

City of Dunnellon

Community Redevelopment Area (CRA) Exterior Improvement Grant

The CRA Exterior Improvement Grant (grant) provides commercial and residential property owners with financial assistance through a reimbursement grant to improve the exterior appearance of properties in Dunnellon’s CRA District. Applicants must propose a permitted/conforming use for which work has not begun when applying for grant funds. Applicants are responsible for all building permits and fees that may be associated with the proposed work, which is not reimbursable.

Eligible applicants may receive awards of up to 100% of the total eligible project costs. Grants are limited to a maximum amount of \$5,000 for residential properties and \$15,000 for commercial properties. As it pertains to grants, commercial business does not include residences with a home occupation business. An applicant may apply for a grant more than once until the maximum grant award has been reached.

Funds are reimbursed after the applicant’s submittal of a valid reimbursement package is approved by the CRA Board.

ELIGIBILITY REQUIREMENTS

- ✓ Prior grant awards for same property owner of subject residential address have not reached \$5,000 within a five-year period (measured by the CRA Board grant award dates).
- ✓ Prior grant awards for same property owner of subject commercial address have not reached \$15,000 within a five-year period (measured by the CRA Board grant award dates).
- ✓ Proposed work cannot begin until approval by the CRA Board is received.
- ✓ Property must be in the CRA District.
- ✓ Applicant must be the property owner or authorized designee. Designees must have a notarized Owner Authorization specifying the work to be done.
- ✓ Property taxes must be current.
- ✓ Commercial entities must have a valid and current Business Tax Receipt (BTR).
- ✓ No active liens on the property; and
- ✓ The property must have no outstanding building code citations, except those considered for the purpose of building preservation.

ELIGIBLE IMPROVEMENTS

❖ Facade Rehabilitation

- | | |
|--|---|
| ✓ Awnings and shutters of exterior structure | ✓ Exterior hardwired lighting |
| ✓ Exterior doors and windows | ✓ Hardscape |
| ✓ Exterior paint ¹ | ✓ Other exterior projects on a case-by-case basis |
| ✓ Siding or exterior coverings | |

❖ Demolition

- ✓ Structures or portions of primary structure that are beyond economic repair.

INELIGIBLE IMPROVEMENTS

- x Interior improvements
- x General maintenance (e.g., pressure washing, yard cleanup)
- x Owner labor
- x Decorative items such as bird feeders and ornaments
- x Electrical work (except hard-wired exterior lighting)

¹ Historic District properties: Paint colors must be chosen from the Sherwin Williams Historic Color Collection.

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INELIGIBLE IMPROVEMENTS (continued)

- × Improvements funded with a previous grant
- × Improvements not listed as an eligible improvement
- × Improvements/services rendered prior to grant approval
- × Property damage that may be covered by or compensated through an applicant's property insurance coverage
- × Demolition of accessory structures such as sheds and decks

APPLICATION PROCESS AND DEADLINE

Please note that applications must be submitted and approved BEFORE work begins. Award of the grant is not guaranteed, and the applicant assumes all financial liabilities for work initiated prior to the approval of the grant by the CRA Board.

Applications are accepted during City Hall office hours. Applications will not be accepted between June 30th and October 1st while the fiscal year end is being closed. Applications are accepted and processed by the Community Development Department, 20750 River Drive, Dunnellon, FL 34431.

