



City of Crescent City Community Redevelopment Agency Redevelopment Grant Program



The Redevelopment Grant is a CRA program that serves to support private redevelopment projects.

OBJECTIVES

- Ensure redevelopment continues, including rehabilitation and renovation of the City's existing older commercial buildings and to improve building infrastructure.
- Assist businesses relocating to a more suitable location and allow for re-merchandising of vacated space.
- Support commercial property owners and listing realtors in obtaining the highest and best use of vacant and semi-occupied properties.
- Eliminate blighted conditions for properties and to offset costs of such upgrades as; ADA, building code, sprinkler systems, utilities, egress, and parking.
- Attract private sector investment.
- Grow employment and business opportunities to sustain the economic health of Crescent City and enhance the quality of life for its residents.

GRANT CATEGORIES

The Redevelopment Grant Program is designed to support redevelopment projects in the North, Central and South Districts of the CRA. Since not all redevelopment obstacles are the same, this program allows the CRA the flexibility to choose from a variety of options to facilitate projects that would not happen without CRA assistance at some level. Grant funds will require a redevelopment agreement and target specific elements of the project.

- I. Significant upgrade of commercial properties.
- II. Improvements to the leasehold space in a comprehensive manner so the building can be prepared for multiple tenants and/or an anchor tenant.
- III. Redesign and renovation or restoration of the building facade and exterior grounds of the property.
- IV. Redesign and improvement of the public space/streetscape in front of the property.
- V. Redevelopment of second floor space to accommodate residential units.
- VI. Improvements and actions designed to prevent further deterioration, decay, and general demolition by neglect. This can include termite treatment, stabilization of the structure, weatherization, etc.
- VII. Improvements to residential properties to address slum and blight conditions.
- VIII. Improvements to address deficiencies in ADA, building code, utilities, egress, parking, etc.

EVALUATION CRITERIA

The project will be evaluated based upon the following criteria.

- Listed on the Targeted Buildings List.
- Contributing Structure in the National Register or Local Historic District.
- National Register or Local Historic Landmark.
- Economic benefit to the surrounding properties and targeted redevelopment properties.
- Increase in commercial ad valorem taxable value.
- Amount of improved square footage.
- Renovation or construction that will spur additional development and private investment.
- Renovation or construction that will have a substantial visual impact.
- Job Creation
- Reduces or eliminates slum and blight conditions.
- Property owner and/or business is in good standing with the city, i.e., no liens, code enforcement violations (unless the grant request is to address violations), delinquent taxes, etc.

GRANT CRITERIA

- Must be a property located within CRA district boundaries.
- Grants up to and including \$5,000 require no match, although a match will increase the ranking of the project.
- Grants over \$5,000 require 50% match unless the property is a contributing structure in the National Register or Local Historic District, a National Register or Local Historic Landmark, or a “Targeted Building” on the Targeted Building List, in which case the match is 0% - 25%.
- Maximum grant award is \$10,000 unless the property is a contributing structure in the National Register or Local Historic District, a National Register or Local Historic Landmark, or a “Targeted Building” on the Targeted Building List, in which case the maximum award is \$20,000.
- Only one grant may be awarded, per fiscal year, for each street address. Grants must be closed out before another grant may be awarded.
- Work on historical buildings cannot be such that the result would be to remove the property from eligibility for historic designation. [The improvements cannot remove or alter historic character or elements of the architecture.]

ELIGIBILITY

Eligible participants include both property owners and business lessees with written authorization of the property owner.

Ineligible participants:

- Government offices and agencies (non-governmental, for-profit, tenants are eligible)
- Properties that are delinquent with property taxes
- Properties with unresolved code enforcement liens

In general, grant assistance is focused on visible improvements of the exterior area of the property. The following exterior improvements are eligible examples, but not limited to:

- Removal of a false material that may cover the original building appearance, such as plywood, metal or deteriorated stucco.
- Pressure cleaning
- New stucco or stucco repair

- Painting
- New windows or replacements
- New doors or replacements
- New or replacement woodwork
- Roof work visible from the street
- Masonry work (new or repointing of mortar joints)
- Signs (including the removal of old signs and the design, production and installation of new signs)
- Awnings (including the removal of old awnings and installation of new awnings)
- Tear out required to build a new entrance into the building
- Landscaping, irrigation, and planters
- Repair of parking lot
- Lighting of the exterior
- Brick or textured pavement
- Creating outdoor dining areas
- Shade structures
- Knee walls
- Trash enclosures
- ADA improvements
- Plans, permit and design review fees can be reimbursed through the program.

Grant assistance is also to prepare the space for an anchor tenant, or multiple tenants. The following improvements, but not limited to, are eligible:

- Utility and structural upgrades
- Fixed improvements to interior spaces.
- Interior painting and finishing
- Flooring (tile, carpet or wood)
- Ceiling improvements (including drop - ceiling systems)
- Additional lighting
- Storefront lighting
- Installation in preparation of kitchen equipment, micro-brewery, or such items needing structural modification.
- ADA and code compliance

Ineligible work: Billboards; security systems; non-permanent fixtures; interior window coverings; personal property and equipment; security bars; razor/barbed wire fencing; other items not listed as eligible above.

