

# Community Redevelopment Agency

## FAÇADE GRANT

## APPLICATION



### **City of Avon Park**

Community Redevelopment Agency

110 East Main Street

Avon Park, FL 33825

Phone: 863-452-4405 FAX: 863-452-4413

Revised April 11, 2022

**City of Avon Park**  
**Community Redevelopment Agency**  
 110 E. Main St.  
 Avon Park, FL 33825  
 Phone 863-452-4405 FAX 863-452-4413  
**Façade Grant Application**

**Date:** \_\_\_\_\_

**Owner's Name(s):** \_\_\_\_\_  
 \_\_\_\_\_

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

\_\_\_\_\_ Business Phone

\_\_\_\_\_ Cell Phone

\_\_\_\_\_ Home Phone

\_\_\_\_\_ FAX

- Applications are based on appropriated funding designated for the CRA Program and are on a first come first served basis.
- Application submittal does not guarantee funding. Application forms must be complete at time of submittal. Incomplete submittals will not be accepted.
- If funding is unavailable, applicant will be notified and will need to re-apply.
- Only deeded property owners may apply with proof of ownership, and all owners must apply or provide sufficient documentation of agreement with application (corporate resolution, affidavit from co-owner, etc.).
- Electric bills showing the name of the owner must be provided with the application.
- The limitation for reapplication for grant by same owner is twenty-four (24) months from the date of the final payment

**For Home Façade Grants:**

- Is the Property Owner Occupied? Yes \_\_\_\_\_ No \_\_\_\_\_

**Please provide the following:**

- Two bids to include, but not be limited to, product and material specifications, material costs, quantities, labor, measurements such as square and linear feet; plans and permitting. Each cost must be individually itemized. Contractors must also provide their license number, insurance, and logo on the quote Yes \_\_\_\_\_ No \_\_\_\_\_

**Summary of Proposed Improvements:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**For Rental Façade Grants:**

**Please provide the following:**

- Two bids to include license number, insurance, and logo on the quote Yes \_\_\_\_\_ No \_\_\_\_\_

**Summary of Proposed Improvements:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**For Business Façade Grants:**

Is property an actively staffed business? Yes \_\_\_\_\_ No \_\_\_\_\_

**Please provide the following:**

- Two bids to include, but not be limited to, product and material specifications, material costs, quantities, labor, measurements such as square and linear feet; plans and permitting. Each cost must be individually itemized. Contractors must also provide their license number, insurance, and logo on the quote Yes \_\_\_\_\_ No \_\_\_\_\_
- Days/Hours of operation:
 

Days of Operation	Hours of Operation
- Number of employees at location: \_\_\_\_\_

**Summary of Proposed Improvements** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Please attach the following information to the application:**

1. Photographs clearly showing existing condition of the façade, including close-ups showing detail and long shots showing adjacent structures and view from any streets,
2. Samples of all materials being used to include, but not limited to, colors, paint, and awnings if available,
3. Include historic photo if available on historic properties,
4. Applications are based on appropriated funding designated for the CRA Program and are on a first come first served basis.

**GRANT TYPES:**

- If approved, funds will be paid by the CRA directly to the contractor and owner after job is complete, as evidence by any county permit inspections and review of work by city staff. Payment shall be in the form of a two-party check with the contractor and the applicant as payees. . Under normal circumstances, project(s) shall be complete within four (4) months of approval.
- **ONLY EXTERIOR WORK IS ALLOWED WITH CRA FUNDS.**
- **CRA FAÇADE GRANT FUNDS ARE ALLOCATED TO AID IN THE PREVENTION OR ELIMINATION OF SLUM AND BLIGHT. IT IS NOT MEANT FOR HOME IMPROVEMENT USE.**
- **Examples of façade elements that qualify under the Façade grant, include but is not limited to:**

- The repair, cleaning, and/or painting of all visible surfaces of exterior walls
  - The repair of deteriorated architectural features where possible. Examples include but are not limited to, soffit, fascia, gables, stucco, columns, and siding (if visible from a street)
  - Repair or replacement of exterior doors and windows where appropriate because of their deteriorated condition or to increase the efficient use of energy in the building
  - Roof repairs, if the roof is visible from a street and is an integral part of the exterior façade improvement
- **Examples of façade elements that do not qualify under the façade grant, include but is not limited to:**
    - Any new construction
    - Renovations of foundations, interiors, driveways, parking lots, and landscaping
    - Any unattached non-permanent or temporary accessory structure
    - Sidewalks
    - Costs associated with security and solar power systems, or satellite dishes
    - Decorative fencing
    - Non-street facing entrances
    - HVAC repair/improvements
    - Plumbing repairs/improvements
    - Upgrades to existing façade elements

### **HOME FAÇADE GRANTS:**

- Total allowable funds per home are 100% of costs up to a maximum of \$5,000.00 per individual home inhabited by homeowner. Grants are available for the improvement of the façade as defined herein, and other parts of the exterior approved for grant work in the CRA Board's sole, unfettered discretion, based on reasonable and logical expansion of approved improvements to front and other visible portions of the building exterior.
- Grants are available for the improvement of roofs and the parts of the home exterior visible from a street, and other parts of the exterior approved for grant work in the CRA Board's sole, unfettered discretion, based on reasonable and logical expansion of approved "curb appeal" improvements to front and other visible portions of the building exterior. Nevertheless, no work- proposal for the sides or back of a building may be approved that does not logically and reasonable relate to work approve to the façade of the building.
- By acceptance of a grant, applicant(s) grant the City the right to enter the exterior property (but not the interior of the building without consent) to review the work done under the grant.

