

***GAINESVILLE
COMMUNITY REDEVELOPMENT AGENCY***

**DOWNTOWN
REDEVELOPMENT DISTRICT
DRAFT**

**EXISTING COMMERCIAL BUILDING
FACADE IMPROVEMENTS
INCENTIVE PROGRAM**

Available to businesses within the Downtown Redevelopment District

Adopted October 18, 2004
Revised June 19, 2006

Commerce Building
300 E. University Avenue
Suite 240
MS 48, PO Box 490
Gainesville, FL 32602

352-334-2205 (phone)
352-334-2132 (fax)

Facade Improvement Incentive Program

I. Purpose

The Gainesville Community Redevelopment Agency (CRA) is offering a competitive matching grant program as an incentive to owners of buildings and businesses to improve building façades within the Downtown Redevelopment District. Eligible façade improvements may include removing old façade structures, installing new or replacement awnings, canopies and signs, and performing other improvements in a manner consistent with the City Land Development Code, and all applicable regulations codes and ordinances.

II. Applicant Eligibility and Requests for Funding

Building owners, or business owners occupying storefronts in an eligible building who have obtained written approval from building owners are invited to participate in the program. Applicants must use the grant proceeds only on buildings within the Downtown Redevelopment District. University Avenue, Main Street, and SE/SW 1st Avenue will be considered target corridors for this program. Applicant must match grant funds dollar-for-dollar.

1. Each storefront will be eligible for a maximum grant of up to \$5,000. If the building, regardless of the number of storefronts, has a second elevation that can be seen from the targeted corridor the building would be eligible for another \$5,000. Applicants must match grant funds dollar-for-dollar. A storefront is defined as having a street address and public access to the business.
2. The maximum grant award is \$10,000.00. No grant award shall exceed 50% of the project cost.
3. The dollar-for-dollar match provided by the Grant Recipient shall be cash value for goods and/or services.
4. Work done by business or building owner will not be funded for labor.
5. Applications will be evaluated by CRA staff according to a point system. The two highest ranked applications will receive funding. Points will be assigned as follows:

- **Project transforms the building from worst case to best case (5 points)**
- **Project is located along University Avenue, Main Street, or SE/SW 1st Avenue (3 points)**
- **Project advances an appropriate style for this building (3 points)**
- **Project preserves or restores original decorative building elements (3 points)**
- **Project is needed to attract or retain one of the following tenants: restaurant/café, upscale retail, office (5 points)**
- **Project corrects code deficiencies related to the façade (3 points)**
- **Project include removing non-original masonry- or wood cladding (3 points)**
- **The project part of a complete restoration that returns a vacant storefront of upper story space to productive use (3 points)**
- **Additional points are given for individual improvements, i.e. 1 point each for painting, awning, windows, doors, etc.**

III. Restrictions on Funding

***Nightclubs and bars as sole building occupant:* Unless the nightclub or bar has been in business for more than three (3) years, costs related to painting the building or addition of business signage will not be eligible for the grant program.**

***Nightclubs and bars with additional uses in upper-stories:* Unless the nightclub or bar has been in business for more than three (3) years, the addition of business signage will not be eligible for the grant program.**

***Funding is for façade work only:* only costs related to exterior work that is visible from the target corridors are eligible for the façade grant program.**

IV. Application Deadline

Applicants must submit their applications to the CRA no later than 5:00 PM on July 28, 2006. Submit application to:

Gainesville Community Redevelopment Agency
Attention: Facade Improvement Incentive Program
MS 48, PO Box 490
Gainesville, FL 32602-0490

