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**RESOLUTION 2017- 06**

**A RESOLUTION OF THE CITY OF TAVARES, FLORIDA CITY COUNCIL SITTING AS THE COMMUNITY REDEVELOPMENT AGENCY; REPEALING AND REPLACING THE FAÇADE GRANT IMPROVEMENT REIMBURSEMENT PROGRAM.**

**WHEREAS**, the City of Tavares has established a Community Redevelopment Agency (hereafter known as the CRA) responsible for developing improvement measures for a portion of the City; and

**WHEREAS**, the CRA adopted through Resolution 2001-05, subsequently amended by resolutions 2004-06, 2005-17, 2005-26 and 2006-18 a “Façade Improvement Reimbursement Program” reimbursing participating property owners for a portion of the cost of certain eligible façade improvements (hereafter known as the Program); and

**WHEREAS**, the CRA has determined the need to repeal and replace the existing program in its entirety with an updated Program.

**THEREFORE, BE IT RESOLVED BY THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF TAVARES, FLORIDA:**

**SECTION I. DEFINITIONS**

The following are the definition of terms for this resolution:

**Improvements considered eligible for Reimbursement** - All improvements visible from a public street, sidewalk or right of way are considered eligible, unless specifically prohibited by other program requirements and all external and internal renovations made specifically to accommodate accessibility in accordance with the Americans with Disabilities Act (ADA). Examples of eligible items are:

1. Awnings
2. Brickwork
3. Replacement of siding
4. Painting
5. Lighting
6. Signage
7. Windows
8. Total Roof Replacement
9. ADA access improvements
10. New landscape installation or total replacement
11. Installation of decorative fencing and/or handrails

**Improvements not considered eligible** - The following improvements are not considered eligible for reimbursement or in the determination of the total cost of the improvements:

- 1
- 2 1. Any internal improvements not visible from a public street
- 3 2. General building/property maintenance such as cleaning
- 4 3. Roof repairs
- 5 4. Landscape maintenance
- 6

## 7 **SECTION II. PROCEDURE**

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9 In general, the Program shall reimburse participating private property owners for a portion of  
10 facade improvements considered eligible for reimbursement on commercial and residential property  
11 located within the Community Redevelopment Area as illustrated in Exhibit A (attached). Approved  
12 applicants shall be reimbursed up to fifty (50%) percent of the total cost of eligible facade  
13 improvements or ten thousand (\$10,000) dollars, whichever is less. All improvements must be pre-  
14 approved.

15 The application procedure for grant reimbursement is as follows:

- 16
- 17 1. **Application** – Eligible property owners shall make application on forms developed by City  
18 Staff for reimbursement of proposed facade improvements.

19

20 These improvements must:

- 21
- 22 a. Be on an existing building within the Redevelopment Area shown on Attachment A.
  - 23 b. Be easily seen from a public street.
  - 24 c. Be approvable for a City Building Permit if applicable.
- 25

26 Along with the application, the applicant must submit three (3) estimates from licensed contractors  
27 for the labor and materials for the improvements. If a licensed contractor does the improvements,  
28 both materials and labor will qualify for reimbursement. If the owner/applicant does the  
29 improvements, only the materials will qualify for reimbursement.

- 30
- 31 2. **Application Review Process** - The City Staff shall use the following criteria in making  
32 their decision to either approve or deny the application:

- 33
- 34 a. The improvements comply with the minimum program criteria, and
  - 35
  - 36 b. The improvements are consistent with the historical and aesthetic nature of the area, and
  - 37
  - 38 c. The estimates for the improvements are reasonable and within acceptable range for the  
39 particular improvements, and
  - 40

- 41 3. **Reimbursement Process** - Once construction is completed, the City Staff shall be  
42 responsible for the final inspection and reimbursement of the approved funds from the CRA Trust  
43 Fund. The Staff shall provide the approved reimbursement funds within 30 days after the Staff  
44 determines:

- 1 a. A Certificate of Completion has been issued by the Building Official, and
- 2
- 3 b. Said improvements are consistent with the approved improvements.
- 4

5 **SECTION III - Expiration** - All approved work must be completed within six (6) months of  
6 approval to maintain eligibility in the Program. City staff may extend this expiration date on a case  
7 by case basis if City staff finds extenuating circumstances prevented the completion of the work.

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9 **SECTION IV - Funding**

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11 The Community Redevelopment Agency shall annually establish a budget for this façade  
12 renovation program.

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14 **SECTION V**

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16 This resolution shall take effect immediately upon its final adoption by the City of Tavares  
17 Community Redevelopment Agency.

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19 **PASSED AND RESOLVED** this 3<sup>rd</sup> day of May, 2017 by the City of Tavares Community  
20 Redevelopment Agency.

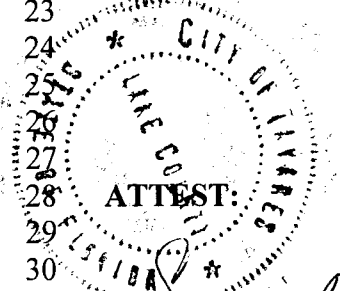
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26 Lori Pfister, Mayor  
27 Community Redevelopment Agency

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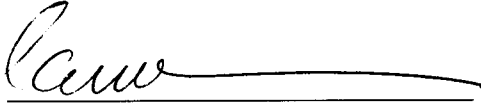
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31 Susie Novack, City Clerk

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35 Approved as to form:

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37 \_\_\_\_\_  
38 Robert Q. Williams, City Attorney