



APPLICATION

CITY OF TITUSVILLE COMMUNITY REDEVELOPMENT AGENCY DOWNTOWN TITUSVILLE COMMUNITY REDEVELOPMENT AREA

COMMERCIAL BEAUTIFICATION (FAÇADE) IMPROVEMENT PROGRAM I.

APPLICANT AND BUSINESS INFORMATION

Date of Application: _____

Name of Applicant: _____

Name of Business: _____

Business Address: _____

Telephone Number: _____ Fax Number: _____

E-mail Address: _____

Type of Business: _____

Parcel ID Number: _____

Are there any liens or existing Code violations on the property? _____ Yes _____ No

If yes, briefly explain (attach additional pages if needed): _____

ZONING DESIGNATION – NOTE: This section to be reviewed and completed by the City of Titusville Planning Department (321.567.3860):

DMU Sub-district: _____ Land Use: _____

Use is in compliance: _____ Use is not in compliance: _____

Planner/Reviewer and Date: _____

BUILDING PERMITS – NOTE: This section to be reviewed and completed by the City of Titusville Building Department (321.567.3765):

Building Permit(s) will be needed: Yes _____ No _____

If yes, what permits will be required? _____

Building Official/Reviewer and Date: _____

II. PROPERTY OWNER INFORMATION (if different from Applicant)

Name of Property Owner: _____

Telephone Number: _____ Fax Number: _____

E-mail Address: _____

Business Address: _____

PROJECT FINANCING INFORMATION

Total Project Cost: \$ _____

Attach at least two bids from a licensed contractor

Bid One

Contractor Name: _____ Bid Amount: \$ _____

Bid Two

Contractor Name: _____ Bid Amount: \$ _____

Amount of Grant Funds Requested: \$ _____

(The applicant must provide proof of available funding for the full project cost. The City of Titusville will reimburse 50% of the project cost as grant funds. The maximum grant amount is \$50,000)

For projects valued at \$5,000 or less, the City of Titusville will reimburse 60% of the project cost as grant funds.

How will applicant's portion of the project be financed?
(Verification of funding sources will be required before final approval of the grant application.) (Attach additional sheets if necessary)

IV. PROJECT SUMMARY

Please provide a summary of the proposed project and how the requested funds will be used. Be specific in describing the nature of the project and address the improvements that will be made and the timetable for completing the proposed improvements. Attach additional pages if necessary. Note: A site visit with the applicant may be necessary to understand the scope and nature of the project.

IV. ADDITIONAL SUBMISSIONS (required)

1. Provide color photographs (minimum of 4 inch X 6 inch if not digital) of the existing building exterior showing all sides of the structure, with emphasis on the area to be improved.

2. Renderings or conceptual drawings of the proposed project at completion.
3. Two bids from a licensed contractor detailing the following:
 - a. Description of the materials to be used and the construction procedure.
 - b. Itemized cost estimate of the project.
4. A legal description of the property.
5. Proof of property ownership (deed) or, if a tenant, a copy of the lease.
6. Tenants must provide written documentation verifying the property owner authorizes and approves the proposed enhancements. In all cases the property owner shall be a co-signer of the grant agreement document.
7. Proof of property insurance.
8. A title search provided by the applicant showing that the property is free from any judgement liens and that all mortgage and tax obligations are current.

V. CERTIFICATION

Please read the following and sign below. **All owners, authorized corporate officers, or partners must sign this application.**

The information contained in this application is accurate to the best of my knowledge. Applicants understand that personal, business and/or property information may be requested pursuant to this application and hereby give their consent for such information to be provided. The CRA retains the sole decision as to whether this grant application is approved, disapproved, or modified.

Applicant agrees to accept future maintenance and other associated costs occurring after the completion of the project for not less than five years.

Name (print)

Name (print)

Title

Title

Signature

Signature

Date

Date

