce the overall composition of the façade.
- Internally lit signs are discouraged, particularly illuminated vacuum formed panels.
- Signs should be made of high quality materials.

General Awning Guidelines

The canvas awning is an important design element in the traditional storefront. It provides protection from sun and weather and adds color to the streetscape.

- Awnings should not obscure the architectural features of the buildings and should reinforce the frame of the storefront.
- Awnings should remain within the proper scale with the building to achieve balance.
- Internally lit awnings are discouraged.

Colors

- The color scheme used on a building shall be appropriate to the building's time period, architectural style, material of construction, and relationship to surrounding buildings.
- The use of inappropriate colors is discouraged.
- Colors should accentuate the architectural details of the building.

Lighting

- Lighting design and fixture selection should be appropriate for age of the building and compatible with neighboring facades. Back lighting of signs and awnings will not be approved.