**RENTAL FAÇADE GRANTS:**

- Apartment complexes, rentals, and non-owner inhabited dwellings must provide 50% match up to \$2,000.00 per property. Owners of rental properties must provide an inspection report.
- Grants are available for the improvement of roofs and portions of rental building exterior visible from a street, and other parts of the exterior approved for grant work in the CRA Board’s sole, unfettered discretion based on reasonable and logical expansion of the approved “curb appeal” improvements to front and other visible portions of the building exterior. Nevertheless, no work proposal for the sides or back of a building may be approved that does not logically and reasonable relate to work approve to the façade of the building.
- By acceptance of a grant, applicant(s) grant the City the right to enter the exterior property (but not the interior of the building without consent) to review the work done under the grant.

**BUSINESS GRANTS:**

- Are available for the improvement of storefronts and other parts of the exterior approved for grant work in the CRA Board’s sole, unfettered discretion, based on reasonable and logical expansion of approved storefront façade improvements. No work proposal for the sides or back of a building may be approved that does not logically and reasonable relate to work approve to the façade of the building.
- Total allowable funds per business are 100% of costs up to a maximum of \$5,000.00 per individual storefront.
- Business site must be an active business with an approved City Occupational License.

Funding is not retroactive on projects started before CRA Board approval. Approved projects will be reviewed and monitored to ensure the work is progressing in a timely fashion. Changes in the scope of approved work and/or construction changes need to be addressed with the CRA Board prior to any new work or applicant may not be reimbursed.

**TYPE OF FAÇADE GRANT REQUEST**

- Home Façade Grant \_\_\_\_\_
- Rental Façade Grant \_\_\_\_\_
- Business Façade Grant \_\_\_\_\_

**TOTAL COST OF PROPOSED IMPROVEMENTS** \$ \_\_\_\_\_

Obtain and attach at least two bids/quotes for this project.  
Company license number and logo must be on the quote.

**TOTAL AMOUNT OF GRANT REQUESTED** \$ \_\_\_\_\_

(See Section Grant Types)

I understand this application for a Façade Grant requires that I comply with the design guidelines established by the City of Avon Park CRA Board and that the money will be granted on a reimbursable basis. Work not approved by the CRA Board will not be funded.

I understand that work needs to be completed within four (4) months (under normal circumstances) from the date of approval by the CRA Board. I understand that work commenced prior to grant approval will not be **paid by the CRA**, except change orders approved by the CRA Board as being directly related to previously approved work (i.e., approved replacement of roof tiles reveals rotten wood requiring replacement prior to new tile placement). I understand that even if a change order is appropriate as directly related to approved work, payment might not be approved.

I understand that the work and attachments must remain as part of the real property and reside within the CRA target area. I also give my permission to members of the CRA Advisory Board, CRA Board, and/or city staff to perform a walk-through before and after approval. I also give my permission to the CRA Board to place a CRA sign on my property during the improvement phase for a minimum of thirty (30) days during and after completion.

**THE CRA RESERVES THE RIGHT TO ACCEPT OR REJECT ANY APPLICATION OR PART THEREOF.**

\_\_\_\_\_  
Print Property Owner's Name

\_\_\_\_\_  
Property Owner's Signature

Date \_\_\_\_\_

\_\_\_\_\_  
Print Lessee's Name

\_\_\_\_\_  
Lessee's Signature

\_\_\_\_\_  
Date

**FAÇADE GRANT GUIDELINES**

All projects requesting a Façade Grant from the Community Redevelopment Agency (CRA) must comply with the Minimum Maintenance Ordinance #08-02 established by the Avon Park CRA Board. These guidelines have been adopted by the City Council and are supported by the Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings.

**Definition of *façade***

**1:** the front of a building *also* any face of a building given special architectural treatment, including attached garages.

**The design guidelines and CRA requirements call for the following:**

1. Changes to the façade of building or residence will not remove, alter, damage or cover up significant architectural features of the building which are original or which reflect a major alteration that is itself architecturally coherent, or which help create a unified and attractive appearance to the building and those adjacent to it.
2. Changes to facades will either: (A) partially or fully restore the appearance or “curb appeal” of the building based on actual evidence, including photographs, written documentation, data on the building site or other data; or, (B) represent a modern treatment, if appropriate, that blends into and is compatible with the building and those adjacent to it; or, (C) be work that is a reasonable and logical

extension of work done under (A) and (B) above to complete the work (example: new paint to improve curb appeal, but whole building may be approved for repainting instead of just what is visible from the street).

3. In general, repair and preservation of existing structures and facades is encouraged, unless those alterations will result in an incoherent, unattractive or inharmonious appearance.
4. For facades that have been previously substantially altered and for which a modern treatment is chosen, such a treatment will conform to the features, material rhythms, colors and general appearance of the building and those adjacent to it, particularly if the building is in a row of other buildings with identical or similar design.
5. Paint colors will be selected that are compatible with adjacent structures and preserves the historic nature of downtown.
6. Surface cleaning of structures will be undertaken with the gentlest means possible. Cleaning methods that damage the historic building materials, particularly sandblasting, shall not be undertaken.
7. Self-help projects require an estimated cost for the materials to be used to complete the project. The program will not reimburse for labor provided by the applicant. If you are a contractor seeking façade funds, the CRA will not pay for material mark-up costs.
8. Façade grants apply to the exterior of the building only, generally including paint, roofing, awnings, etc. The CRA may allow for interior repairs for ADA compliance (handicap accessible) for Business Matching Grants only.