

Butler Downtown Improvement Guidelines



"Before"



"After"



Butler
Downtown

www.ButlerDowntown.org



**BUTLER DOWNTOWN
FAÇADE IMPROVEMENT PROGRAM, GUIDELINES**

These Guidelines establish a set of design principles for façade improvements to be consistent with the architectural context of the Main Street corridor. To be sure, the architecture of Main Street is an eclectic mix, and many of the excellent older facades have been covered with inappropriate materials. These Guidelines and the Façade Restoration Program have been instituted to encourage owners to maintain and preserve, where possible, the original architectural features of their buildings.

Monetary grants with reimbursement per applicant not to exceed 50% of the total cost of the project unless otherwise indicated.



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The City of Butler

Founded in 1803 as the County Seat, Butler is a typical small city that developed largely in the industrial era of the late 19th and early 20th centuries. The primary orientation of downtown buildings was for walking access, and industrial orientation was for access to rail lines. Since the decline of major industry in the early 1980's the city has experienced the usual challenges associated with the loss of these primary employers, loss of jobs, declining neighborhoods, and a struggling downtown business area. Butler, however, is still the principal administrative, legal, and social seat of the County. It also supports an active cultural community under the umbrella of the Butler Arts Council (which includes the symphony, arts associations, choral and theater groups), as well as significant historical designations (Butler has recently been designated as part of the Rivers of Steel National Heritage Area). Additionally, the Community Development Corporation of Butler County and the Redevelopment Authority of the City of Butler have acquired brownfield properties within the city, under which the renovation of historic Pullman Park was completed in 2008, and plans for the restoration of the historic Penn Theater on Main Street have begun in 2009. The potential impact is significant and the development of a multi-municipal comprehensive plan will be critical as the residents and their elected officials make decisions for the future of the city.

Butler Downtown

The purpose of this non-profit organization is to stimulate neighborhood and business district revitalization in Butler, Pennsylvania utilizing the National Trust for Historic Preservation's Main Street 4-point approach through organization (encouraging cooperation and building leadership in the business community); promotion (creating a positive image for downtown by promoting the downtown as an exciting place to live, show, and invent); design (improving the appearance of the downtown); and economic restructuring (strengthening the existing economic base of the business district while diversifying it). Butler Downtown receives, administers, and distributes funds in connection with any activities related to the above purposes; provided however, that Butler Downtown shall only engage in activities that are in the purview of Section 501(c)(3) of the Internal Revenue Code of 1954 or corresponding sections of any prior or future law. No part of the net earnings of the Program shall inure to the benefit of any of its members or any other individual; and the Program shall not participate in, or intervene in, any political campaign on behalf of any candidate for public office.

Mission Statement

Our mission is to advance the sense of place, quality of life & economic vitality of the Butler downtown business district & traditional neighborhoods through design, organization, promotion, and economic restructuring.

Vision

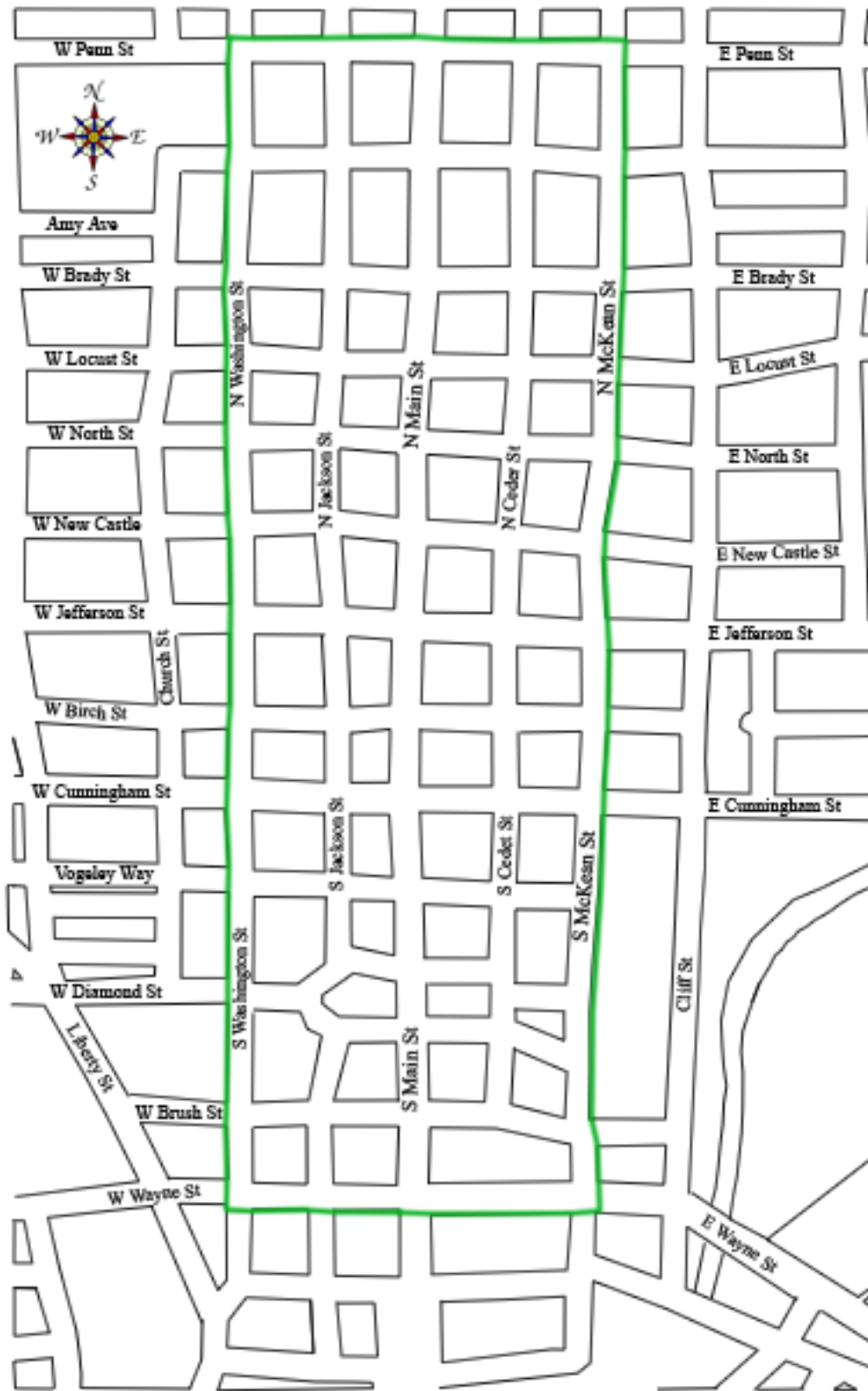
Amid the natural beauty of the hills of the Appalachian Mountains, the historic City of Butler sits in a valley just north of Pittsburgh, Pennsylvania. Founded in 1803, Butler was primarily farmland during the 19th century. By the turn of the 20th century, Butler grew rapidly into an industrial town. Butler's role in manufacturing began with Franklin Glass and the Pullman-Standard Company; continued with constructing the Austin and Bantam cars and designing of the Jeep for World War II; and Armco Steel. As a result, Butler attracted numerous ethnic groups, many establishing their own neighborhoods and places of worship.

Downtown Butler combines small town personalized service and big-city self-sufficiency as well as access to a wide range of goods, services, and shopping centers. As the county seat, downtown Butler aims to build a healthier and more vibrant district by highlighting its historic character, enhancing its streetscape, and encouraging economic investment to create a destination that is a...

