

**Affordable Single-Family Residential Façade Improvement Program**  
South St. Petersburg CRA Tax Increment Financing Program

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**I Description and Purpose**

The **Affordable Single-Family Residential Façade Improvement Grant Program** provides CRA funding to income-eligible owner-occupants of single-family homes to upgrade and refresh the exterior of their properties. For the purposes of this program, “income-eligible” is defined as households whose income is 120 percent and below the area median income (AMI). The maximum income levels for this program are based on the Florida Housing Finance Corporation’s SHIP Program, which are annually adjusted (see attachment).

**II Consistency with the South St. Petersburg Redevelopment Plan**

The South St. Petersburg Community Redevelopment Plan (CRP) recognizes that successful revitalization programs improve the investment climate of a neighborhood by removing blight, enhancing its image and leveraging the efforts of citizens and nonprofit organizations to accomplish these ends. The **Single-Family Residential Façade Improvement Grant Program** is consistent with the intent of the South St. Petersburg CRP by creating “an incentive program that will provide façade improvement grants or loans to residential property owners.” The CRP also encourages upgrades to the exteriors of properties along commercial corridors and calls for the City to develop incentive programs to serve this end. Among other programs designed to implement this strategy, the Redevelopment Program and Funding identifies a program providing small grants to property owners that paint their property.

**III Type and Amount of Award**

An applicant may receive a grant from the City of St. Petersburg up to \$8,000. Homeowners with household incomes at 80 percent AMI or less are eligible for a grant up to \$8,000. Those between 80 percent and 120 percent AMI are eligible for a grant of up to \$5,000. To be eligible for this program, the applicant must be a homesteader and have lived in the property for at least one year and maintain occupancy for one year after the completion of the work.

**IV Funding Source**

The City of St. Petersburg may allocate funding annually from its TIF contributions to the South St. Petersburg CRA Redevelopment Trust Fund to support the **Single-Family Residential Façade Improvement Grant Program**. The funding amount will be determined annually by St. Petersburg City Council and by budget amendment if necessary.

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## V Eligible Projects

The **Single-Family Residential Façade Improvement Grant Program** is available to fund exterior improvements to owner-occupied single-family housing in the South St. Petersburg CRA.

### 1. Eligible Improvements

- Exterior painting of all exterior elevations on residence
- Re-siding and/or cleaning of exterior walls on all elevations
- Masonry and/or stucco repair and replacement on all elevations
- Installation, replacement or repair of awnings or shutters on principal elevation(s)<sup>1</sup>
- Repairing doors and windows on principal elevation(s) of residence
- Repairing or reconstructing front porches and/or stoops
- Remediating exterior code enforcement violations on principal elevation(s) of residence
- Repair or replace fencing
- Constructing or repairing accessibility ramps

### 2. Ineligible Improvements

- Installation of aluminum or vinyl siding where not previously existing
- Painting unpainted masonry
- Work performed by an unlicensed contractor
- New porch enclosures
- Permitting and development review fees
- Improvements in progress or performed prior to approval of the grant application
- Constructing new heated/cooled living space
- Reducing or enclosing existing window openings
- Improvements to buildings constructed within the last 5 years
- Equipment, mechanical and HVAC systems
- Security systems (including metal roll down gates, window bars, cameras)
- Any interior work
- Any improvements to secondary or accessory buildings (i.e., garages, sheds, garage apartments, carports)
- Routine maintenance

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<sup>1</sup> A “principal” elevation is one facing one or more public streets (not alleys).

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## **VI Submission Procedures, Requirements and Review Process**

Applications for the **Single-Family Residential Façade Improvement Grant Program** are accepted throughout the year on a first-come, first-served basis with the final award decision made by a committee comprised of staff from the Housing and Community Development and Economic and Workforce Development departments. They are to be submitted in an 8"x10" envelope or larger with the project's name and location and the applicant's name and address. Applications must be submitted to the Economic and Workforce Development Department (or successor department) on the 9<sup>th</sup> Floor of the Municipal Service Building, which is located at 1 Fourth Street North, St. Petersburg, Florida, 33701.

For more information, please contact

Mr. Anthony Chan  
Economic Development Specialist  
727-551-3279  
[tony.chan@stpete.org](mailto:tony.chan@stpete.org)

The applications must include the following:<sup>2</sup>

- Completed and signed application form
- \$35 application fee paid in check or money order, refundable if not awarded grant
- Documentation of property ownership and homestead exemption. The property owner will be required to sign the Grant Agreement to assume responsibility to maintain occupancy and homestead exemption for one year after the completion of the project.
- Confirmation that mortgage, property insurance and property tax payments are current and in good standing.
- Legal description of project site
- Digital photographs of existing conditions of the project site
- Written description of project improvements
- Sketches or conceptual drawings of improvements that will be funded by the Grant.

Failure to provide the above information will delay the review and approval process.

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<sup>2</sup> City Administration may waive certain submittal requirements if they are unnecessary or irrelevant to the work for which the grant is being requested.

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Note: applicants meeting any of the following disqualifying criteria may be ineligible for funding:

- Code enforcement liens over \$2,500
- Special assessment liens over \$500
- Pending judgment or foreclosure
- Felony conviction for financial mismanagement within the last five years
- Mortgage payments three months in arrears
- Unpaid property taxes
- Unpaid property insurance, unless owner has satisfied mortgage

## **VII Compliance Requirements for Approved Projects**

Awardees must sign a Grant Agreement with the Mayor or designee which specifies their obligations and rights upon issuance of the Grant. To ensure timely commencement and completion of the Project, the Applicant shall abide by the following deadlines:

- a. Within 60 days of execution of the Grant Agreement, file a “Notice of Commencement” pursuant to the requirements of the City’s Construction Services and Permitting Department.
- b. Within 6-12 months of execution of the Grant Agreement, request a “Review of Completed Work” from the City of St. Petersburg. (Length of time will vary based on size of project.)

Applicants shall have no more than 90 days from approval of awards to execute grant agreements, otherwise the City will revoke the awards. At the discretion of the Mayor, the revocation may be waived upon demonstration of good cause. Applicants requiring the execution of a Grant Agreement to secure additional financing will be allowed 90 days from the execution date to do so before the above deadlines will commence. Absent approval of an extension of these deadlines by the City, failure to comply will result in the cancellation of the TIF Agreement and rescission of the incentive.

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Attachment 1

2018 Income Limits for Affordable Housing Projects

Income Limit by Number of Persons in Household

	Percentage of Area Median Household Income			
	30%	50%	80%	120%
1	\$13,450	\$22,400	\$35,800	\$53,760
2	\$16,460	\$25,600	\$40,900	\$61,440
3	\$20,780	\$28,800	\$46,000	\$69,120
4	\$25,100	\$31,950	\$51,100	\$76,680
5	\$29,420	\$34,550	\$55,200	\$82,920
6	\$33,740	\$37,100	\$59,300	\$89,040
7	\$38,060	\$39,650	\$63,400	\$95,160
8	\$42,200	\$42,200	\$67,500	\$101,280
9		\$44,730	\$71,568	\$107,352
10	Refer to HUD	\$47,286	\$75,658	\$113,486

Source: Florida Housing Finance Corporation State Housing Initiatives Partnership (SHIP) Program "2018 Income Limits and Rent Limits" for Pinellas County (March 30, 2018). Limits are revised annually.

<https://www.floridahousing.org/owners-and-managers/compliance/rent-limits>