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COMMUNITY REDEVELOPMENT AGENCY
Building Facade Improvement Grant Application

APPLICANT'S NAME: _____

PROPERTY ADDRESS: _____

APPLICANT MAILING ADDRESS: _____

APPLICANT'S EMAIL ADDRESS: _____

TELEPHONE: (Business) _____ (Home) _____

SUMMARY OF PROPOSED IMPROVEMENTS: _____

Is this a phased project? Yes No (If yes, provide complete explanation)

Work may not commence on the proposed project prior to the application being approved by the Board, except in cases where and emergency relating to health and/or safety has occurred and is confirmed by the CRA staff.

THE FOLLOWING INFORMATION MUST BE ATTACHED TO THE APPLICATION :

Photographs clearly showing existing condition of the facade, including close-up showing detail, and wide pictures showing adjacent structures.

Samples of all colors, to include paint, awnings, etc., and a sample of awning material if available.

Include historic photos if available on historic properties.

If the project involves new construction or structural renovation, an application for Design Review must be prepared and submitted to the CRA for approval. Generally, new construction is not eligible for Façade Grants. However, if the project is primarily renovation or restoration , those portions of the project may be considered in conjunction with the new construction following Design approval.

The regular Façade Grant is a reimbursement of 30% of the cost of the approved project up to a cap of \$3,000.00. Properties listed on the National Register of Historic Places or designated as local contributing historic properties by the Sebring Historic Preservation Commission are eligible for a reimbursement of 60% of the cost of an approved project up to a cap of \$6,000.00. **Work must commence on an approved grant request within 30 days after approval or applicant will be required to re-apply. Work on a proposed project cannot be completed prior to the approval of the application.** Approved projects will be reviewed and monitored to insure that the work is progressing in a timely fashion. If applicant is unable to commence the project within 30 days of approval, they must submit a request for an extension to the CRA citing the reasons for the delay

an exception to this rule is available for phased projects. Projects that are not phased must be completed within 120 days or a request for an extension must be submitted. If an applicant wishes to phase a project through the CRA fiscal year it must be noted in the application.

Applications for projects must exceed a total cost of \$1,000.00 in total project costs to be eligible to apply.

Properties owners who have received an official summons to appear before the Code Enforcement Board, are ineligible to apply for assistance from the Façade Grant Program. Improvements to a building that are not related to the code enforcement violations may be considered by the Board on a case by case basis.

Requests for assistance from tax exempt/not for profit organizations, will be considered on a case by case basis after the CRA has evaluated the impact of the proposed project on the value of the surrounding properties that are not exempt.

TOTAL COST OF PROPOSED IMPROVEMENTS \$ _____
(Obtain and attach at least one bid for this project.)

TOTAL AMOUNT OF GRANT REQUESTED \$ _____
(Amount of grant may not exceed 30% of the total cost or \$3,000.00 which ever comes first unless the property is listed as Historic in which case it may not exceed 60% or \$6,000.00)

I understand that this application for a Façade Grant requires that I comply with the Design Guidelines established by the Sebring CRA and the Historic Preservation Commission, and that the money will be granted on a reimbursable basis. Those changes or improvements not approved by the CRA will not be funded. I understand that the proposed work must commence within 30 days after approval of this request or I must reapply.

I also understand that these improvements and attachments must remain as part of the real property and reside within the C.R.A. target area. I also give my permission to the C.R.A. to place a "Redevelopment by Design" sign on my property during the improvement phase and for a minimum of 30 days after completion.

The CRA reserves the right to accept or reject any application, or part thereof.

Although the Façade Grant Program is available to applicants annually. New applications will not be accepted until the previous approved application has been closed out with the CRA.

The applicant or their representative must be present at the meeting when the application is considered by the CRA, or it will be tabled.

SIGNED: _____ / / /
PROPERTY OWNER DATE

SIGNED: _____ / / /
LESSEE DATE



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COMMUNITY REDEVELOPMENT AGENCY

FACADE GRANT GUIDELINES

All projects requesting a Facade Grant from the CRA must comply with the Design Guidelines established by the Sebring CRA and the Historic Preservation Commission. These guidelines have been adopted by the City Council and are supported by the Historic Preservation Ordinance which governs the actions of the Preservation Commission.

The Design guidelines and CRA requirements call for the following:

1. Changes to the facades of buildings 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 the 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 substantially altered previously, and for which a modern treatment is chosen, such a treatment will conform with the features, materials 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 based on the original colors obtained from paint samples on the building, or be compatible with adjacent buildings and others located downtown. Trim colors which highlight building details are encouraged.
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.

8. Facade grants apply to the exterior of the building only, generally including paint, roofing, awnings, etc.. Excluded from this grant are items such as signage, parking, landscaping and sidewalks. However, these items may be considered on a case by case basis depending on the nature & scope of the project.

9. Properties owners who have received an official summons to appear before the Code Enforcement Board, are ineligible to apply for assistance from the Façade Grant Program. Improvements to a building that are not related to the code enforcement violations may be considered by the Board on a case by case basis.

10. Photographs are required after the project is complete for reimbursement.

11. Applicant must spend a minimum of \$1,000.00 to apply for reimbursement.

12. Applicant must be present at the CRA meeting that their application has been scheduled for discussion, to respond to any questions that arise during the consideration of the application. Applicants who cannot attend the scheduled meeting should notify the CRA office and request that the application be rescheduled for a subsequent when they can attend. If an applicant is not present when the application is scheduled it will not be considered by the CRA.

13. Applicant must display a CRA Sponsorship sign during the renovations and for a period of 30 days after project completion. The sign must be visible from the street. Return the sign to the CRA office after the 30 day period with photographs and the project receipts for reimbursement.

14. Damage to a building caused by weather, fire or any other cause, covered by property insurance will not be eligible for the Façade Grant Program.

15. **The CRA reserves the right to accept or reject any application, or part thereof.**