

## FPRA RESOLUTION NO. 26-06

A RESOLUTION OF THE FORT PIERCE REDEVELOPMENT AGENCY, A DEPENDENT SPECIAL DISTRICT OF THE CITY OF FORT PIERCE, FLORIDA, **APPROVING AND ADOPTING UPDATED COMMERCIAL FAÇADE GRANT PROGRAM GUIDELINES**; PROVIDING FOR A SEVERABILITY CLAUSE; REPEALING ALL RESOLUTIONS IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, the Florida legislature has enacted the Community Redevelopment Act of 1969 (Chapter 163, Part III, Florida Statutes), in order to provide certain redevelopment powers to eligible municipalities; and

**WHEREAS**, the City Commission of the City of Fort Pierce, Florida conducted a finding of necessity in accordance with Chapter 163, Florida Statutes, to establish the Fort Pierce Redevelopment Agency ("FPRA") in 1982 and formally adopted the findings of necessity through City Resolution 82-25; and

**WHEREAS**, the FPRA was established by Ordinance H-239 in 1982 to rehabilitate, conserve, and redevelop slum and blighted areas in the City; and

**WHEREAS**, on August 17, 2020, the Fort Pierce Redevelopment Plan (the "Plan") was adopted by the City of Fort Pierce by Ordinance 20-019; and

**WHEREAS**, the Plan identifies catalytic public investments, public improvements, and strategies to address the conditions of slum and blight; and

**WHEREAS**, the FPRA has a mission to promote and implement community redevelopment activities within the FPRA District; and

**WHEREAS**, the FPRA seeks to enhance the beauty and vibrancy of the community through financial assistance programs designed to foster property improvements by both residents and businesses throughout the FPRA District; and

**WHEREAS**, the FPRA Board seeks to revitalize the commercial corridors within the FPRA District by encouraging private investment in improvements that enhance building and property appearance; and

**WHEREAS**, on April 8, 2025, the FPRA adopted Resolution No. 25-01, formally establishing the Commercial Façade Grant Program and corresponding program guidelines, as part of its mission to alleviate slum and blight and, in order to encourage redevelopment of the FPRA District by enhancing its visual aesthetics; and

**WHEREAS**, the Commercial Façade Grant Program currently offers financial assistance to commercial property and business owners looking to improve the façades of commercial buildings within the FPRA District; and

**WHEREAS**, since adoption of Resolution No. 25-01, the FPRA has implemented and administered the Commercial Façade Grant Program and gained practical experience regarding program participation, processing, and effectiveness; and

**WHEREAS**, updates to the Commercial Façade Grant Program Guidelines are needed to implement needed improvements to the Program; and

**WHEREAS**, the FPRA Board has reviewed the proposed Commercial Façade Grant Program Guidelines, set forth in Exhibit "A", and finds that such updates serve a valid public purpose by addressing conditions of slum and blight, and promoting economic revitalization within the FPRA District.

**NOW, THEREFORE, BE IT RESOLVED** by the Fort Pierce Redevelopment Agency, a Dependent Special District of the City of Fort Pierce, Florida, as follows:

**SECTION 1.** The foregoing recitals are true and correct and are hereby incorporated in this Resolution.

**SECTION 2.** The FPRA approves and authorizes the updated Commercial Façade Grant Program Guidelines attached hereto at Exhibit "A", which shall replace any previously approved Commercial Façade Grant Program Guidelines.

**SECTION 3.** If any resolutions, or parts of resolutions, are in conflict herewith, this Resolution shall control to the extent of the conflicting provisions.

**SECTION 4.** The provisions of this Resolution are intended to be severable. If any part of this Resolution is determined to be void or is declared illegal, invalid, or unconstitutional by a Court of competent jurisdiction, the remainder of this Resolution shall remain in full force and effect.