V. Grant Guidelines

1. The building façades eligible for the program must be within the Downtown Redevelopment District.
2. The grant funds may not exceed 50% of the façade improvement project.
3. Buildings must meet Health and Safety Standards of the code.
4. Grants may be awarded for projects started before the grant award provided all provisions of the matching grant program are met.
5. All improvements conducted with the use of matching grant funds must be performed in a manner consistent with the City Land Development Code, and all applicable regulations, codes and ordinances.
6. Grant recipients and building owners must agree that improvements made using these funds will stay in place a minimum of five years. If the improvements are replaced within five years of façade project completion, the grant recipient must repay a pro rata portion of the grant proceeds invested in the project for the number of months remaining. By acceptance of the Grant, Grant Recipient and, if applicable, building owners, agree to restore and maintain (keep in good working condition and appearance) the improvements during the five year period, and upon failing to do so shall be obligated to repay a pro rata portion of the grant as described above. The same requirement shall be in effect if the building or business lease is transferred within five years of façade project completion. Exceptions:
 - i. The improvement has been damaged beyond repair (i.e. broken awning) and the grant recipient has replaced the improvement.
 - ii. The improvement was replaced for the purpose of further renovation that will enhance the project, as determined in the sole discretion of the Executive Director or designee.
7. Applicant is responsible for obtaining or having obtained all required building permits for the work undertaken and must have a current business license.
8. Projects must be completed within 6 months of the grant award. The CRA shall disburse funds to the grant recipient or contractor with grant recipient's approval only upon demonstration that the work has been completed.
9. Grant recipients may undertake projects in a limited number of phases over a two-year span. If the entire design is approved as part of the initial application, staff approval only will be required on additional phases. Approval of the initial application does not insure that funding will be available for later phases.
10. Grant extensions shall be granted by the CRA on a very limited, case-by-case basis where the contractor is having difficulty meeting the deadline due to weather delay, scheduling conflicts or supply issues.
11. The CRA shall have no liability for workmanship, design, or construction related to the project receiving grant funds under this program.
12. Once a maximum grant for any storefront has been awarded, the business occupying the storefront or building owner cannot reapply for another grant for the same location for a 5-year period.
14. New grant applicants will have priority over projects applying for funding for phased work.
15. Grant Recipient agrees to allow the CRA to photograph the project for use in future publications.

V. Digital Design Assistance

In an effort to encourage participation in the Facade Improvement Incentive Program, the CRA will offer a technical assistance/digital design consultation to potential grant applicants. This "one-on-one" assistance will be provided to help the building/business owner determine the most effective changes for their building and complete their grant application. Grant applicants will discuss proposed changes with CRA staff and then receive a digitally enhanced image of the changes for inclusion in the grant application.

VI. Eligible Expenses

1. Signs - including removing the old and the design, production and installation of new signs or renovation of existing signs if compliant with current codes.
2. Awnings/Canopies - including the removal of the old and the design, production, and installation of new awnings and canopies.
3. Facades - Includes work performed on the exterior storefront of a building such as cleaning masonry (high pressure water or steam - sandblasting is prohibited on masonry structures), painting, re-pointing or mortar joints, woodwork, window and/or door replacement, other repairs or rebuilding historic storefronts.
4. Walls, Fencing and Landscaping – Includes work that removes and replaces or adds appropriate fencing and landscaping to hide incompatible uses or negative site elements such as storage yards, outdoor fabrication, work area, or dumpsters.
5. Removing and disposing of old façade coverings (i.e. vinyl and aluminum cladding, window boards)
6. Architectural fees (not to exceed \$500 of grant amount).
7. Removing old wood, aluminum, or stucco cladding – includes materials and services to remove the cladding.

VII. Grant Application Process

The Grant application process is as follows:

1. Applicant submits grant application and all necessary documentation to the CRA by 5:00 PM July 28, 2006.
2. Staff reviews and makes recommendation to Downtown Redevelopment Advisory Board.
3. Downtown Redevelopment Advisory Board reviews, approves, disapproves or approves with conditions.
4. Applications will be presented to the Executive Director or his designee for final approval.
5. The CRA will notify applicant of approval or denial in writing.
6. Grant recipient requests funds after completing the proposed façade improvements.
7. CRA staff inspects the project to verify completion of work as proposed in the application.
8. CRA disburses funds to grant recipient within 30 days of approval of the completed project.

Applications containing the following items shall be deemed complete:

1. Completed application form
2. Photograph of the existing building conditions.
3. Sketches and/or digital illustrations of elevations of proposed improvements.
4. Description of materials to be used, the construction procedure and proposed colors.
5. Two cost estimates from different sources.
6. Evidence of agreement with Program requirements by building owner, for business owner applicants.
7. Selected contractor's general liability insurance certificate and contractor's license.

VIII. Funding

Matching grants of up to \$5,000 (per building face which fronts a street, up to two building faces) are offered subject to an annual allocation of tax increment funds for the Downtown Redevelopment District. Business or building owners are required to provide a dollar for dollar match to the funds provided by the CRA.

IX. Nondiscrimination

The Facade Improvement Incentive Program shall be available to anyone meeting the eligibility requirements and no one shall be denied the benefits of the Program because of race, color, national origin, gender, or sexual orientation.