- ✦ Neighborhood Center...showcasing the current distinctive housing and restoring attractive, downtown living quarters in upper floors for the area's residents.
- ✦ Shopping Center...expanding independently-owned business offerings, dining experiences, and cultural venues creating an exciting downtown destination daytime and evening attracting both local and regional residents.
- ✦ Economic Center...infusing its economy with new employment opportunities for current residents, area graduates, and newcomers, making downtown the center of the County's healthcare, commercial, service, and technological sectors.
- ✦ Tourism Center...promoting direct access to spectator sports and cultural events, industrial heritage and historic sites, area parks and recreational opportunities while offering a welcoming hospitality that will support all community amenities.

Private and public groups have pledged to partner to make the vision of downtown Butler a reality.

Butler—a place to work...a place to relax...a place to call home.



**Butler Downtown
Main Street Program District
Butler, PA**

Vintage Main Street Photos



Historic Values & Influences

Historical Sketch

From the time John and Samuel Cunningham laid out the city of Butler in 1803, various, diversified industries fueled the growth of the downtown business area. Main Street became a successful, vibrant commercial hub with beautiful architecture due to such industries as oil, glass, and steel.

The Connoquenessing Creek at the south end of the city lured mill owners to the area in the early 1800s. In its early years, Butler also became the county seat and businessmen rushed to the area to purchase plots of land.

In the 1860s, the discovery of abundant supplies of oil throughout the county drew people from all over the United States to seek their fortunes drilling in the area's oil fields. The development and advancement of oil drilling tools became another important local industry supporting the city's economy.

Along with oil also came an abundant supply of natural gas, which drew the glass industry to Butler. In 1882, the Hamilton Bottle Works was created and in 1887, Standard Plate Glass opened. Both attracted skilled immigrant workers and contributed to the growth of the city's south side. In the 1920's, George E. Howard, an ingenious engineer in the glass industry, invented a machine that fed molten glass into a blowing apparatus that made possible mass production of bottles, light bulbs, and other glassware. It became known as the Howard Feeder, some of which are still in use today.

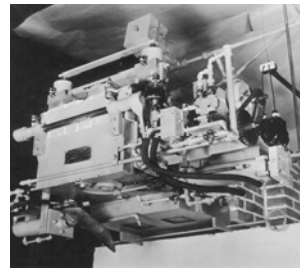
The first railroad entered Butler in 1871, and connected the city with the outside world at a rapid rate. The movement of people; commercial goods; and industrial goods, such as oil and glass, in and out of the city was expedited with the availability of the railroad.

In 1902, John Hansen and James Brady founded the Standard Steel Car Company, which manufactured steel railroad cars, and headquartered the rapidly expanding company in Butler. The business attracted immigrant workers and as a result Lyndora, located on the west side of Butler, was established as a company town. In 1930, after the great stock market crash, Standard Steel merged with Pullman, Inc. to become Pullman-Standard.

In 1927, George M. Verity, founder of ARMCO, purchased property in Butler for a branch plant of the company. ARMCO was an innovator of various steel making processes and specialty steel and further strengthened the local economy. In 1930, the Austin Car Company of England began to produce the compact car in Butler under the name of the American Austin Car Company. The company went bankrupt in 1934 during the Great Depression. Roy Evans took control of the company and renamed it the American Bantam Car Company. The compact car was not a popular idea at the time and only a few Bantams were made. The company produced cargo trailers until World War II when it developed the four-wheel drive "jeep" for the United States Army. Very few "jeeps" were produced by the Bantam Company due to its limited production capacity.

These are the major industries that made Butler's Main Street flourish, but as each one, for different reasons, faded into Butler's history, so did the city's vibrant, beautiful, economically stable Main Street commercial district. It is possible, however, to build a bright future for Butler's Main Street by once again finding the original spirit that brought vitality to Butler in the past.

The Howard Feeder



The Original Jeep



Historic Values & Influences: Inspiration



Left:
Harmony & Short Line terminal for former transit line to Pittsburgh, one of the loveliest buildings in Butler, fell victim to the "headache ball", to be replaced by a nondescript parking structure in the 1950's.

Right:
Card Shop with apartments above, at Main and W. Newcastle Streets. It is a beautiful and well preserved building, a worthy inspiration for future façade improvements.



Left:
Paints Store + Unfinished Furniture and Dolls. Carefully upgraded with good signage, faux window curtains well done on upper floor windows.

Right:
Former Bank building, now apartments for the elderly, named after the Marquis de Lafayette who once visited on this site. It is on the National Register of Historic Buildings.



Left:
Coffee and Candy Shop. Almost all is original, inside and out. Appropriate red and white awning. Popular and inspiring.

Right:
Originally an early Drug Store, now the office of the Symphony Association. Exterior has had little change. Painted brick, new attractive window graphics.



Left:
Former Atty. A.C. Troutman home, now office and Apartment. Lovely residential building on Main Street that should be preserved.

Right:
Residence of Senator Walter Lowrie, early U. S. Senator from Butler County. It is now a museum, restored to its original form.



Historic Values & Influences; Comparisons

Before



After



Left:

Basically, a nice brick building in the turn-of-the-century context, but it is esthetically "abused" by large painted signage on the facades.

Right:

Over the years, the storefront was covered with smooth red marble. The upper façade windows were covered and a metal awning was added which hides the original character of the building.



Left:

The city lost an attractive front that could have been preserved for a new occupancy; instead, all traces of its original splendor have disappeared.

Right:

Through numerous remodeling phases, the building's original appearance has been diminished.



Left:

The lovely façade of the old J.G. & W Campbell Store (hardware & carriages), adjacent to the Troutman Dept. Store. Note the arched windows and the abundance of awnings.

Right:

The building is now occupied by a telecommunications company and the original façade has vanished behind a plain brick wall.



Left:

The Lowry House hotel as it appeared in 1910. Again, awnings were an integral part of the exterior architectural expression.

Right:

The hotel was razed for the construction of what was the PNC Bank building, one of the better period pieces along Main Street.



Architectural Elements

As noted, Butler's downtown buildings were originally designed for walking access. Main Street was lined with stores, banks, hotels, and restaurants, as seen in many cities that blossomed in the late 19th and early 20th centuries. Some of Butler's buildings had nicely refined architectural elements that, fortunately, still exist today. Others are unremarkable, but all have the characteristics described in the Anatomy of a Main Street Building as shown in the Secretary of the Interior's Standards for Rehabilitation. This provides certain continuity or consistency that is a positive aspect in the architectural character of our Main Street.

With the advent of suburban shopping malls north, west, and south of the City, downtown retail business has declined, and traffic destinations have become mostly those of civic and office nature, or simply through town to other venues. By visionary planning of needed parking facilities and an Economic Restructuring Plan, we expect to recover the walkable, window-shopping advantages of former times that will add vitality to an improved Central Business District.



Storefronts

Entrances should be defined by architectural elements such as lintels, pediments, pilasters, porticos, porches, railings, and balustrades.

Assess condition of storefront construction to determine if repair and restoration can be accomplished in lieu of replacement.

Street level and upper floor facades should be compatible in design, and multiple storefronts should be unified through the use of materials, architectural details, color awnings, and signage.

The original proportions of display windows and special features such as leaded glass or transoms should be retained. Closing up of window openings is discouraged. Re-establishment of existing windows is, by far, the best approach in maintaining a good façade.

Windows

Many existing Main Street buildings are hampered by a narrow plan configuration (footprint) with available daylight at the front and rear facades only. This can make it quite difficult to use the central portion of the building effectively. The introduction of skylights at this mid-point makes daylighting available to the building interior, adding function and value to the property.



New Windows

Upper level windows and lower floor windows should align vertically for design compatibility whenever possible. Original façade openings should be used for consistency, and new windows should be of the same size, style, material, color, and detail as the windows in the existing openings. Wherever possible, existing trim should be preserved and reused.