**SECTION 5.** This Resolution shall be effective immediately upon adoption.

**IN WITNESS WHEREOF**, this Resolution has been duly adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2026.

\_\_\_\_\_  
LINDA HUDSON, Chair  
Fort Pierce Redevelopment Agency

**ATTEST**

\_\_\_\_\_  
LINDA W. COX  
Agency Secretary

**APPROVED AS TO FORM  
AND CORRECTNESS:**

\_\_\_\_\_  
SARA HEDGES  
Agency Attorney

**EXHIBIT "A"**  
**FPRA COMMERCIAL FAÇADE GRANT PROGRAM GUIDELINES**



# COMMERCIAL FACADE GRANT PROGRAM



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# COMMERCIAL FAÇADE GRANT PROGRAM GUIDELINES

## 1. OVERVIEW

The Commercial Façade Grant Program helps business and property owners improve the exterior appearance of commercial buildings within the Fort Pierce Redevelopment Agency (FPRA) District. The program supports upgrades that enhance curb appeal, reduce blight, and create more attractive, welcoming commercial corridors.

Funding is available for high-impact, comprehensive façade improvements—projects that include multiple exterior upgrades working together to transform a building’s look and functionality. These improvements help attract customers, support local businesses, increase property values, and encourage new investment.

By investing in the appearance of our commercial corridors, the Program helps create a more vibrant, thriving community. All applications are reviewed to ensure projects support the FPRA’s redevelopment goals and vision.

## 2. FUNDING

The Commercial Façade Grant Program offers financial assistance in the form of a reimbursable, matching fifty percent (50%) grant up to \$25,000 to the property or business owner for eligible expenses associated with improving the external appearance of their business and to encourage businesses to invest in their operations. Grants cannot be awarded retroactively for work that has already been completed.

Grant funding examples:

Eligible Project Total Cost	Applicant Contribution	FPRA Contribution
\$5,000	\$2,500	\$2,500 *
\$15,000	\$7,500	\$7,500 *
\$30,000	\$15,000	\$15,000 *
\$50,000	\$25,000	\$25,000 *
\$100,000	\$75,000	\$25,000 **

\* 50% matching contribution  
 \*\* Maximum grant amount is \$25,000

## 3. ELIGIBILITY

- A. The property to be improved must be located within the FPRA District boundaries (see Boundary Map below at section 11).
- B. There must be a Commercial Building on the property. This means that a business that is frequented by the public is located in a portion of the building and that portion of the building is not a private residence.

# COMMERCIAL FAÇADE GRANT PROGRAM GUIDELINES

- C. The Applicant must own the property or, if the Applicant is a tenant, the Applicant must submit its signed lease, and the owner of the property must support the project and execute a Property Owner Affidavit granting the Applicant permission to implement the improvements listed on the application.
- D. The Applicant must have funds sufficient to fully fund the project (proof of funds is required).
- E. The following are not eligible to apply for or receive funding under this Program:
  - 1. FPRA Board members including any business or property in which a Board member has a financial interest.
  - 2. City of Fort Pierce or FPRA employees who administer, review, evaluate, recommend, approve, or oversee this Program.
  - 3. Any Applicant whose participation would result in a violation of Chapter 112, Florida Statutes, or any rule, regulation, or law prohibiting participation.
- F. The FPRA reserves the right to deny or revoke funding if a prohibited conflict of interest is identified at any point in time.
- G. Eligible projects must follow a comprehensive “package deal” approach intended to produce a significant visual and community impact. A project must meet the following criteria to be considered a “package deal”:
  - 1. Projects must include multiple major façade improvements, rather than a single isolated improvement.
  - 2. A minimum of three (3) primary façade improvement categories must be included in the proposed scope of work.
  - 3. Primary façade improvement categories are defined in the Eligible Improvements section of this Program.
- H. The FPRA reserves the right to determine whether a proposed project meets the intent of a comprehensive “package deal” approach and may approve or deny Applications accordingly.
- I. The following properties are not eligible:
  - 1. Residential properties.
  - 2. Home based businesses and online businesses.
  - 3. Governmental facilities - Governmental facilities are defined as any property, building, land, or conveyance that is owned, leased, operated, or substantially controlled by a federal, state, or local government entity, and that is used primarily for public, administrative, civic, institutional, or official governmental purposes, whether occupied by a public agency or leased to a third party. This includes, but is not limited to, government offices, public safety facilities, public works facilities, civic buildings, and other publicly owned or operated properties.
  - 4. City-owned properties and Fort Pierce Redevelopment Agency (FPRA)-owned properties are not eligible for funding under this Program, regardless of current or proposed use. Properties that are leased to private entities but remain under governmental ownership or substantial governmental control shall continue to be classified as governmental facilities and are therefore ineligible.
  - 5. New construction developments.
  - 6. Properties that have been awarded an FPRA Commercial Façade Grant within the last five years.
  - 7. Properties with outstanding monetary obligations owed to the City, for example, past due taxes, Code Enforcement fines or liens, Building Department fines or liens, etc.