APPLICATION

You must submit a written application. Staff will then work with you to help you meet program conditions that are required for a commitment of funds. Incomplete applications will not be accepted.

CONTRACTURAL AGREEMENT

Approved applicants will have to enter a contractual agreement with the CRA prior to disbursement of grant funds. An agreement will be drawn up which will include the amount of the grant,

improvements to be made and a repayment schedule if the improvements are removed or altered by the recipient. Grant funds will be paid directly to vendors performing the work/improvements. All proposals must meet State building code requirements as well as City of Crescent City code requirements.

DESIGN

Design and planning costs directly related to the application for grant funds under the grant program may be reimbursed from grant monies once a contract is signed.

APPROVALS

The City and CRA have the sole authority to determine eligibility of proposed work and confirmation of completed work. Certain work may be required or precluded as a condition of funding. Participants will be responsible for obtaining necessary regulatory approvals, including any needed by City departments or boards and including, but not limited to, building permits and any other necessary permits. All work must comply with city, state, and federal regulations.

COMPETITIVE BIDDING

Applicants are required to get at least three (3) written bids for proposed work. All contractors must be insured and licensed by the State of Florida. All construction contracts will be between the applicant and contractor. Permittable work that requires a licensed contractor must be bid by licensed contractors to be eligible. The CRA will disburse payments directly to the licensed contractor and vendors. Disbursements to the applicant will be based on receipts for materials directly related to the project.

GRANT TIMELINE

Application Deadline June 1, 2023
Applications with all necessary paperwork must be received at City Hall by end of business on June 1, 2023. Staff will review all applications for accuracy and may request additional information, bids, or other documentation. Staff will rank order the applications based on the criteria for presentation to the CRA Board.

Presentation to the CRA Board August 10, 2023
Staff will present the applications to the CRA Board with a recommended ranking. The CRA Board will then approve a final ranking for funding in FY 2023-24.

First Reading of CRA Budget and preliminary approval of grant awards September 14, 2023

Second and Final Reading of CRA Budget and final approval of awards September 28, 2023

Grant funding improvements may begin October 1, 2023

GENERAL CONDITIONS

The following general conditions will apply to all projects:

- Improvements funded by the grant will be maintained in good order.
- Property taxes must be current, and participants may have no debts in arrears to the City when a contract is signed.
- Applicants must show proof of property insurance.
- All projects will display signage indicating the CRA’s involvement in the improvement work. Signs will be provided by the CRA.

**Appendix A
Targeted Building List**

Central CRA Targeted Buildings:

512 Central Avenue
508 Central Avenue
501 Central Avenue
422 Central Avenue
338 Central Avenue
324 Central Avenue
310 Central Avenue
306 Central Avenue
236 Central Avenue
230 Central Avenue
222 Central Avenue
133 Central Avenue
125 Central Avenue
124 Central Avenue
11 S. Lake Street
427 N. Summit Street
113 N. Summit Street
111 N. Summit Street
105 N. Summit Street
42 N. Summit Street
14 N. Summit Street
6 N. Summit Street
2 S. Summit Street
201 S. Summit Street
203 S. Summit Street
209 S. Summit Street
227 S. Summit Street

North CRA Targeted Buildings:

1005 N. Summit Street
915 – 925 N. Summit Street
700 Grove Street
706 Grove Street
708 Grove Street
722 Grove Street
724 Grove Street
726 Grove Street
728 Grove Street
730 Grove Street

South CRA Targeted Buildings:

551 S. Summit Street
352 S. Summit Street
301 S. Summit Street
300 S. Summit Street

**City of Crescent City
Community Redevelopment Agency (CRA) Redevelopment Grant Application**

1. Name of Property Owner: _____

Name of Co-Owner: _____

Business Name: _____

Property Address: _____

Mailing Address: _____

E-mail Address: _____

Parcel ID #: _____

2. Description of the improvement(s):

Attach a drawing or rendering of the planned improvements, as well as any descriptive material.

3. Current photos of the property or structure must be attached to this application.

4. Total Redevelopment Project Costs: _____

5. Attach estimates or project cost list:

I. Significant Building Upgrades... _____

II. Interior and Leasehold Improvements... _____

III. Building Façade & Exterior Grounds _____

Other _____

Total Redevelopment Project Costs... _____

6. The undersigned applicant agrees to allow the work specified in this agreement to be completed as designed.
7. All Grant Applications must receive approval by The City of Crescent City CRA prior to work beginning.
8. The undersigned agrees to repay the cost of improvements that are removed, altered, painted over, or reconstructed after the grant funded work is complete. The repayment shall be as follows:

Time frame	Repayment
Within 2 years	100% of total
Within 3 years	75% of total
Within 4 years	50% of total
Within 5 years	25% of total
9. Work can be completed by either a contractor (specializing in the area that is applied for) or by the applicant themselves. If an applicant chooses to perform their own work, they may not request reimbursement for their own labor or major tool purchases.
10. Property must be current in water/sewer/garbage, and tax bills and without City liens. All businesses on the property must have a Business Tax Receipt.

(Applicant Signature)	(Date)	(Phone#)
(Printed Name)		
(Co-Applicant Signature)	(Date)	(Phone#)
(Printed Name)		