Energy efficient glazing is recommended, and awnings should be considered where practicable for further energy efficiency.

Doors

Maintenance, repairs, restoration, and refinishing of historic doors are recommended where possible.

It is also recommended to reestablish any original door openings that have been covered or filled in; thus, it is not recommended to close up any existing openings.

Any replacement doors should match original doors, particularly those of a historic nature, and they should be of correct size and be constructed of the same material.



Exterior Painting & Restoration

All historical buildings and others approved under the Façade Improvement Program in the City of Butler's Commercial District should be restored to their original architectural period. Modifications that have been made having details, motifs, and colors from other eras should be removed where possible. Applied modifications that cover the original façade character are not recommended.

Required masonry cleaning should follow the guidelines set forth by the National Trust for Historic Preservation. No abrasives or harsh chemicals should ever be used in the cleaning process. If mortar joints have deteriorated, repointing should be done by a professional with experience in historic materials. When repointing, the new mortar should match the original in compressive strength, color, composition, depth, and finishing of the original joints. Again, the National Trust for Historic Preservation has guidelines for this work that are readily available. If brick has previously been painted, follow guidelines for removing existing paint and preparation for repainting.

Repair and proper maintenance of original exterior surfaces is the best solution to the problem of a deteriorating façade. Taking advantage of the quality of the original materials and design, the life of a building and its commercial value can be increased.

Painting

The Butler Downtown Design Committee recommends the following:

Painting of brick is not recommended unless the brick façade has already been painted. If so, the paint may be removed by a chemical paint remover, and it is wise in all cases, to do a test to make certain that the brick will not be damaged by the process. Try to match the original paint color used to protect the surface. Remember, paint will obscure defining features such as joint profiles and bonding patterns, and will also create a continuous maintenance expense in the future.

Existing paint on wood problem areas should be manually scraped and repaired by filling and caulking, then primed and painted. If consolidation of wood is required it can often be hardened by epoxy injection. In some badly deteriorated areas of architectural decoration, it is appropriate to replace the unsound material with a different material that has the same appearance, texture, color, shape, and detailing as the original. The substitute material should also expand and contract at the same rate as the original with change in temperature and humidity.

Materials

It is recommended that non-toxic, low volatile compound (VOC) paints, sealants, and finishes be used. For best results, manually scrape old paint to reveal the original detail. Do not sandblast or pressure wash.

Choose paint from colors appropriate to the era of the building's construction date and use historically accurate color palettes. (Sources of these are noted later herein).



Signs & Awnings

Signs have always been a key element in providing information in public places, and without a doubt have a great impact on the overall image of a city. Signage can leave a significant positive or negative impression on those who pass by. It is therefore incumbent upon the business owner to have Signs and Awnings that are attractive, designed of suitable materials, and properly located on site to portray the best image of his business, compatible with the overall context of the downtown.

Sign Basics

Submit detailed information that is in conformance with these guidelines, to the City Zoning Office, and obtain a Sign Permit.

Install sign in a location that does not cover or destroy the architectural features of the building. Mounting holes are to be placed in mortar joints of masonry where possible and where holes can be suitably patched. If hangers exist, reuse is encouraged. Sign color is to be coordinated with color and character of the building.

Signs are to be externally lighted. Internally lighted plastic signs, neon or flashing lights are not recommended. Signs should not be so finely detailed as to be unreadable from vehicular traffic.

Use display windows for creative signage and lettering, and limit the number of these signs as to not overwhelm the structure.

Sign Types

Flush Signs: Are usually most readable from a distance, directly facing the building façade. Generally, they should be placed

on vacant panels above doors or display windows.

Projecting Signs: Are easily viewed by pedestrians and shoppers because they hang over the sidewalk. They are most effective when the building abuts a sidewalk.

Freestanding Signs: Appropriate when the structure is set back ten feet or more from the sidewalk. They alert people to the existence of a business that is not clearly visible from the sidewalk, or take advantage of the available area to become an enhancement to the property.

Window Signs: Are applied to the inside of display windows or doors and are for close-up view. They should not, however, be so extensive as to obstruct the view into the business interior.

Awnings

Being both protective and decorative devices, awnings' impact on the aesthetic of the city can be more profound than signage. They can provide architectural character to the structure while displaying the name and nature of a business. Awnings may be either fixed or retractable and may be used at street level or on upper stories if appropriately scaled and designed to maintain the architectural style of the facade.

Design & Construction of Signs and Awnings

The Butler Downtown Design Committee encourages and recommends that the information on these pages be followed wherever possible in the design and construction of new signs and awnings under the Façade

Improvement Program. We suggest that meaningful, well designed signs and awnings, crafted in materials reflecting the building's era of construction and the original design of the storefront, can regain a desirable charm for Main Street. Use of graphic elements and architectural detail of the era in signage are important. The message on the sign should be brief, and a logo communicating the nature of the business can be decorative and useful.

To avoid confusion, distraction and clutter, use only one sign instead of several (Less is More). Small secondary signs that maintain the same design elements are acceptable:

- Directional signs.

- Freestanding sandwich signs that advertise events or specials.

Awnings should be constructed with fabrics such as weather-treated canvas or other natural looking materials (no plastic or metal). Simple, brief lettering and designs should be used to portray the intended message. Awnings should be attached to the building with methods that do as little damage to the facade as possible, and they should fit within the storefront area and not cover architectural elements of the building.

Signs & Awnings

Signs, Recommended

Flush

Left

Paint Store with flush sign with good scale lettering, logo, color and external lighting



Right

Tavern with neat flush sign, serves as good identifying Logo in attractive color



Projecting

Left

Office building having a permanent canopy with projecting signs, one of few such signs in the city.



Right

The same building showing additional sign. Well designed projecting signs could add much flavor to the character of the downtown.



Freestanding

Left

Downtown church set back from street; sign supported by stone compatible with the building. (not shown in photo) Lawn and shrubbery soften the scene.



Right

Bed and Breakfast nicely renovated with appropriate sign. Fits well in its setting



Window Signs

Left

Symphony Association Office with nicely designed graphics on front window.



Signs & Awnings

Signs, Discouraged Flush



Left
Advertising sign and window signs on this professional office is an example of the overwhelming use of signage on a building's facade.

Right
This Greek Revival building deserves signage more suited to its formal style, even for commercial office furniture sales and a family style restaurant.



Left
The applied stone facing and temporary sign conflict with the beauty of the upper facade. This could easily be restored as a lovely building.

Right
This flush sign, high on the facade and above the canopy, is hardly visible from below. A projecting sign, attractively designed would be much more effective.



Freestanding



Left
Professional Services Office, backlit sign, out of character in its neighborhood.

Right
A freestanding sign that would be more effective if turned 90 degrees to allow pedestrian and auto traffic to easily view it.



Window Signs



Left
Window signs clutter the show windows of this shop.

Right
Overpowering flush sign and window signage detract from the ambiance of this book shop, giving credence to the adage, "less is more".



Signs & Awnings

Awnings, Recommended

Left

These fabric awnings are very well color coordinated with the background color. Lettering and logo are in good scale.

Right

Red and white striped awning for candy & coffee shop is quite appropriate and is coordinated with background facade color. A popular spot.

D



Left

This building has many attractive awnings and the building has had little alteration in its lifetime.

Right

Upgraded storefront nicely designed and built by owner. Quiet colors of awning and storefront create excellent show window for musical instruments



Awnings, Discouraged

Left

This fixed plastic awning stretches the entire width of the building. Design, material, colors and graphics are poorly chosen.

Right

Metal permanent awnings are highly discouraged, destroying the possibility of achieving the desired charm for Main Street.