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8. Projects consisting solely of routine maintenance, minor cosmetic upgrades, or a single improvement will not be considered competitive and may be deemed ineligible.
9. Buildings with open violation cases from Code Enforcement or the Building Department.

## 4. PRE-APPLICATION PROCESS

- A. Pre-Application Review Meeting. The applicant shall participate in a mandatory pre-application review meeting with Planning, Building, Engineering, and the Historic Preservation Officer (if applicable). This meeting will identify required permits, approvals, and constraints early in the process. It will also reduce the risk of funding awards to infeasible or non-compliant projects. This meeting is intended to ensure proposed project complies with:
  1. City of Fort Pierce Land Development Code (Chapter 125).
  2. Florida Building Code.
  3. Fire Prevention Code.
  4. Historic Preservation regulations (if applicable).
  5. Fort Pierce Architectural and Urban Design Standards.
  6. Applicable City of Fort Pierce rules and regulations.
- B. Pre-Application Submittal Requirements. Applicants shall submit a Pre-Application Package including:
  1. Conceptual façade drawings or renderings
  2. Preliminary scope of work (aligned with eligible improvements)
  3. Site photos (existing conditions)
  4. Property information (address, parcel ID, zoning, FLU)
  5. Identification of any:
    - Exterior structural changes
    - ADA improvements
    - Signage
    - Lighting
- C. Meeting Coordination and Scheduling. Upon receipt of a complete Pre-Application Submittal Package, FPRA staff shall initiate coordination of the Pre-Application Review Meeting.
  1. FPRA staff shall serve as the lead coordinator and schedule the meeting with the required departments, including Planning, Building, Engineering, and the Historic Preservation Planner (if applicable).
  2. The meeting shall be scheduled within **10–15 business days** of receipt of a complete Pre-Application Package, or as soon as reasonably practicable based on departmental availability.
  3. FPRA staff shall notify the Applicant of the scheduled meeting date and time and provide a list of participating departments.
  4. All required departments shall provide representation at the meeting or designate an appropriate alternate representative to ensure continuity of review.
  5. Applicants shall be required to attend the meeting; failure to attend may result in rescheduling or delay of the pre-application determination.

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- D. Pre-Application Determination. Following the meeting, Planning Department shall issue a Pre-Application Summary Letter that identifies:
1. Applicable code requirements.
  2. Required permits and approvals.
  3. Any deviations, variances, or waivers required.
  4. Whether a Certificate of Appropriateness is required.
- And confirms whether the project is:
1. Eligible to proceed.
  2. Eligible with modifications.
  3. Not eligible due to code conflicts.
- E. Condition of Application Acceptance. No FPRA application shall be deemed complete or accepted unless it includes:
1. The Pre-Application Summary Letter valid for 180 days.
  2. A signed acknowledgment by the Applicant confirming understanding of code requirements.

## 5. APPLICATION PROCESS

The application period will remain open for 60 days. All submitted applications will be evaluated after the close of the 60-day application period.

- A. The Applicant must complete the Online Application and submit all required documents.
1. Two (2) different color photographs of the exterior of the property in its current condition.
  2. Project concept, rendering or any other relevant materials that convey the physical improvements proposed to be made. (The submitted materials must reflect the final proposed project and be consistent with the Pre-Application Summary Letter and any required modifications.)
  3. Copy of Deed showing ownership of the property by the Applicant OR if the Applicant is a tenant, copy of signed lease and Property Owner Affidavit granting the Applicant permission to implement the improvements listed on the application.
  4. Two (2) written estimates from two different licensed contractors. Estimates should be on company letterhead, dated, and include a detailed breakdown of the scope of work, including the line items specifying permit fees. If you will be providing more than one cost estimate, the cost estimates must reflect the same scope of work for comparison purposes. Estimates should be broken out in detail, especially if any non-eligible improvements are being completed, as this allows FPRA to compare based on only grant eligible improvements being performed.
  5. Proof of funds sufficient to complete the entire project, as determined by the FPRA.
  6. Project Timeline identifying anticipated start and completion dates.
  7. Code Enforcement case and lien search results.
  8. Building Violation case and lien search results.
  9. Pre-Application Summary Letter issued by Planning Department.
  10. Revised project plans incorporating staff comments.
- B. Within 5 business days of receipt of the Application, FPRA staff shall conduct an initial completeness review. Only complete applications will proceed to evaluation.

