

INFILL ADAPTIVE REUSE PROGRAM **(DOWNTOWN, DIXIELAND, MIDTOWN)**

Program

DOWNTOWN

The Infill Adaptive Reuse Program is for specific leasehold improvements that include the upgrading or installation of new electrical, HVAC, plumbing sprinkler/fire suppression systems, security systems and ADA compliance items. The CRA offers a 50% matching grant with a maximum grant amount of \$30,000 per project restricted to second-floors only.

DIXIELAND

The Infill Adaptive Reuse Program is for specific leasehold improvements that include the upgrading or installation of new electrical, HVAC, plumbing, sprinkler/fire suppression systems, security systems and ADA compliance items. The CRA offers a 50% matching grant with a maximum grant amount of \$25,000. This program may be utilized for renovation construction of a new building or renovating existing structures for commercial use and/or projects that undergo commercial site plan review. Eligible projects must comply with all City of Lakeland's Land Development Regulations, Permitting and Building Codes. All work must be permitted as necessary and completed by licensed contractors.

MIDTOWN

The Infill Adaptive Reuse Program is for specific leasehold improvements that include the upgrading or installation of new electrical, HVAC, plumbing, sprinkler/fire suppression systems, security systems and ADA compliance items. The CRA offers a 50% matching grant with a maximum grant amount of \$75,000. This program may be utilized for renovation construction of a new building or renovating existing structures for commercial use and/or projects that undergo commercial site plan review. Eligible projects must comply with all City of Lakeland's Land Development Regulations, Permitting and Building Codes. All work must be permitted as necessary and completed by licensed contractors.

Application

1. Completed Application Form
2. Project Schedule
3. Schematic drawings illustrating proposed work, photographs with project description
4. Three (3) Itemized cost estimates

Eligibility

Infill Adaptive Reuse funds may be combined with any other CRA matching grant programs. All business and property taxes must be current. Governmental entities and not-for-profit entities are not eligible, with exception for those that pay property taxes.

LAKELAND CRA

COMMUNITY REDEVELOPMENT AGENCY

Once a grant for any property has been awarded, businesses occupying that property or the building owner cannot reapply for another grant for the same location for a five (5) year period.

Process

Qualified applicants must schedule an appointment with the CRA prior to submitting an application. Appointments may be made by calling (863) 834-5200. The CRA office is located on the third floor of City Hall at 228 South Massachusetts Avenue, Lakeland, Florida 33801. Applications are accepted on a rolling basis and grants will be awarded on a first-come, first-served basis. Applicants may not apply for permitting, nor commence redevelopment work prior to approval by the CRA staff or designee. Failure to follow the process will render your application ineligible for grant funding.

Upon submittal of application, the CRA staff will review the application for completeness. A conference may be held with the Applicant to discuss any deficiencies or questions regarding the request. At this time, CRA staff may request that the applicant provide additional information. CRA Staff will evaluate the request against the Infill Adaptive Reuse Scoring Guide.

Program Scoring Criteria

If the application receives less than 60 out of 100 points, the application will be denied. Applicants that are denied for this program may appeal their request to the CRA Advisory Board at its next regularly scheduled meeting. The CRA Advisory Board will determine by super majority vote that an appealed application is approved or denied without conditions. The applicant will be notified in writing of the Board's decision within five (5) business days of the Board meeting.

Disbursement of Funds

The applicant shall incur all initial project costs and may receive reimbursement only after all improvements have been completed in accordance with the grant award.

Grant funds will be disbursed upon the receipt of a finding of project completion by the CRA. The finding of project completion will be granted when the CRA has received the following package:

- 1) Written notification from the Owner that the project is completed.
- 2) Copies of all required permits and occupancy certificates.
- 3) Copies of paid invoices and evidence of payment (cancelled checks).
- 4) Once reimbursement check has been issued, no further documents will be considered as the process has since closed.

Expiration of Grant Award

Applicants must receive a building permit within six (6) months from the date of CRA Advisory Board (or designee) approval or the approved funding will expire. No more than one six (6) month extension may be granted by the CRA Advisory Board by request, but is not guaranteed.

LAKELAND CRA

COMMUNITY REDEVELOPMENT AGENCY

Project completion must be within twelve (12) months of the issuance of a building permit. No more than one six (6) month extension may be granted by the CRA Advisory Board by request, but is not guaranteed.

Applicant agrees to allow the CRA to photograph the project for use in future publications.

| SCORING CRITERIA | |
|--|-------------------------|
| <u>Private Contribution</u> | <u>25 Points Total</u> |
| Between \$0 and \$10,000 | 5 |
| Between \$10,000 and \$25,000 | 15 |
| Between \$25,000 and \$70,000 | 20 |
| Between \$70,000 and \$150,000 | 25 |
| | |
| <u>Location</u> | <u>25 Points Total</u> |
| Vacant Building | 25 |
| New Construction/Addition | 15 |
| | |
| <u>Leasehold Improvements</u> | <u>25 Points Total</u> |
| Electrical Only | 20 |
| Plumbing Only | 20 |
| HVAC Only | 20 |
| Fire Suppression/Sprinkler System | 20 |
| Two or more | 25 |
| | |
| <u>Type of Tenant for Improved Space</u> | <u>25 Points Total</u> |
| Currently Rented | 25 |
| Tenant Identified and Waiting for Improvements | 20 |
| Improvements to Attract Tenant | 15 |
| | |
| | 100 Points Total |