Left

This is a lovely building, and the stained glass sign could "fit" nicely but storefront should have an appropriate new awning.

Right

"Cedar shake" awnings do not work at all well in an urban context. Replacement with fabric would add more charm to Main Street.



New Construction/Additions (No reimbursement under this current Program)

Demolition

Usually, before new construction in a downtown area is begun, the demolition of older, existing buildings has had to be accomplished. Said demolition too often in the past was done indiscriminately, without evaluation of historic or architectural worth. No building should be demolished without first being reviewed both structurally and historically by qualified architects and engineers versed in historic buildings and sustainability. Consulted, as well, should be the City's Mayor and Council, and the Butler County Historical Society.

If a building is structurally unsound, has little or no historic character, or is a threat to public safety or health without redeeming quality, these conditions should be considered in its evaluation for demolition.

New, for the greater good

"A sense of place" is a phrase often used to describe a community or open space one finds pleasing or comfortable, a "feeling" instilled by its architectural and environmental design. In detail, it is a well-composed combination of scale, mass, materials, rhythm, shapes, patterns, and colors that contribute to a stimulating sensory experience. Architecture can also be defined as the experiential aspects of the built environment. In total, then, the "sense of place" is all about the way one "feels" in that environment. The following sections suggest appropriate design influences that give downtowns their personalities.

New Buildings, Orientation

New buildings should be constructed to face the street, not front directly on parking lots, and corner buildings should have two façades, the side without the main door should be an extension of the main façade. If there are off street parking areas, they should be sensitively located to the side or rear to reduce the visual impact to, and disruption of, the streetscape continuity.

Additions, Scale & Mass

The overall scale, massing, and proportions of Additions should relate to and be compatible with those of adjacent and surrounding buildings. Using wall offsets avoids long uninterrupted flat walls. Windows and ornamentation can also add interest and variety. Roofline offsets, cross gables and dormers, where the context dictates, can be utilized in appropriate massing of roofs, but all new roof forms should be compatible with the existing.

Walls & Roofs, Materials & Details

New Additions should be well integrated with the original structure. Architectural features and details of the original building should be respected and repeated in the design of the Addition where appropriate. If roofs are visible as an architectural form, the roofs of Additions should follow that form. If walls are the dominant feature, window patterns and cornices should be carried out in the new work to favor the existing. In any building complex that is added to, it should always appear as a single, unified structure. If the new construction is a separate building, the detailing should not violate the context of the surrounding architecture. These goals are possible in thoughtful use of materials and creative detailing.

Mechanical Equipment, Service Areas

All new construction must comply with the UCC's International Construction Code. A well insulated

building with high efficiency, sealed combustion heating units, and heat recovery systems are recommended. Daylighting techniques, with high efficiency glazing and low energy consumption lighting fixtures are recommended. Consult sustainable building guidelines available from the Pittsburgh Chapter of the American Institute of Architects.

It is important that Service Areas, Trash Removal Facilities, Mechanical and Electrical Equipment be located so that they either cannot be seen, screened from view, or integrated attractively into the fabric of the building.

Recommended



Discouraged



Site, Street & Property Upgrade

The following design elements provide significant visual impact and should be implemented so as to convey a positive first impression on visitors. The commercial district of the downtown should be “dressed up” to enhance its overall attractiveness, complementing the general layout of buildings, sidewalks, and streets. The desired result is a business sector rich with inviting streetscapes and public spaces.

LANDSCAPING

Appealing landscaping increases property values and serves to amplify the marketability of the downtown corridor for potential developers and investors.



Attractive green space and flora appeals to the consumer and encourages social cohesion and a livable, walkable downtown community.

Healthy vegetation promotes noise absorption and acts as a pollution filter by reducing levels of carbon dioxide and other harmful vehicle emissions heavily concentrated in downtown business sectors.

All downtown sites, unoccupied by buildings, sidewalks, parking lots or other amenities, should be landscaped with organic material to include trees, shrubs and/or hedges, perennial beds, ground cover and/or lawn.

The usage of chemical fertilizers and artificial herbicides and pesticides is discouraged. Basic organic gardening principles should be followed. Such principles promote a harmonious ecosystem thereby reducing the need for artificial controls.

Healthy trees, shrubs, and plants should be selected and suited to the local climate and site conditions. Plantings should be chosen which are capable of dealing with heavy pollution, salt spray, hot and dry conditions, and other factors specific to the urban setting. When possible, utilize trees and plants that are indigenous to the area as they tend to be more disease resistant and tolerant of the local climate.

Soil should be amended with rich organic matter. Water conservation initiatives, including mulching and rainwater harvesting from direct roof gutter downspouts, are encouraged.

(Note: This section is not reimbursable under this current Program.)

Select mulching and edging materials carefully and do not use plastic edgings, lava rock, crushed rock, unnaturally colored mulch, or other historically unsuitable materials.

Landscaped areas, large and small, should be well kept and maintained year round. The swift removal of unhealthy or diseased vegetation is recommended not only for appearance sake, but to prevent further spread of disease.

Street Trees

While providing a uniform, pleasing appearance along the street edge, the planting and maintenance of street trees promotes a perception of commitment to the community. Urban street trees provide shade and shelter for pedestrians and help reduce elevated temperatures created by downtown “urban heat islands” of concrete, brick and mortar.

Planting, removal, and maintenance of street trees shall comply with the Butler City Shade Tree Commission’s ongoing Shade Tree Replacement Project. The Commission’s objective to retain mature trees, plant additional shade trees, and replace potentially dangerous or damaged specimens is a vital key to the dressing up and beautification of the downtown.

Trees for planting in public spaces may be purchased by community members as memorials to loved ones or as a general donation. Tree selection and installation is managed by the Butler City Shade Tree Commission in accordance with its current guidelines.

For shade tree plantings on private property downtown consult the Office of Zoning and Code Enforcement before digging.

Proper pruning and maintenance of trees to prevent potentially dangerous overhang on public streets compliance with zoning and Shade Tree Commission.

Plant beds, Containers and Flower Baskets

These design elements provide additional color and splendor to the downtown business sector but must be maintained adequately so as not to leave a negative impression.

Containers that are not planted with evergreens, hardy perennials, or seasonal displays should be removed from downtown sidewalks during the winter months. Planting beds should be cleared of unsightly, non-beneficial plant debris prior to the onset of winter. Flower baskets should be removed and stored before the first frost.

Flower baskets, uniformly suspended from street light posts, are to be placed and maintained in accordance with guidelines established by the Butler City Shade Tree Commission.



Planters and container selection should complement the architecture of the building they are accentuating. Layout and placement of containers should not appear chaotic.

Containers should be made of sturdy, material such as ceramic or stone. Plastic is not recommended.

Underplanting of city shade trees is encouraged but should be done with care so as not to damage delicate tree roots. For information about plant selection or best planting practices, consult the Shade Tree Commission.

SITE SCAPING

Downtown sidewalks should not appear cluttered. Street furniture placement should be user friendly and thoughtfully located with consideration given to function, necessity and aesthetics. The intent is to promote good use of public spaces for smooth pedestrian movement throughout the downtown.

Newspaper and print distribution boxes should be properly permitted and placed on sidewalks in compliance with the City's Office of Zoning and Code Enforcement.

The following items included in the downtown streetscape design should be carefully selected and placed to ensure compatibility with the historic integrity, architectural styling, and character of the downtown corridor. Each item selection should exhibit good design qualities, sound construction and be coordinated with all other street amenities or furniture, in color and style.

A well organized and balanced placement of the following items is vital to help maintain the look of an orderly, well kept, uncluttered downtown.

