



CITY OF EAGLE LAKE

COMMUNITY  
REDEVELOPMENT  
AGENCY

**Commercial  
Facade Grant  
2011**

P. O. Box 129  
Eagle Lake, FL 33839  
863.293.4141



**CITY OF EAGLE LAKE**  
**Facade Renovation Grant Program**  
**Application Checklist**  
**CRA Commercial Rehabilitation**  
(Completed by Property Owner, Business Owner, and City)

Ownership Information: \_\_\_\_\_ Date: \_\_\_\_\_  
Owner: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell: \_\_\_\_\_  
Address: \_\_\_\_\_

Check when completed:

- Warranty Deed (copy)
- Business Status (Incorporation, Partnership, or other legal document)
- Valid Business License (city/county/state)
- 504 Compliance (handicapped accessibility for those businesses requiring access)
- Conflict of Interest - business or personal relationship w/CRA Commission? \_\_\_ Yes \_\_\_ No

Site Information:

- Parcel Number(s) Tax Records
- Site Address
- Building over 50 years old? \_\_\_ Yes \_\_\_ No
- Architectural drawings and/or Photographs (before) w/project list
- Scope of work      Cost breakdown      Quotes and color samples      *Need all 3*

Lease:

- Business owner verification
- Approval from owner for planned rehabilitation (written/notarized)
- Copy of current lease
- Valid Business License (city/county/state)
- 504 compliance (handicapped accessibility)
- Conflict of Interest - Business or personal relationship w/CRA Commission? \_\_\_ Yes \_\_\_ No

Vacant Building:

- Ownership verification
- Valid lease or occupancy after rehabilitation
- Business status (Incorporation, partnership, or legal document)
- Valid Business License (city/county/state)
- 504 compliance (handicapped accessibility)
- Conflict of Interest - Business or personal relationship w/CRA Commission? \_\_\_ Yes \_\_\_ No

Notes:

**ANY COST FOR WORK PREVIOUSLY COMPLETED PRIOR TO AN APPROVED APPLICATION CANNOT BE REIMBURSED UNDER ANY CIRCUMSTANCE. DO NOT START ANY PHYSICAL RENOVATIONS UNTIL AFTER FINAL APPROVAL BY THE CRA, COMPLETION OF THE CONTRACT WITH THE CITY & NOTICE TO PROCEED HAS BEEN ISSUED.**

## Procedure

1. Submit completed application and checklist with supporting data to the CRA
2. CRA Staff evaluates the application based on the applicant meeting the program guidelines.
3. CRA Staff makes recommendation to the CRA Board.
4. The CRA vote on staff's recommendation. The CRA Board meets on the 1st Monday of each month. Upon approval by the board, written notice will be sent to the property owner and work can begin. No work should start until written notice is received.
5. Grantee is responsible for obtaining any permits required to do the project. Cost of the permitting cannot be part of the grant funding.
6. When the project is complete the CRA will reimburse the owner 100% of the approved/paid bill with the CRA maximum contribution being \$2,000.00. A social security number will be required for tax purposes.
7. Any unapproved changes will void the grant. If grantee decided to change the project after approval they MUST contact the CRA office.

## Supporting Data Checklist

### PAINT:

Provide samples of the colors chosen

Mark which color will be the body color and which will be the accent colors

Note where each color will be used

Submit written estimate from painter of your choice

### MAJOR FACADE ALTERATION:

Provide a rendering of major changes, including paint colors

Submit a written estimate from contractor



# Commercial Grant Program For Facades 2010

## Introduction

The purpose of this program is to restore, improve, or create esthetically pleasing features to the facades of commercial structures within in the Community Redevelopment District. The program is meant to enhance the commercial structures without compromising the character of the area.

## Who Can Apply

Any commercial property owner within the CRA District can apply.

## Program Guidelines

1. Only one grant shall be awarded per commercial structure. Grant funds awarded require all receipts for work be presented to the CRA staff BEFORE any funds will be disbursed. Funds will be awarded up to \$2,000.00 for facades.
2. Where practical, all building facades shall be restored to their original period design. If it is deemed not practical by the CRA Board, then a similar architectural design shall be used. All horizontal and vertical features (lintels and piers) shall be retained.
3. If a structure does not have a historically significant architectural design or feature, then a proposed historic design may be substituted to qualify for this grant program.
4. All commercial structures shall be designed, constructed, and maintained to compliment and accept the architectural features of the building.
5. All color schemes shall accent the structure as well as harmonize with adjacent buildings. Colors shall be period specific.
6. No grant monies shall be used to perform general repair, structural or habitable work, or otherwise to meet code to occupy structure.

## Relocation

It is not the intent of the CRA to engage in any rehabilitation activity that requires vacating a property.