Adopted October 18, 2004

Updated April 1, 2005

Revised June 19, 2006

**Façade Improvement Incentive Program Grant Application
Downtown Program**

*Community Redevelopment Agency
MS 48, PO Box 490, Gainesville, FL 32602-0490
Phone (352) 334-2205, Fax (352) 334-2132*

****INSTRUCTIONS****
PLEASE READ ALL SECTIONS – INCOMPLETE APPLICATIONS WILL NOT BE EVALUATED
ONLY ORIGINAL APPLICATIONS WILL BE ACCEPTED
PLEASE TYPE OR PRINT LEGIBLY

SECTION 1 APPLICANT INFORMATION

Your Name: _____ Name of Business: _____

Mailing Address: _____

Street City State Zip Code

Telephone: (____) _____ E-Mail: _____

Building Address: _____

If you are not the Building Owner, please complete Section II below.

SECTION 2 BUILDING OWNER INFORMATION (To be completed by tenant)

Owner Name: _____

Mailing Address: _____

Street City State Zip

Code _____

Telephone: (____) _____ E-Mail: _____

SECTION 3 BUILDING INFORMATION

1. Building Address: _____
Number Street

2. Bars and Nightclubs:

-Check boxes if ground floor business is primarily a bar or nightclub and been in this location for more than 3 years

-Check box if additional businesses, except a bar or nightclub, are located on upper floors

3. Building improvements proposed in this application. Check all that apply. (Each improvement is valued at 1 point)

- Paint Signage Replace windows and doors Exterior lighting Remove old cladding (stucco, metal)
- Powerwashing Repair masonry Remove old wiring Repair wood work Other _____

SECTION 4 SELECTION CRITERIA

Please check the appropriate boxes:

1. Is the project expected to transform the building from worst case to best case (5 points)
2. Is the project located along University Avenue, Main Street, or SE/SW 1st Avenue (3 points)
3. Does the project advance an appropriate style for this building? (3 points)
4. Does the project preserve or restore original decorative building elements? (3 points)
5. Is the project needed to attract or retain one of the following tenants: restaurant/café, upscale retail, office (5 points)
6. Does the project correct code deficiencies related to the façade? (3 points) Please explain.
7. Does the project include removing non-original masonry- or wood cladding? (3 points)
8. Is the project part of a complete restoration that returns a vacant storefront of upper story space to productive use? (3 points)

SECTION 5 CONTRACTOR'S COST ESTIMATES

You must attach at least two (2) cost estimates from different contractors for all categories of work. All estimates must include identical scopes of service. If applicable to the selected prime contractor, attach copies of contractor's general liability insurance certificate and contractor's license.

Please check the contractor selected for this project.

- Name of Contractor #1: _____ Cost Estimate: \$ _____
- Name of Contractor #2: _____ Cost Estimate: \$ _____

SECTION 6 SIGNATURES

Your application must include all of the following:

1. Proof of building ownership or letter of consent from the owner.
2. Photograph of the existing building showing exterior conditions.
3. Sketches and/or elevations of proposed improvements, including colors.
4. Description of how proposed improvements comply with the University Heights Special Area Plan.
5. Description of materials to be used and the construction procedure.
6. Two cost estimates from different sources. Scopes of service from each contractor must be identical.
7. Selected contractor's general liability insurance certificate and contractor's license.

AS BUILDING OWNER, I certify that I have reviewed the Application, understand that this grant will pay a portion of building improvements to be completed and I approve of the proposed improvements. I also accept responsibility (both jointly and severally) for the construction and maintenance pursuant to the grant program, a copy of which is attached hereto and incorporated herein.

Signature of Building Owner **Date**

AS APPLICANT, I understand that this grant does not constitute a permit and permits must be obtained in order for the work to be allowed. I also understand that the CRA is responsible only for the grant amount and no more. I also accept responsibility (Both jointly and severally) for the construction and maintenance of any improvements pursuant to the grant program.

Signature of Applicant **Date**

FOR CRA USE ONLY: DO NOT WRITE IN THIS SECTION

Date & Time Application Received: _____ **Advisory Board Review Date:** _____

Received by (print name): _____

• Proof of ownership attached?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
• Photographs attached?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
• Description of compliance with Special Area plans attached?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
• Description of materials attached?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
• Two cost estimates attached?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
• Sketches and/or elevations attached?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
• Final Approval by Executive Director.	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Date: _____

END OF APPLICATION