Benches



Seating should be located where people tend to congregate, particularly near shade trees, major attractions, or other busy thoroughfares. Face benches for most advantageous views and group for conversation potential. Care should be taken to provide a balance of sun and shade seating downtown.

Trash Receptacles



Receptacles should be user friendly and placed for convenience where they will be most useful in maintaining a tidy downtown. Trash pick-up must be consistent and reliable. A clean public environment is imperative and the most essential ingredient to a positive public perception of the business sector.

Lighting

Adequate downtown lighting serves the community and local businesses by promoting economic development and enhancing the safety, security and aesthetic appeal of nearby properties.

The selection and design of street lamps should fit the overall architectural theme of the downtown. Any additional street lamps should continue the current look or complement existing fixtures in style and color selection.



Street lighting requirements...Any new street light posts installed should be of a design and height of the existing on Main Street. Glass globes that enclose the lamps should be designed to direct the light downward, and have internal screening available to soften the lumen output if the glare produced is uncomfortable to vehicular traffic.

Lighting fixtures for individual building facades, if discriminately selected, will add value to downtown properties. Period style fixtures should be selected to maintain the integrity of the era in which their building was built. Accentuate historic buildings and landmarks with lighting to provide added interest in the evening hours. Encourage store owners to leave display lights on to cast more light onto sidewalks for extra illumination.

The proper illumination and enhancement of building facades is essential to the development of a pleasing aesthetic in the downtown business and historic district.

Walls and Fences

Walls and fences should be compatible with the building on the same lot, in architecture, style, color, and building material.

The use of chain link or other types of security fencing, highway style guard rail, stockade fencing, split rail, vinyl plastic and concrete block walls is strongly discouraged.

Walls and fences can be purely aesthetic or provide a specific service, such as parking control, privacy, or terracing. They can also be utilized to disguise utility boxes or other unsightly mechanical equipment adjacent to buildings, refuse areas and dumpsters.

Natural or historic materials such as wooden pickets, natural stone, and wrought iron are encouraged.



The use of vegetation as adornment to fencing or walls is very much encouraged, as is the use of hedges.

All fencing should be well cared for with fresh paint or stain when appropriate and replacement of broken or rotten pieces. Walls should also be repaired when needed to prevent bulging, crumbling, and collapsing.

PAVING

Sidewalks

Sidewalks, pedestrian walkways, plazas, and courtyards should be paved with quality materials designed for the proposed pedestrian function and foot traffic requirements. The use of brick, stone, and scored concrete is strongly encouraged. The use of asphalt as a paving material for pedestrian traffic is strongly discouraged.

Encourage a healthy level of foot traffic by implementing good design concepts which connect pedestrian pathways.

Landscaping of pedestrian thoroughfares should be complementary to surrounding buildings and be compatible with nearby landscaping in color and texture. Proper landscaping

serves to soften the hard edges and corners of paved sites, visually enhancing the pedestrian experience.

Care should be taken around specific walkways to avoid “dirty” plantings, which require continual cleanup from droppings of seed pod, leaf, or flower debris.

Parking Lots

Parking lot pavement and construction should comply with the standards set forth in the city code. Contact the Butler City Office of Business and Community Development, Zoning and Code Enforcement for specific guidelines and procedures.

When possible, parking lots should be located behind buildings and be screened from sidewalks, streets, and neighboring sites with walls, fencing, or vegetation of an appropriate height.

Off street parking should be aesthetically pleasing as well as practical and convenient. Small islands of green should be incorporated into the design plans for all parking lots, large and small, when feasible.

Landscape islands provide for a pleasing visual and can be adorned with shade trees, shrubbery, hedges, and perennial beds. Care should be taken to select drought tolerant plants that can survive the conditions of such a site. Avoid using trees with surface roots that up heave paving, creating increased maintenance.

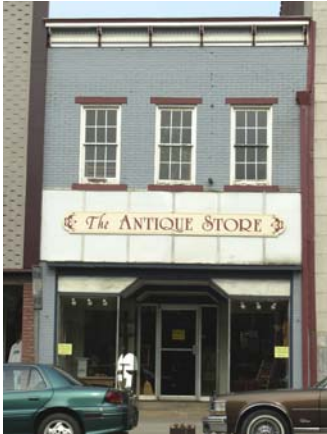
Such plantings will serve to minimize the heat island effect of large areas of pavement, while breaking up the visual of an otherwise endless expanse of concrete. These islands can be beneficial in helping to interrupt heavy storm water run-off which has become an increasingly serious problem from both a practical and regulatory perspective.

The City of Butler’s Shade Tree Commission and Butler Downtown have carefully selected street trees, benches, lighting, hanging baskets etc. for the Main Street corridor. Use of these same materials would be a safe way for property owners to assure any improvements made to properties within the Historic District of Downtown Butler fit into the larger plan for downtown. For further advisement contact the Butler Shade Tree Commission or Butler Downtown.



Design Examples

Recommended



Left
 Good restoration of this building for an Antique Shop. Flush sign is a bit large but otherwise it is friendly to the Main Street character.

Right
 Sensitive attention to the composition of the storefront in relation to the upper façade. We are not fond of the stucco facing but in total it is a rather good restoration.



Left
 This is a good example of long term care for a nice building. The awning is appropriate for this type store. The selection of white for the cornice may not be quite correct, but this is one of the better buildings on Main Street.

Right
 A wonderful old "lodge" building, still code-friendly today, has had little change until present owner constructed an infill to the storefront area. Selective awnings would add to its charm.



Left
 The large urban residence of a former merchant was converted to the Butler City Building with Mayor's Office and Council Chambers', a wonderful fit, retaining all of its original attributes.

Right
 This Main Street corner building made improvements with repainted brick, new awnings, and new storefront windows. This is a good example for upgrade for others on Main Street to follow.



Design Examples

Discouraged



Left
The upper façade of this building is completely covered by punched metal paneling, discouraged as a method of facade improvement.

Right
Premature removal of the porcelain enameled metal panels that had been applied to the front of this theater reveals the window change and the once elegant terra-cotta facing damaged by mounting holes. Future funding will hopefully restore the front with new terra-cotta to bring back its original beauty. This shows the necessity of proper planning before demolition is done



Left
This card and gift shop could quite easily be restored with new windows reflecting its construction period, and a new fabric awning to replace the inappropriate cedar shake canopy. It could be a lovely restoration piece.

Right
A New York designer's concept of a hip clothing store for Butler during the late 1960's. Now a social club, the process of restoring it seems overwhelming.



Left
This restoration job is lacking in thoughtful design. Restoring the storefront would be rather simple, but the upper level requires a complete makeover.

Right
This overlay of an interesting original facade by a national loan company is without regard for its quality, both in the use of materials and colors, indicating strongly the need for control over "stock" applications of storefronts by nationwide chains.



Miscellaneous Enhancements, Construction, Renovation Guidelines

Flower Boxes

The Butler Downtown Design Committee encourages and recommends the following:

Add attractive flower boxes to the sills of windows, particularly to those windows on the ground floor. Flower boxes should be constructed of durable wood, and designed to be compatible with the building's architecture. They should be coated with weather resistant stain or paint.

Hardware for mounting flower boxes should be decorative---wrought iron or copper are excellent in that they weather well. Flower boxes should be planted with seasonal flowers, and maintenance is key to appearance; water and weed regularly. After the growing season has passed, (during fall and winter), dried flower arrangements or evergreen cuttings make attractive displays, and during the holidays, the boxes can be decorated with colorful, seasonal trimmings.

