

# 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 November 22, 2019

**The 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: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

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

\_\_\_\_\_

Business Phone	Cell Phone	Home Phone	FAX
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- 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.
- The limitation for reapplication for grant by same owner is twenty-four (24) months from the date of the final payment (reimbursement) to owner.

**For Home Façade Grants:**

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

**Please provide the following:**

- Last three (3) months of water bill Yes \_\_\_\_\_ No \_\_\_\_\_
- Last three (3) months of electric bill Yes \_\_\_\_\_ No \_\_\_\_\_
- Two bids to include license number, insurance and logo on the quote

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

\_\_\_\_\_

\_\_\_\_\_

**For Rental Façade Grants:**

**Please provide the following:**

- Last three (3) months of water bill Yes \_\_\_\_\_ No \_\_\_\_\_
- Last three (3) months of electric bill Yes \_\_\_\_\_ No \_\_\_\_\_
- Two bids to include license number, insurance and logo on the quote

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

\_\_\_\_\_

\_\_\_\_\_

**For Business Façade Grants:**

Is property an actively staffed business?

Yes \_\_\_\_\_ No \_\_\_\_\_

**Please provide the following:**

- Last three (3) months of water bill
- Last three (3) months of electric bill
- Two bids to include insurance and logo on the quote
- Copy of current occupational license
- Days/Hours of operation:

Yes \_\_\_\_\_ No \_\_\_\_\_

Yes \_\_\_\_\_ No \_\_\_\_\_

\_\_\_\_\_ Days of Operation

\_\_\_\_\_ Hours of Operation

- Number of employees at location: \_\_\_\_\_

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

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**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,
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 reimbursed after job is complete. Owner will provide copy of cancelled check(s) or other verifiable proof of payment to contractor showing payment made to contractor(s). Under normal circumstances, project(s) shall be complete within four (4) months of approval.
- **ONLY EXTERIOR WORK IS ALLOWED WITH CRA FUNDS.**

**HOME FAÇADE GRANTS:**

- Total allowable funds per home are 100% of costs up to a maximum of \$2,000.00 per individual home inhabited by homeowner.

**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. City of Avon Park’s Code Enforcement Department can do an exterior inspection.

**BUSINESS FAÇADE GRANTS:**

- Are available for the improvement of storefronts.
- 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 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 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

### 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 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.
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.