

RESIDENTIAL FAÇADE GRANT PROGRAM

I. STATEMENT OF PURPOSE

This grant program is to provide assistance for improving the appearance and encouraging investment in single-family homes in zoned single-family redevelopment areas. The appearance of homes plays an important role in creating a positive image of a residential district and improving the quality of life in a community.

II. ELIGIBILITY

Homesteaded single family homeowners in the Downtown, Main Street and Midtown Redevelopment Areas are eligible for facade grant funds, provided the following conditions are met:

- Applicant must be the owner of a single-family residential property with a homestead exemption or proposing to convert a residential property to qualify for a homestead exemption, subject to the criteria in Section IV A.
- The single-family home must be a permitted use in its zoning district.
- Chain link fence cannot be in the front yard of the home (rear yard is acceptable). Grant funds can be used to remove or replace the chain link fences with picket fences.

III. ELIGIBLE PROJECTS

In general, the program is intended to restrict the use of grant funds to visible improvements of the exterior façade for residential buildings. Exterior improvements include, but not limited to:

- Removal of false façade (front)
- Restoring the building to its original constructed materials
- Stucco or clapboard restoration
- Painting (all colors must be approved)
- Window or door repair or replacement
- Repointing of mortar joints
- Porch replacement and carpentry
- Picket fences in front of buildings
- Awnings (including the removal of old awnings and canopies and installation of new canvas awnings)
- Installation of front lawn landscaping (trees, shrubs, groundcover and perennial plants)
- Installation of front lawn irrigation system and offline meter
- Replace historic (barrel tile) roofs
- Installation of brick or texture pavement
- Roof repair (Midtown Redevelopment Area Only)
- Installation of AC units (Midtown Redevelopment Area Only)

IV. PROJECT FUNDING

The projects will be funded with available funds from the applicable Redevelopment Trust Fund based on the following limits:

A. Funding

The following eligible projects may receive grant awards:

1. Existing home-owner residential may receive grants of up to 50% of the total project cost with no single grant exceeding \$5,000. For Midtown Redevelopment Area only, 100% of the total project cost is eligible with no single grant exceeding \$10,000.
2. Existing non-homesteaded single family home (rental) planned for conversion to homeowner occupied may receive grants of up to 75% of the total project cost with no single grant exceeding \$5,000. For Midtown Redevelopment Area only, existing non-homesteaded single family home (rental) does not require a conversion to a homeowner occupied property. 100% of the total project cost is eligible with no single grant exceeding \$10,000.
3. Existing multi-family residential planned for conversion to homeowner occupied, single family residential may receive grants of up to 75% of the total project cost with no single grant exceeding \$10,000. For Midtown Redevelopment Area only, existing multi-family residential does not require a conversion to a homeowner occupied property. 100% of the total project cost is eligible with no single grant exceeding \$20,000.

B. Limit on Allocation of Funds

Grants for residential projects may be applied for one time within a ten year period.

C. Matching Funds

Match should be in cash. There is no match requirement for the Midtown Redevelopment Area.

D. Award

Grants will be awarded on a first come, first ready serve basis. A project will be deemed ready when the City has approved all work, cost estimates, plans, color selections, etc., for consistency with the requirements of this Program. The award of a grant means that the grant funds are committed/reserved, subject to the conditions below.

E. Deadline for Completion of Improvements

Except as provided below, the owner (or the owner's contractor) must complete the improvements subject to the grant award within 90 days of the date of the written notice to proceed provided by Redevelopment staff.

F. Disbursement of Awarded Grant Funds

Funds will be disbursed as a reimbursement to the grantee/property owner upon completion of the proposed work and compliance with the grant program requirements. For Midtown Redevelopment Area only, funds will be disbursed as a reimbursement to the licensed contractor upon completion of the work and compliance with the grant program requirements. For proposed work that is eligible and does not require a permit (painting), funds will be disbursed as a reimbursement to the person performing the work upon completion of the work and compliance with the grant program requirements.

V. PROGRAM ADMINISTRATION

The Redevelopment Staff is responsible for the management of the program. The program is subject to overall policy direction and general oversight by the Daytona Beach Community Redevelopment Agency (CRA).

Grants will be administered following the City's purchasing policies. The Redevelopment staff will receive and process recommendations for approval. Redevelopment staff will work with the grant applicant to ensure the applications comply with the codes and ordinances of the City of Daytona Beach.

A. Application Process

1. Applicant (property owner) contacts Redevelopment staff for a Grant Application. If the applicant is the lessee, written consent of the owner should be attached to the application.
2. Redevelopment staff discusses the process, including permitting needs, with the owner/and/or their contractor/architect.
3. Owner/Contractor/Architect prepares a detailed outline of the proposed project. This will include:
 - a. Photographs, clearly showing existing conditions.
 - b. Detailed drawing, to approximate scale, showing proposed improvements.
 - c. Written specifications outlining scope of work.
 - d. Sample of facade colors to be used on facade and signs.
 - e. Project budget, showing estimates of all work items.
4. Redevelopment staff reviews the project to ensure compliance with program guidelines.
5. Redevelopment staff informs applicant of funding decisions.

*Daytona Beach Community Redevelopment Agency
Residential Facade Grant Program*

6. For work that is performed by a contractor, the City may require, as a condition of the award, written consent of the property owner and a written contract, prior to disbursement.
7. Applicant/Contractor presents plans to Permits & Licensing Division for review of building regulations.
8. Permits & Licensing Division issues building permit.
9. Project work commences within 30 days of obtaining a building permit.
10. Upon completion, City of Daytona Beach approves work and issues a Certificate of Completion to applicant.
11. Applicant provides Redevelopment staff with documentation of project, permits, certificate of completion, canceled checks or paid receipts. For the Midtown Redevelopment Area only, no canceled checks or paid receipts are required.
12. Redevelopment staff inspects project to determine compliance with guidelines and issues a request for payment to owner. For Midtown Redevelopment Area only, the payment will be issued directly to the licensed contractor.

B. Grant awards criteria:

Grant awards will be based on the following criteria:

1. Consistency of the project with established redevelopment design guidelines.
2. Project includes eligible expenses.
3. Project includes all necessary improvements to improve the exterior appearance of the building to meet all applicable Redevelopment Appearance Standards (Article 18§5).
4. The property owner does not owe the City money.
5. The property has a homesteaded exemption or will be applying for a homestead exemption subject to the criteria in Section IV A.
6. For grants that exceed a 50% match and homeownership is a prerequisite, a lien of the value of the grant shall be placed on the property for five years. For the Midtown Redevelopment Area only, there is no match and no lien requirement.

C. Permits and Contractors

1. Construction work must be done by a licensed contractor.
2. Project work must commence within 30 days of obtaining the appropriate permits.
3. **PERMITS WHICH MUST BE PULLED:**
 - Electrical
 - Awnings
 - Signage
 - (Building)Renovation – Structural Renovation or Structural Aesthetic Changes

No permits are needed for painting. Paint colors must be approved by Redevelopment.

VI. PROJECT DESIGN GUIDELINES

1. Changes to the facade of the building will not remove, alter, damage, or cover up significant architectural features of the building which are original or which reflect a major alteration or addition that has historic architectural value in its own right, or which help create a unified and attractive appearance to the building.
2. Colors harmonious with the character of the Redevelopment Area, are required.
3. The size, color, and shape of all signs shall compliment the building, and meet all applicable city regulations and design guidelines.
4. Renovations to residential buildings designated as contributing structures to a City designated Historic District shall comply with the United States Secretary of the Interior's Standards of Historic Rehabilitation, and standards and guidelines adopted as part of the Land Development Code for historic preservation.