Flags and Banners, Application

The Butler Downtown Design Committee encourages and recommends the following:

Flags and banners, colorfully and tastefully designed, are excellent tools to create awareness and advertise one's store. They move with the winds creating kinetic energy, attracting the eye of passers by. Flags and banners can be rotated on a regular or seasonal basis emphasizing that something new is happening. Special or unique events can be advertised through new designs and color schemes while using generic designs will give one's store a generic look and will not spur the desired interest one would hope to create.

Flags and Banners, Availability

Flags and banners should be custom made for each business, and owners are urged to contact the local graphic designers whose talents are available. With very little use of flags and banners to date, the Façade Improvement Program offers an

opportunity to initially include this option.

Construction and Renovation Guidelines

The Butler Downtown Design Committee encourages and recommends the following:

While construction and renovation projects are underway, avoid placing plain paper or unpainted plywood over windows. Keep the view of the work open while observing safety concerns, so that the public is aware of progress and the fact that a new enterprise is coming. If covering is required, use the opportunity to advertise the coming event.

During the construction and renovation phase, avoid placing dumpsters in front of the building and if at all possible, keep dumpsters and construction rubble out of sight both for safety of pedestrians and the appearance of the streetscape.

Display Windows

The Butler Downtown Design Committee encourages and recommends the following:

When designing a window display, avoid clutter. Allow customers to focus on a few objects and a simple concept. Create intrigue and appeal when designing window displays to draw customers into the store. Covering more than 20% of the display window detracts from shop visibility. Change displays often and design them appropriately for the season. Merchandising to the street is a basic essential to attracting customers.



APPENDIX A: SECRETARY OF INTERIOR STANDARDS FOR REHABILITATION

The Secretary of the Interior's Standards for Rehabilitation were developed by the United States Department of the Interior. The Standards should be used by the City of Butler Historic District as a guide to reviews and recommendations of historic structures. They are intended to be applied to specific rehabilitation projects, taking into consideration economic and technical feasibility.

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.

2. The historic character of a property will be retained and preserved. The removal of distinctive material or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.

3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.

4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.



5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.

6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and where possible, materials. Replacement of missing features will be sustained by documentary and physical evidence.

7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.

8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.



9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

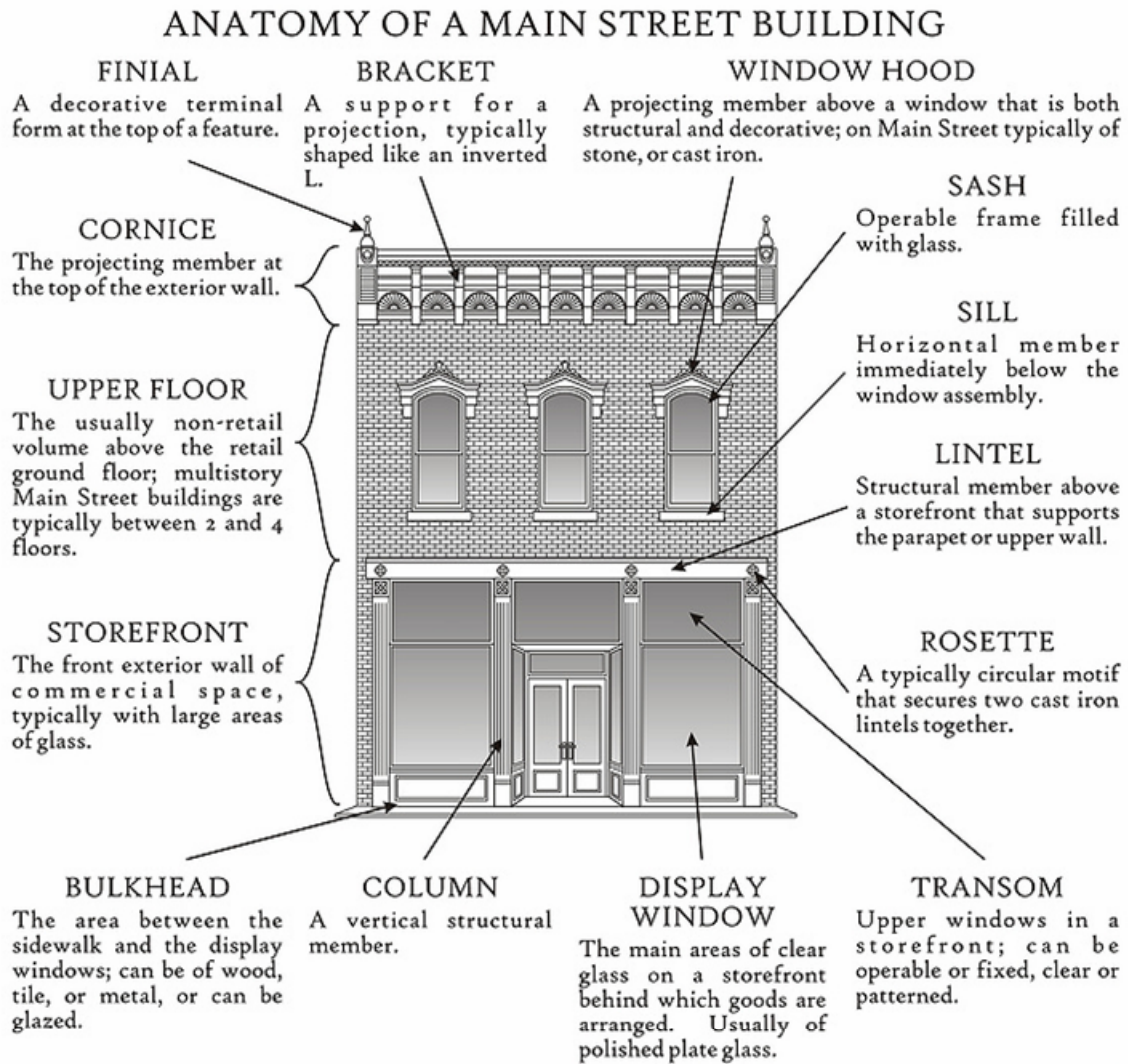
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.



Source: National Park Service, United States Department of the Interior. The Secretary of the Interior's Standards for Rehabilitation. www.cr.nps.gov.

APPENDIX B: ANATOMY OF A MAIN STREET BUILDING

Regardless of their age, almost all downtown commercial buildings are composed of three basic elements: the storefront, upper façade, and cornice.



The most common architectural design problems found downtown include:

- False Historical Themes (modified building facade to reflect a different time period or style).
- Separating the Ground Floor from the Upper Facade (modified storefront without respect to upper facade design).
- Filling in Display Windows, Transom Windows, and Doors; Replacing original windows for smaller sized windows.
- Using Color Inappropriately.
- Using Inappropriate Materials (such as dryvit, T1-II, plywood, shingles, vinyl siding)

Immediate Improvements:

- Re-establish windows by removing plywood boards.
- Replace missing elements or details with exact or similar.
- Repair brick problems.

Storefront and facade improvements do not need to be costly. Often, a fresh coat of paint or a new sign, awning, lighting fixtures, or flower boxes are all that is needed. The Facade Restoration Grant Program enables property owners to reverse alterations that do not preserve the original architectural character of a building and threaten the economic viability of the CBD. Strong and lasting impression depends upon the appearance of individual properties and the assets with which they were originally constructed.

APPENDIX C: GLOSSARY OF ARCHITECTURAL TERMS

Anchor: A metal clamp that helps prevent walls from bulging; often ornamented in appearance. The flat metal stars or other shapes placed into brick walls to secure the structure.

Awning: A roof like structure often made of canvas or other fabric, usually attached to the side of an exterior wall, which serves as shelter, as over a storefront, window, door, or deck.



Articulation: The architectural surface treatments of façade elements connected by "joints". The various parts of a façade put together in a jointed way--the connectedness and visual connections of those elements.

