



City of Safety Harbor Community Redevelopment Agency

FALL 2023 DOWNTOWN PARTNERSHIP PROGRAM MATCHING GRANT APPLICATION FORM

Overview

The City of Safety Harbor Downtown Master Plan includes a redevelopment initiative to implement matching grants and other financial incentives for building and site improvements within downtown. Matching grants are administered through the City of Safety Harbor Community Redevelopment Agency.

Requirements

- The property must be located in the Community Redevelopment District (CRD)
- Tax-exempt properties are ineligible
- Work must meet permitting requirements and codes
- Work must be completed within 6 months or the City of Safety Harbor may cancel the grant
- No more than one grant request shall be processed during each grant cycle for any one property.
- Businesses with a code enforcement violation within the last calendar year are not eligible for a grant.

Review Criteria

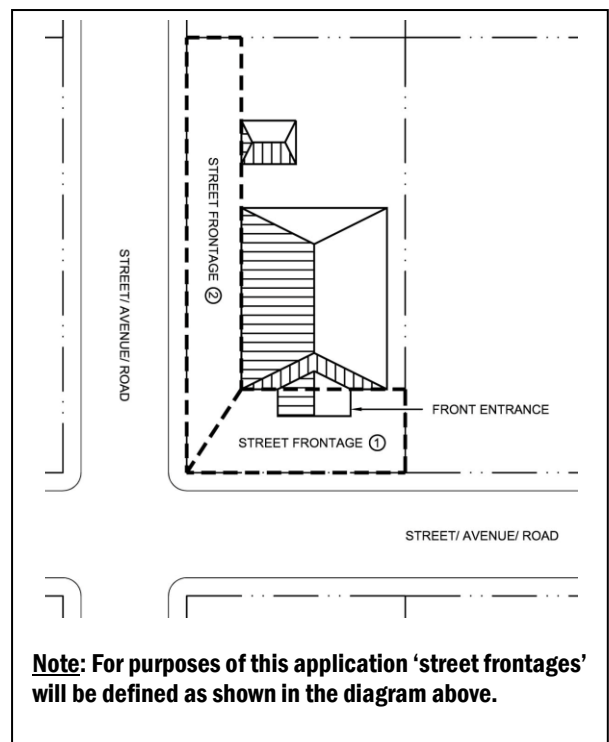
- Amount of private investment relative to public investment and impact on property tax base
- Impact on physical and architectural character
- The degree to which the current or proposed use adds to the vitality of the business mix downtown
- The number and wage scale of any jobs that will result from the economic activity
- Demonstration that local contractors and suppliers are being used to the maximum extent possible
- Other measurable public benefit

Process

The deadline to apply is October 2, 2023. Incomplete applications will not be accepted. Staff will send a letter of notification regarding the grant. After being notified of a grant award, work may begin. Once the work is complete, the applicant provides copies of cancelled checks and invoices to the City and a check will be processed to reimburse the applicant.

Check the grant category that applies to your request:

- Building Façade Grant:** The CRA may reimburse a property owner for up to 50% for building façade improvements to renovations or architectural upgrades to new construction per street frontage. Façade improvements/upgrades may include such treatments as, painting, residing, awnings, decorative lighting, window replacement and architectural features. Projects should include a combination of elements to make a significant visual impact. (Grant not to exceed \$1,500 for residential properties, \$5,000 for commercial properties)
- Front Porch Grant:** The CRA may reimburse a property owner for up to 50% of the cost of installing an open front porch, patio or deck that is compatible with the structure and use. (Grant not to exceed \$2,500)
- Fencing/Walls Grant:** The CRA may reimburse a property owner for up to 50% of the cost of installing or renovating a decorative fence or retaining wall. (Grant not to exceed \$2,500 for commercial properties)
- New Signage Grant:** The CRA may reimburse a property owner for up to 50% of the cost of new business signage or up to 75% of the cost of replacing non-conforming signage. (Grant not to exceed \$2,500)
- ADA Improvements Grant:** The CRA may reimburse a property owner for up to 75% of the cost of installing new ADA access improvements on commercial property. (Grant not to exceed \$2,500)
- Public Art/Murals Grant:** The CRA may reimburse a non-residential property owner for up to 50% of the cost of a public art installation and a flat fee of \$1,000 for a mural placed on a front facade or yard. This category requires design review by the Public Art Committee. (Grant not to exceed \$2,000 for public art and \$1,000 for murals)
- Landscape Grant:** The CRA may reimburse a property owner for up to 50% of the cost of Florida-friendly drought tolerant landscaping located in a front yard setback including irrigation systems. (Grant not to exceed \$1,000 per street frontage)
- Dumpster Enclosure Grant:** The CRA may reimburse a property owner for up to 50% of the cost of installing a dumpster enclosure compliant with City code specifications. (Grant not to exceed \$2,500)
- Interior Renovation and/or New Non-Residential Building:** The CRA may reimburse a non-residential business owner for up to 50% of the cost of a new structure and/or interior renovation (for areas open to the public) for the following uses: retail sale establishment, retail food establishment, microbrewery, eating establishment sit down, hardware store, or grocery/market. Grant not to exceed \$15,000 with the total maximum allocation of \$45,000 per budget year for retail, microbrewery, and eating establishment uses. Grant not to exceed \$30,000 for hardware store or grocery/market). This category requires City Commission approval. Each business is eligible for a maximum of one grant every five years. The new