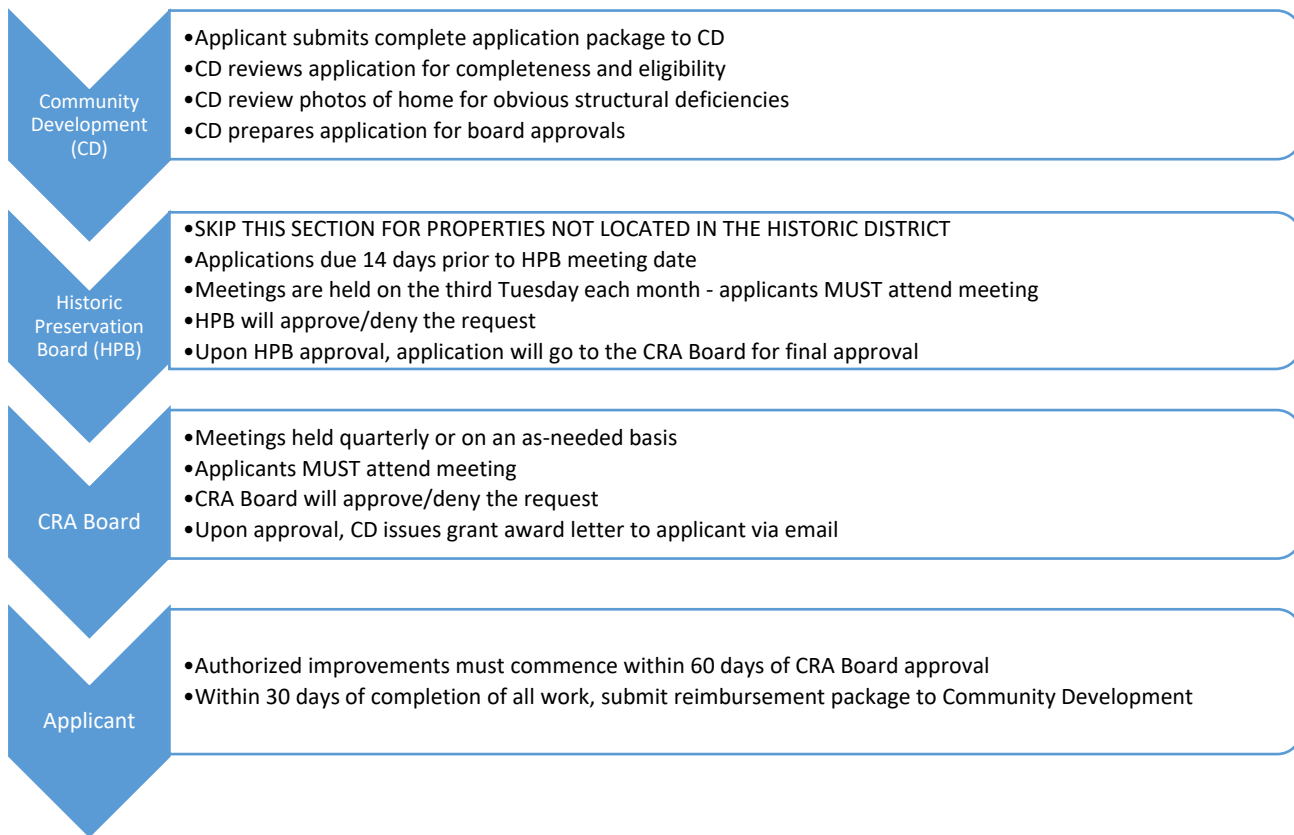
Applicants are advised to submit a complete application and all supporting materials per the instructions in this packet. Incomplete applications will not be considered.

The completed application submission shall include the following:

1. Current date stamped photo(s) of project site showing all areas of proposed improvement(s).
2. Proof of paid property taxes.
3. Description of proposed improvement(s).
4. Rendering or sketch of proposed improvement(s).
5. Documentation of cost estimates – copies of vendor quotes (two required).
6. Signature of applicant; and
7. Boundary Survey (if applicable).