# COMMERCIAL FAÇADE GRANT PROGRAM GUIDELINES

- C. The application period for the Commercial Façade Grant Program will be open for at least 60 days. Upon closure of the application period, all eligible applications will be reviewed by the CRA Advisory Committee and scored in accordance with the Program's Evaluation Criteria.
- D. The FPRA Board will make the final determination and, if funding is approved, the FPRA Board may authorize the execution of a Grant Agreement.
- E. Written notification will be sent to all Applicants advising them of approval or denial of funding.
- F. Staff will prepare the Grant Agreement to be executed by the Recipient and the FPRA Board following a vote to approve the Grant Agreement.

## 6. ELIGIBLE IMPROVEMENTS:

- A. Primary Façade Improvement Categories. Primary Façade Improvements are high-impact, building-defining elements that significantly improve the visual appearance, function, and street presence of a commercial property. **At least three (3) Primary Façade Improvements** are required per project. Improvements considered Primary Façade Improvements are:
  - 1. Façade Restoration and Architectural Enhancements (Façade repairs, masonry work, restoration of original building elements, removal of non-original façade coverings).
  - 2. Siding and Stucco (Repair, replacement, or restoration of exterior siding or stucco).
  - 3. Windows and Doors (Repair or replacement of exterior windows and doors)
  - 4. Awnings and Canopies.
  - 5. Exterior Lighting (Architectural, pedestrian, or building-mounted lighting).
  - 6. Signage (New or renovated permanent signage).
  - 7. Roof Repair or Replacement (Only when visible from the public right-of-way).
  - 8. Decorative Walls and Fencing (Architectural walls or fencing that define the site or screen incompatible uses; no chain-link).
  - 9. ADA exterior improvements.
  - 10. Parking Lot Resurfacing (Sealcoating is not eligible).
- B. Secondary / Supporting Façade Improvements. Secondary Façade Improvements support or enhance primary improvements but cannot count toward the minimum three (3) primary categories on their own. Improvements considered Secondary Façade Improvements are:
  - 1. Removal of outdated security features.
  - 2. Window transparency improvements.
  - 3. Permanent landscaping.
  - 4. Pedestrian and bicycle amenities.
  - 5. Patio and deck improvements.
  - 6. Security cameras.
  - 7. Art installations (murals).

## 7. INELIGIBLE IMPROVEMENTS AND EXPENSES

- A. Interior improvements (even if visible from the exterior).
- B. Exterior improvements visible less than 24 hours per day.
- C. Temporary Improvements including seasonal decorations and seasonal landscaping.

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- D. Features that do not meet the applicable provisions of the City of Fort Pierce Land Development Code.
- E. Routine maintenance activities such as painting, asphalt sealing, landscape maintenance, or power washing.
- F. Flat roofs or any roofing elements that are not visible from the street are not eligible for funding under this program.
- G. Parking lot sealcoating.
- H. Fences such as chain-link fencing, Stockade, standard privacy wood fencing, temporary fencing, or security-only fencing.
- I. Repairs, replacements, or improvements that do not result in a clear aesthetic enhancement to the building façade or streetscape.
- J. Projects consisting solely of routine maintenance, minor cosmetic upgrades, or a single improvement will not be considered competitive and may be deemed ineligible
- K. Improvements made prior to execution of the Grant Agreement.
- L. Expenses that are ineligible for reimbursement include:
  - 1. Permit fees and taxes.
  - 2. Refinancing existing debt.
  - 3. Sweat equity payments (i.e., reimbursement for Recipient's own labor).
  - 4. Expenses incurred prior to execution of the Grant Agreement.

## 8. GENERAL PROVISIONS

The funding assistance provided under the Commercial Façade Grant Program is solely on an expense reimbursement basis. The FPRA has the exclusive authority to approve or deny program applications based on its determination as to the benefits to the FPRA District produced by requested projects. The FPRA may impose any conditions of approval it deems suitable to protect the interests of the agency. All Recipients will be required to execute a Grant Agreement.

