



## Town of Chesapeake City

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## 2026 Chesapeake City Façade Improvement Guidelines and Application

**APPLICATIONS DUE TO CHESAPEAKE CITY TOWN HALL BY MAY 1, 2026, AT 12:00 PM!**

The Façade Improvement Program supports exterior façade projects to recover and promote the integrity of commercial buildings and improve the visual characteristics of the community. The 2026 Chesapeake City Façade Improvement Program is funded by the State of Maryland Department of Housing and Community Development's (DHCD) Maryland Façade Improvement Program (MFIP).

**The maximum grant award for 2026 is \$12,500.00 per project.**

### Eligibility Requirements:

1. The Property Owner must apply for the grant, renters and/or tenants are not eligible to apply.
2. Complete applications shall be submitted by the deadline, in person or via email to [t.lockwood@chesapeakecity-md.gov](mailto:t.lockwood@chesapeakecity-md.gov). INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.

#### Eligible Projects include, but are not limited to the installation, repair, or replacement of:

- Facia / Soffit / Gutters
- Door / Window / Roof
- Porch / Steps / Stoop
- Paint / Siding
- Masonry work

#### Ineligible Projects include, but are not limited to:

- Landscaping
- Signage
- Lighting
- Fencing
- Interior Project

### Grant Application Requirements:

1. Submit Façade Grant Application, Chesapeake City Zoning Application will all required supporting documentation as listed on Zoning Application, and Historic Application (if applicable) with all required supporting documentation.
2. Submit a minimum of 2 photographs of the area of the proposed project.
3. Submit a minimum of 1 estimate for the proposed project.
4. Property Owners may apply for more than one project; however, the maximum grant award per property is \$25,000.00. (Maximum limit of 2 projects per property)

### Required Project Approvals:

1. **Town of Chesapeake City:** Projects shall comply with the Chesapeake City Comprehensive Development Ordinance and shall obtain a Zoning and Historic District approval, as necessary. Zoning applications shall be reviewed by the Zoning Administrator or the Planning Commission. Historic applications shall be reviewed by the Historic District Commission.

2. **State of Maryland:** All projects shall be reviewed by the Maryland Historic Trust for impact on potential historic structures. Projects must follow the Maryland State Regulations related to all environmental certifications for lead paint or asbestos abatement.
3. **Cecil County Government:** Projects shall comply with the Cecil County Building Code and shall get a Cecil County Building Permit, as necessary.

### General Information:

1. Applicants are encouraged to provide a contribution toward the project. Contributions can be monetary, materials, and/or labor. In the instance of material or labor, documentation will be required to verify the value.
2. Applicants may choose their contractor; however, grant funds provided shall be for the lowest estimate submitted with the application.
3. Per Grant Agreement Guidelines – No part of the grant funds or project shall be used for the furtherance of sectarian religious instruction, or in connection with the design, acquisition, or construction of any building used, or to be used as a place of sectarian religious worship, instruction, program, department, services, or other explicitly religious activities. Additionally, no grant funds shall go to support projects for which the principal use of the property is one of the following types of activities; pawn shops, gun shops, tanning salons, massage parlors, adult video/book shop, adult entertainment facility, check cashing facility, gambling facility, tattoo parlor, or liquor store.
4. The Town of Chesapeake City and/or DHCD may promote an approved project including, but not limited to, taking and displaying pictures during and after the project is completed and using the information on our website, media sites, and publications provided through the Town.

### Grant Funding Information:

1. If awarded funding, property owners shall complete projects in a timely manner.
2. Grant funds shall be issued directly to the property owner as **reimbursement** for their payment to their contractor.
3. **To submit for reimbursement, the property owner shall submit to the Town:**
  - a. **Copy of invoice marked PAID**
  - b. **Proof of payment for the completed work (canceled check and/or credit card payment)**
  - c. **Photographs of the completed project**
4. Once these items are submitted, the Town will request reimbursement from the State and shall issue a reimbursement payment to the property owner within 30 days of receipt of the funds from the State.
5. **Property owners must have all reimbursement requests submitted to the Town of Chesapeake City prior to May 30, 2028.**
6. PLEASE NOTE: All work performed must comply with the submitted application and plans. Any work that is not consistent with the approved project will not be reimbursed.

### Award Criteria:

The Façade Improvement Program is administered through the Town of Chesapeake City. The application review committee will be selected by the Town of Chesapeake City and shall be non-partial to property owners within the Town.

Proposals are reviewed and scored based on the following criteria:

- commercial property in Historic District (0 - 30 points)
- demonstration of the need for the exterior improvements/repairs (0 - 30 points)
- owner contribution, labor or financial, for the project (0 - 20 points)