building or renovation project must have received a Certificate of Occupancy (if applicable) and be open to the public in order to receive the reimbursement.



Artistic Bicycle Rack: The CRA may reimburse a property owner for up to 75% of the cost of installing an artistic bicycle rack on private property that can park a minimum of two bicycles. (Grant not to exceed \$2,500)



APPLICATION

1. APPLICANT/LESSEE

Name:	
Address:	
Telephone:	<i>(Other)</i>
E-mail address:	

2. PROPERTY OWNER (if different from above)

Name:	
Address:	
Telephone:	<i>(Other)</i>
E-mail address:	

3. PROJECT SITE

Property Address:	
Business Name (if applicable):	

4. LAND USE

- RESIDENTIAL
- NON-RESIDENTIAL

5. PROJECT PROPOSAL

Attach a project proposal with: a) a description of the proposed scope of work b) estimated start and completion dates and c) illustration, sketch, or specifications showing the proposed improvements, location, and materials; and, d) an architect's estimate of the project cost or written cost estimates from a minimum of two licensed contractors (except artistic bicycle rack). Any structural improvements must be completed by a licensed contractor and approval of the grant does not exempt any permitting requirements. Contractors performing work must have a current local business tax receipt issued by the City. The City strongly encourages applicants to hire local contractors.

6. **CONTRACTOR**
If the grant is approved, which contractor would you hire? _____

7. **PROJECT BUDGET**

Submit an itemized budget indicating the amount and use of the funds requested. Attach additional sheets if necessary.

GRANT CATEGORY:

WORK ITEM(S)	COST
1.	
2.	
3.	
4.	
Total Grant Request	

8. **OWNER AFFIDAVIT**

I (we), the undersigned attest to my (our) ownership of the property located at _____ and hereby authorize _____ to act as my (our) agent(s) for the limited and express purpose of participating in the Safety Harbor Non-Residential Facade & Site Enhancement Program. I (we) have reviewed and approve of the alterations to be made on the property as proposed in the grant application.

STATE OF FLORIDA
COUNTY OF PINELLAS

Sworn to (or affirmed) and subscribed before me by means of physical presence or online notarization, this _____ day of _____ 20____ by _____.

They are Personally Known OR

Produced Identification _____ Type of identification

Title Holder
Name _____

Title Holder
Signature _____

Notary
Name _____

Notary
Signature _____

NOTARY
STAMP

9. ARE YOU A MINORITY-OWNED BUSINESS?

- YES
- NO

10. ARE YOU A WOMAN-OWNED BUSINESS?

- YES
- NO

11. ACKNOWLEDGEMENT

I certify that that this application is complete, and all required documentation is provided.

Name of Applicant _____

Signature of Applicant _____

Date _____

12. PLEASE CHECK OFF EACH ITEM TO CONFIRM IT IS INCLUDED IN THE SUBMITTAL:

- All questions above are answered and signatures are provided.
- Project proposal including all items listed in # 5 (description, dates, sketch, estimates).
- Pictures showing the existing conditions.
- Completed W-9 form (the name and address on this form will be the used for the reimbursement check)
- Copy of your Business Tax license with the City of Safety Harbor

Mail your completed application by **October 2, 2023** to:

City of Safety Harbor Community Development Department
(Planning & Zoning Division)
750 Main Street
Safety Harbor, FL 34695

Contact: Cecilia Chen
Telephone: (727) 724-1555 X 1703 or cchen@cityofsafetyharbor.com