Baluster: One of a series of short pillars or uprights that support a handrail.

Balustrade: A series of balusters connected on top by a handrail and often on the bottom by a rail; used on staircases, balconies, porches, etc.

Bulkhead: the panel at the base of the display windows of a storefront; on the interior, it can be used to describe a boxed-in space suspended from the ceiling, enclosing mechanical or

electrical equipment or lowering the ceiling height.

Canopy: A projection over a niche or doorway; often decorative or decorated.

Column: A pillar, usually circular in plan. Usually has a base, shaft, and capital.

Cornice: A projection at the top of a wall; top course or molding of a wall when it serves as a crown. Two basic cornices are the box cornice (closed space) and the open cornice. The portion of the roof that overhangs a wall.

Crenelation: Any decorative element that simulates the alternating squares (merlons) and spaces of a defensive parapet.

Dentils: Small square blocks found in series on cornices and moldings.



Dormer: A vertical window projecting from the slope of a roof; usually provided with its own roof. The specific name of a dormer is frequently determined by the shape or type of its roof; the eyelid or eyebrow dormer has an arched roof that gives it the appearance of an eyelid; the shed dormer and gable dormer are so named because of their shed and gable roofs. A wall dormer is one in which a window and structural surface are flush with the face of a building.

Eave: The portion of a roof that projects beyond the wall.

Facade: Principal face or front elevation of a building.

Fanlight: A semicircular or fan-shaped window with a radiating glazing bar system; usually found over entrance doors.

Fenestration pattern: The arrangement of windows and other exterior openings on a building

Flashing: pieces of non-corrosive metal used around wall and roof junctions and angles as a means of preventing leaks.

Gable: The triangular end of an exterior wall in a building with a ridged roof. The triangular portion of a wall defined by the edge of a roof.

Glazing: Fitting glass panes into windows and doors.

Lintel: A horizontal structural member that supports a load over an opening; usually made of wood, stone, or steel; may be exposed or obscured by a wall opening.

Masonry: Work constructed by a mason using stones, bricks, concrete blocks, tiles, or similar materials; most often, the building blocks are joined by mortar.

Molding (moulding): A continuous decorative band; serves as an ornamental device on both interior and exterior surfaces; often serves to obscure the joint formed when two surfaces meet.

Mortar: A mixture of plaster, cement, or lime with a fine aggregate and water; used for pointing and bonding bricks, stones, or concrete blocks. A

typical lime mortar is made from one part slaked lime and six parts of sand.

Ornament: Details added to a structure solely for decoration; to add shape, texture, depth, color, and visual interest to an architectural composition.

Parapet: A low wall or protective railing; often used around a balcony or balconet, or along the edge of a roof.



Pilaster: A squared or rectangular column or shallow pier attached to a wall; frequently decorated to represent a classical column with base, shaft, and capital.

Pointing: The treatment of masonry joints by filling them with a high quality mortar; used to protect against weather or simply to improve the appearance of a masonry wall.

Porch : A covered entrance or semi-enclosed space projecting from the facade of a building; may be open sided, screened, or glass enclosed.

Portico: A covered walk or porch supported by a columns or pillars; a colonnaded porch.

Quoins: Large stones or bricks used to decorate and accentuate the comers of masonry buildings. Laid in a vertical series, the blocks usually alternate between two sizes.

Some quoins actually serve to reinforce the structural integrity of

the comers of buildings as well as being decorative in nature.



Rehabilitation (historic): the process of returning a historic building and/or property to a state of utility, through repair or alteration.

Restoration: The process of returning a building and/or property as nearly as possible to its appearance at a specific period of time in history based on historical research, using the same construction materials and methods as the original.

Signage band: A continuous, flat, horizontal area above the first floor designed to receive advertising on commercial buildings; this area is usually incorporated into the store front cornice's entablature.



Stringcourse: A continuous horizontal band of brick, stone, or wood on exterior walls. Used for decorative purposes or as a means of breaking up a large expanse of wall surface. A stringcourse can also function to shed rainwater when it protrudes from the wall. Also called a dripstone course or belt course.

Stucco: An exterior wall covering consisting of a mixture of portland cement, sand, lime, and water; or a mixture of portland cement, sand, hair (or fiber), and sometimes crushed stone for texture; a term often used synonymously with cement plaster.

Terra Cotta: A fine-grained clay used ornamentally on the exterior of buildings; usually brownish red in color, it may be glazed or unglazed, molded or carved.



Transom Window: A small window or series of panes of glass above a door or above a casement or double hung window. Often opening inward, hinged along the bottom. Also called a transom light.

Trim: The decorative finish around a door and window; the wooden casing used around door and window frames.



Turret: A round tower, small in plan and somewhat slender, often located at the corner of a building.

APPENDIX D: PAINT RESOURCES

Grant applicants are required to meet with the Design Committee for approval of paint color selections prior to commencement of the project. Reference late Victorian period colors from 1895-1910. The Design Committee and local paint dealers are good sources for appropriate period colors.

There are several web sites with information about historically accurate paint colors:

http://www.nationaltrust.org/historic_homeowner/protecting/american_traditions_paint.html

<http://ncr.gsa.gov/HistoricPreservation/html/doc/111dHistPaintFinal.asp>

http://www.oldhouseweb.com/suppliers_of_12245_Historic_Paint_Colors.shtml

http://www.artsparx.com/historic_colors.asp

Paint Manufacturers, Historic Colors

Behr - Historical

Benjamin Moore - Triad Palette

Sherwin Williams - Preservation Palette

Valspar - American Tradition Historic Colors (Lights Only)

Locating Skilled Contractors in Pennsylvania:

-http://www.traditional-building.com/RTEgeneral_cocontractors.htm

-www.ptn.org

-www.thebluebook.com (keyword search "restoration and preservation")

-<http://www.preservationdirectory.com/businesslistings.html>

-<http://contractorsworldwide.com>

-<http://www.restorationtrades.com/artisans/zip1.shtml>

-National Roofing Contractors Association: www.nrca.net

-The Associated General Contractors of America: www.agc.org

-Associated Builders and Contractors: www.abc.org

-Mason Contractors Association of America: www.masoncontractors.org

-American Subcontractors Association: www.asaonline.com

-Preservation Trades Network: www.ptn.org

-Pennsylvania Historical and Museum Commission: www.phmc.state.pa.us



APPENDIX E: WHERE TO GO FOR
ADDITIONAL HELPLocal Organizations

Redevelopment Authority
of the City of Butler
114 Woody Drive
Butler, PA 16001
Phone: 724-283-0116
www.racb.net

Butler Downtown
101 E. Diamond Street, Lower
Level Suite 116
P.O. Box 1082
Butler, PA 16003
Phone: 724-256-5769
www.ButlerDowntown.org

Butler Co. Chamber of
Commerce
101 E. Diamond Street, Lower
Level Suite 116
P. O. Box 1082
Butler, PA 16003
info@butlercountychamber.com
Phone: 724-283-2222

The Community Development
Corporation of Butler County
112 Woody Drive,
Butler, PA 16001
Phone: 724-283-1961

Penn State Cooperative Ext.
Master Gardener Program
101 Motor Pool Way
Butler, PA 16001
724-287-4761

Butler City Shade Tree
Commission
140 W. North St.
Butler, PA 16001
724-285-4124

Butler Co. Historical Society
Lowrie-Shaw House
123 W. Diamond St.
P.O. Box 414
Butler, PA 16003
724-283-8116

City of Butler Zoning and Code
Management Office
City Building, 140 W. North St.
Butler, PA 16001
724-285-4124, Ext. 213
Fax 724-285-3564

State and Regional
Organizations:

Pennsylvania Historical and
Museum Commission Bureau
for Historic Preservation
(PHMC)
400 North Street
Harrisburg, PA 17120
Phone: 717-783-8946
Website: www:phmc.org

Pennsylvania Downtown Center
(PDC)
(Main Street and Elm Street
Communities)
130 Locust Street
Harrisburg, PA 17101
Phone: 717-233-4675
Website:
www:padowntown.org

Sustainable Pittsburgh
425 Sixth Avenue, Suite 1335
Pittsburgh, PA 15219
Phone: 412-258-6642
Website:
www.sustainablepittsburgh.org

Preservation Pennsylvania, Inc.
257 North Street
Harrisburg, PA 17101
Phone: 717-234-2310
www:preservationpa.org.