By accepting the grant, the Recipient agrees to report and provide updates to FPRA staff upon request. Recipient may be required to provide work schedules, execute reporting forms, and provide projected completion dates.

FPRA staff will conduct a site visit before grant payment is made in order to verify that the business is in operation. Staff may also conduct unannounced site visits periodically in order to ensure compliance with the terms of the Grant Agreement.

There is no guarantee that funding will be available for every application submitted, including those that meet the required criteria.

By participating in this grant program, Recipients agree to allow the City of Fort Pierce and the FPRA, or their agents, to take photos of themselves, their property, and their business for promotional purposes related to the grant program.

The FPRA is a public agency and is governed by the "Florida Public Records Law" under Florida State Statutes, Chapter 119. Any documents provided by the Applicant/Recipient may be subject to production by the FPRA upon receipt of a public records request, subject to any exemptions provided by Florida Law.

## 9. DISBURSEMENT OF FUNDS

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

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

1. Completed FPRA Reimbursement Request Form indicating that the project is complete.
2. Final report documenting all construction costs incurred with the project.
3. Completed W-9, as required by law, for the Recipient of the grant funds.
4. Copies of all required closed permits.
5. Copies of all invoices.
6. Proof of payment (cancelled checks .or bank statements).
7. Photographs of work undertaken.
8. Release of liens (if applicable).
9. Occupancy certificates (if applicable).
10. City of Fort Pierce Certificate of Use.

NOTE: The Finance Department shall process the reimbursement to the Recipient in accordance with the regular payment procedures of the City. No funds will be disbursed until all work is completed and all items set forth in this section have been submitted. The reimbursement process may take approximately 45-60 days after the FPRA receives the necessary documentation. This timeframe allows for the review and verification of the submitted documents to ensure compliance with the program's requirements. The FPRA strives to process reimbursements in a timely manner and appreciates recipients' patience during the reimbursement period.

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## 10. EVALUATION CRITERIA

The CRAAC will review and evaluate the applications and make recommendations to the FPRA Board. The CRAAC will evaluate Applications based on the following criteria:

<b>Evaluation Criteria</b>	<b>Max Points Possible 100</b>
<b>Visual Impact/Blight Elimination</b>	<b>Max 50</b>
The project's ability to enhance the visual appeal of the FPRA District and significantly eliminate the blight of the building. The elimination of blight will increase safety and security of the public enhancing its visual aesthetics which will lead to increased property values, tenant occupancy, economic development, and job creation.	50
<b>Total Project Investment</b>	<b>Max 25</b>
The higher the ratio of private investment compared to the public grant dollar investment, the higher the score.	
Over \$100,000	25
\$100,000 - \$50,000	20
\$50,000-\$25,000	15
\$25,000 - \$10,000	10
Under \$10,000	5
<b>Design and Creativity</b>	<b>Max 15</b>
<ul style="list-style-type: none"> <li>• Innovative and visually appealing facade design</li> <li>• Compatibility with neighborhood's architectural style</li> <li>• Sustainability and longevity of proposed improvements</li> </ul>	15
<b>Community Impact/Public Benefit</b>	<b>Max 10</b>
The funded projects not only improve the appearance of commercial properties but also generate meaningful positive impacts for the community and the general public.	10
<b>Total Project Score</b>	<b>100</b>

### **\*\*Main Corridor Bonus Points (10 Points)**

In addition to the maximum base evaluation score of 100 points, ten (10) bonus points shall be awarded to eligible projects located on Orange Avenue.

For purposes of this Program, Orange Avenue is the only designated FPRA Main Corridor eligible for bonus points.

To qualify for the Main Corridor bonus, the subject property must have primary frontage on Orange Avenue and be located within the FPRA District boundaries.

Maximum Possible Score with Bonus: 110 points per evaluator.

# COMMERCIAL FAÇADE GRANT PROGRAM GUIDELINES

## 11. TIMELINE

The application period for the Commercial Façade Grant Program will be open for 60 days. Upon closure of the application period, all eligible applications will be reviewed by the Evaluation Committee and scored in accordance with the Program's Evaluation Criteria.

## 12. FPRA DISTRICT BOUNDARY MAP

