



VILLAGE OF NORTH BALTIMORE
Economic and Community Development Committee Meeting - 7/28/2026

July 28, 2026
4:30 PM

Minutes

I. Pledge of Allegiance

II. Roll Call (If Quorum)

Mayor Aaron Patterson – HERE, Ms. Beaupry – HERE, Ms. Hefner – HERE, Mr. Richmond – ABSENT, Mr. Engard – HERE, Mr. Bosak – HERE, Mr. Sweat – HERE.

Ms. Hefner noted that Mr. Richmond had informed council of his absence prior to the meeting.

III. Downtown Facade Enhancement Program

Ms. Hefner stated that she was interested in developing an incentive program to assist downtown building owners in rehabilitating their properties. She stated that a downtown façade program could be developed using frameworks developed by other municipalities.

Mr. Sweat asked how the program would be paid for; Ms. Hefner replied that the funds could be drawn from the Village's general fund and appropriated for economic development.

Mayor Patterson recommended a minimum of \$40,000 be allocated for the program, stating that building repairs are costly. He recognized the recent efforts of downtown building owners who had completed improvements.

Ms. Hefner asked if members would support the proposal; Mr. Sweat voiced his support.

Program details were discussed by members; a consensus was made that the program would provide up to 50% matching funds, have \$40,000 allocated for the initial program year, and be run on a reimbursement basis.

Internal work, such as HVAC, will not be eligible expenses. Award decisions will be made by Council. Requirements for certified quotes were also discussed.

Ms. Hefner directed Economic Development Specialist Mason Davis to prepare a draft program information sheet [see attached document].

IV. Adjournment

The meeting was held jointly with the Public Safety Committee Meeting, which began at approximately 5:30 PM.



North Baltimore Downtown Façade Program [DRAFT]

The Village of North Baltimore Council intends to provide a grant program for the purpose of revitalizing the exterior facades of downtown properties. This program is intended to improve the appearance of buildings visible from the roadway, public right of way, and alleyways.

Grant Details:

- The program is operated on a reimbursement schedule. Property owners must pay project expenses BEFORE receiving funds.
- Awards provide 50% matching funds up to \$40,000
- Applications must be submitted by October 31, 2026, at 11:59 PM.

Eligible Improvements:

- Awnings
- Masonry work: brick cleaning, tuck pointing, replacement
- Painting
- Repair, restoration, or appropriate replacement of exterior windows and doors
- Any other visible exterior improvements

Ineligible Improvements;

The downtown facade program is intended for exterior improvements to buildings that will be visible to the general public. Interior improvements including HVAC repair, plumbing repair, furnishings, and equipment are not permitted.

Other ineligible improvements include:

- Repair or replacement of the roofing system
- Repair or replacement of fire escapes
- Commercial signage

Application Process:

Applicants should submit the following materials to the Village Clerk of Council. Submissions can be hand-delivered, mailed to the main office, or emailed to clerk@northbaltimore.gov. The main office is located at 205 North Main Street.

- A project description
- Current photos of the proposed work area
- Rendering/drawing of proposed work to scale, including color scheme
- A minimum of two (2) itemized cost estimates of proposed work by a qualified third-party professional.

NOTE: Please note that this is a reimbursement grant, which will require a copy of paid invoice(s) and pictures of the completed improvements BEFORE payment is issued,

Awards:

- All applicants will receive notification on the approval or denial of their grant application. Funding decisions will be made by the North Baltimore Village Council in early 2027.
- To be eligible for reimbursement, the project must be completed exactly as submitted. Any changes to an awarded project must be approved by the North Baltimore Village Council.
- Work must begin within six months of notification of approval.

NOTE: All awards are granted at the discretion of the North Baltimore Village Council. Funding decisions are final.

Project Completion:

- Awarded projects must be completed by November 1, 2027.
- Applicants must provide invoices marked paid or cancelled checks showing payment.
- Applicants must provide completed W9 form with contractor information
- Applicants must provide photographs of completed work
- A site visit of the property to verify the completion of the project will be conducted by the Village Administrator or their designee.
- No monies will be disbursed until 100% project completion

NOTE: Village of North Baltimore employees and direct family members are not eligible to apply for this grant program.