National Organizations:

National Trust for Historic
Preservation
Northeast Field Office
6401 Germantown Ave.
Philadelphia, PA 19144
Phone: 215-848-8033
Website: www.nationaltrust.org

Association for Preservation
Technology
PO Box 8178
Fredericksburg, VA 22404
Phone: 713-373-1621
Website: www.apti.org

National Park Service
Preservation Training Center
4801 A Urbana Pike
Frederick, MD 21704
Phone: 301-663-8206
Fax: 301-663-8032
<http://www.cr.nps.gov/places.htm>

AIA Pittsburgh
A Chapter of the American
Institute of Architects
945 Liberty Avenue, Loft 3
Pittsburgh, PA 15222
412-471-9548

APPENDIX F: ACCESSIBILITY REGULATIONS

The American with Disabilities Act (ADA) guarantees accessibility to properties open to the public. This is a Federal law that must be complied with by property owners of public buildings. This is also regulated under the UCC and audited by the PA Dept. of Labor & Industry.



Building accessibility for individuals with disabilities should be achieved without compromising historic building materials or character-defining elements. Since each building presents different conditions, property owners should seek the assistance of experienced professionals when planning for accessibility modifications. Preservation professionals, code officials, and persons with disabilities should be consulted to determine the full range of needs and options for accessibility.

1. Review and identify the historic significance and character defining spaces, features, and finishes of the building. Avoid altering these features when making modifications for accessibility.

2. Determine the existing levels of accessibility and identify barriers on the site or in the structure. Assess the required level of accessibility and review all local and state building code requirements and regulations.

3. Consider accessibility options that preserve character-defining features. Look for options that provide a high degree of accessibility with minimal impact on the historic property.

GUIDELINES FOR ACCESSIBILITY:

1. Plan to provide barrier free access that promotes independence for disabled persons to the highest degree practicable while preserving historic features.

2. Seek the most appropriate location for new elevators and ramps, or disguise them with compatible design features.

3. Design new ramps to be compatible with the original structure and site.

4. Construct new ramps of materials equal to or similar to the materials of adjacent stairs and walks.

5. Use landscaping to minimize the visual impact of ramps and elevators on historic buildings and sites.

6. Slopes of curb ramps shall comply with 4.8.2. Transitions from ramps to walks, gutters, or streets shall be flush and free of abrupt changes. Maximum slopes of adjoining gutters, road surface immediately adjacent to the curb ramp, or accessible route shall not exceed 1:20.

7. The minimum width of a curb ramp shall be 36 in (915 mm), exclusive of flared sides.

8. On any given flight of stairs, all steps shall have uniform riser heights and uniform tread widths. Stair treads shall be no less than 11 in (280 mm) wide, measured from riser to riser. Open risers are not permitted.

9. Stairways shall have handrails at both sides of all stairs. Handrails shall comply with 4.26 and shall have the following features:

10. Accessible elevators shall be on an accessible route and shall comply with 4.10 and with the ASME A17.1-1990, Safety Code for Elevators and Escalators. Freight elevators shall not be considered as meeting the requirements of this section unless the only elevators provided are used as combination passenger and freight elevators for the public and employees.

For further information and Questions?
Contact the ADA Information Line at:

1-800-514-0301

or Website: WWWADA.GOV

U.S. Department of Justice





Façade Improvement Program PROCEDURE

Questions regarding the completion of this application or the eligibility of your project? For answers, call the Butler Downtown Office at (724)256-5769.

1. Completed application form, application fee and attachments are submitted
 - a. Included are the intentions of the project scope & the general budget owner can work with
2. Design Committee reviews and makes comments
 - a. Design Committee meets once a month generally the first week of the month
3. Owner sets up design consultations
 - a. In-house (Main Street Manager, Google Sketch-up, paint selections, etc.)
 - b. Design Committee volunteers
 - c. Owner may also hire an architect and/or contractor
4. If design guidelines are met; Design Committee approves
 - a. Copy of the Butler Downtown Improvement Guidelines can be found at www.ButlerDowntown.org
5. Approval letter is sent to the applicant; all conditions must be met or funding commitment can be revoked
6. Owner responsible for getting bids
 - a. Either a contractor they know and trust
 - b. Or the Design Committee recommends getting 2-3 bids
7. Butler Downtown provides reminders about permits needed (copies City Zoning and Planning Office)
8. Reimbursement is given ONLY after the project is entirely paid for and invoices and cancelled check (or credit card statement) are presented to Butler Downtown



Façade Grant Application Form

Questions regarding the completion of this application or the eligibility of your project? For answers, call the Butler Downtown Office at (724)256-5769.

Applicant's Name			
Applicant's Address			
Business Name (if applicable)			
Property Address			
Mailing Address (if different)			
Business Phone/ FAX/E-mail			

Are you the owner of the property subject to the grant application? ___ Yes ___ No
 If No, please complete the next section of the application

Property Owner's Name			
Property Owner's Address			
Property Owner's Phone/ FAX/E-mail			

Please provide a description of the project, including costs, for which you are applying for the grant. Include a basic outline of the project's components, timeline, and goals. Use another page if necessary.

ESTIMATED TOTAL COST OF PROJECT: _____



Façade Grant Application Form

Please specify your request for Butler Downtown Façade Program Grant:

___ Exterior Painting, Metals, Masonry

- Reimbursement up to 50% of the total project cost to a maximum of \$5,000

___ Architectural Elements/Windows and Doors

- Reimbursement up to 50% of the total project cost to a maximum of \$5,000

___ Signs and Awnings

- Reimbursement up to 50% of the total project cost to a maximum of \$1,500

___ Site and Building Enhancements: Exterior Lighting

- Reimbursement up to 50% of the total project cost to a maximum of \$1,000

Applications will be accepted for review at any time throughout the year. The awarding of grants is dependent on funding from the Department of Community and Economic Development (DCED) and is based on the allocation of funds for the Butler Downtown Façade Program Grant from the DCED. There is no certainty that funds will be available at any given time.

Applicant's signature

Date

Property Owner's signature (if necessary)

Date

This section for use by Butler Downtown:

Date received: _____

By: _____

Date received: _____

By: Main Street Manager

Date received: _____

By: BD Design Committee

_____ Approved _____ Not Approved



Façade Grant Application CHECKLIST

Questions regarding the completion of this application or the eligibility of your project? For answers, call the Butler Downtown Office at (724)256-5769.

MATCHING GRANT - 50% of construction costs up to \$5,000 (\$7,500 for corner buildings)

1. Completed Application Form (front and back)
2. \$50.00 Application Fee (check made payable to “Butler Downtown”)
3. Deed/Proof of Ownership
 - a. Renter – Authorization Release
4. Copies of Paid Property Taxes – Past 2 years
 - a. Real Estate:
 - i. City
 1. Municipal
 2. School
 - ii. County
 1. County
5. Property Insurance
6. Photographs of Project