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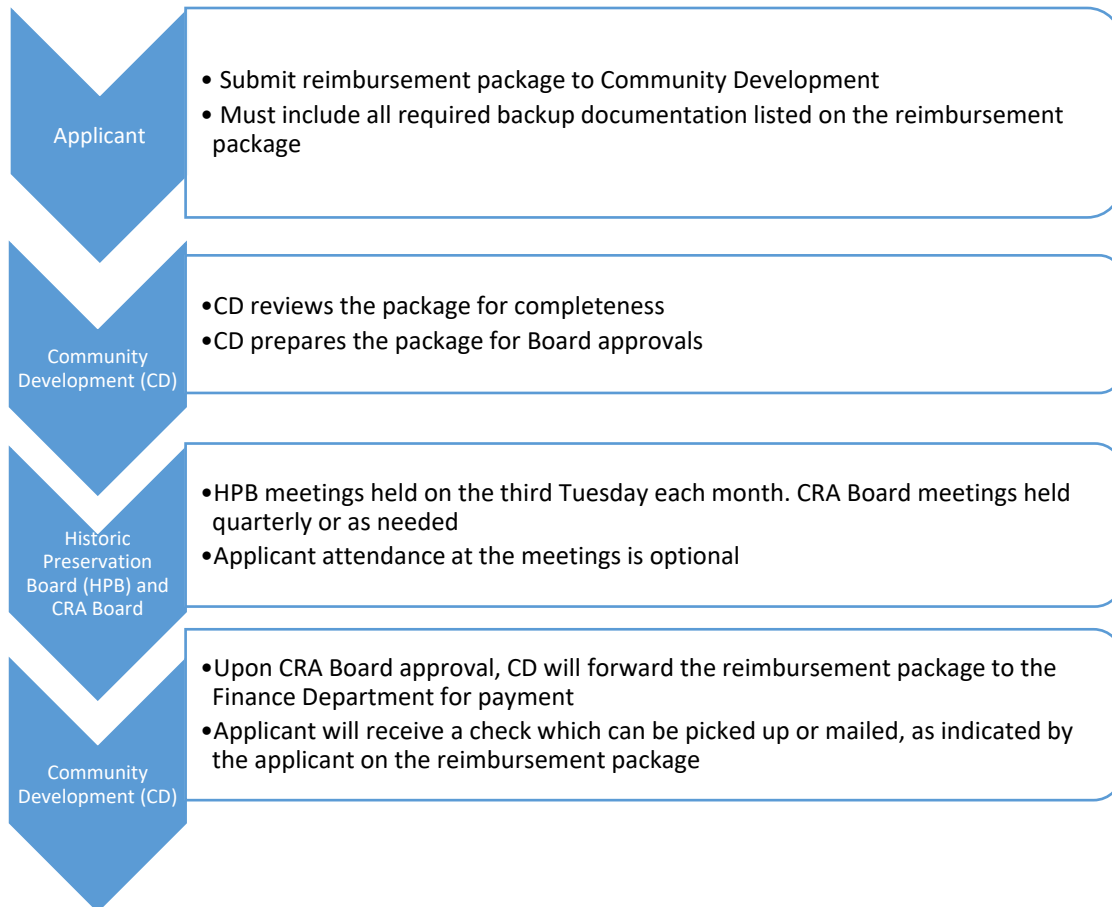
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REIMBURSEMENT OVERVIEW

Applicants will receive grant reimbursement after the project is completed and the complete reimbursement package is approved by the CRA Board. It is the responsibility of the applicant to maintain proper documentation of funds expended while completing the project. Release of funds is subject to submission of this documentation by the applicant. The project must be completed as originally presented to the Historic Preservation Board and CRA Board to receive payment. The Boards reserve the right to make on-site inspections throughout the course of the project, subject to meeting Sunshine Law.

Applicants have 30 days from the completion date of the project to file for reimbursement according to procedures set forth within the reimbursement package. All requests for payments will be processed in the next available accounts payable warrant cycle.

REIMBURSEMENT PROCESS



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APPROVAL CONSIDERATIONS

The following criteria will be used to review applications for the CRA Grant Program. Criteria are derived from the goals and objectives of the Dunnellon Community Redevelopment Plan.

1. **Quality of Site Design and Materials:** Degree to which the proposed project promotes the adopted CRA Master Plan and promotes harmony with neighboring structures.
2. **Streetscape Aesthetics and Functionality:** Degree to which the proposed project enhances the streetscape of CRA Corridor, including the addition or enhancement of display windows, awnings, exterior handicapped accessibility and architectural amenities.
3. **Increased Safety:** Degree to which the proposed project will promote safety by easily identifying the business for customers and emergency services.
4. **Removal of Slum and Blight:** Degree to which the proposed project upgrades or eliminates substandard structures or eliminates non-conforming uses.

Disclaimer:

The City of Dunnellon shall not be responsible for the planning, design, or construction of the property that is owned by the applicant. No warranties or guarantees are expressed or implied by the description of, application for, or participation in the CRA Grant Program. The applicant is advised to consult with licensed architects, engineers, or building contractors before proceeding with final plans or construction.

Row #	Document & Version	Revision Date	Revision Description	Approvals
1	CRA Exterior Improvement Grant v1 20231010	10/10/23	Complete revision	HPB on 10/10/23 CRA on 11/15/23
2	CRA Exterior Improvement Grant v1	11/15/23	Adopted with pending change to clarify 5-year window for multiple grant applications	11/15/23