

RESOLUTION NO.

009-2023

A RESOLUTION OF THE CHAIRPERSON AND BOARD OF DIRECTORS OF THE NORTH BEACH COMMUNITY REDEVELOPMENT AGENCY, ADOPTING THE NORTH BEACH CRA COMMERCIAL FAÇADE IMPROVEMENT PROGRAM.

WHEREAS, on September 28, 2022, the Chairperson and Board of Directors of the North Beach Community Redevelopment Agency ("North Beach CRA") adopted Resolution 007-2022, approving the North Beach CRA's Fiscal Year (FY) 2023 Final Operating Budget; and

WHEREAS, the North Beach CRA's FY 2023 budget prioritizes six (6) categories of expenditures, the largest of which is 'beautification'; and

WHEREAS, public realm improvements are a common theme for proposed North Beach CRA funded projects in the North Beach CRA Redevelopment Plan ("Redevelopment Plan") because an attractive streetscape has a positive impact on the quality of life of our residents, visitors, and businesses; and

WHEREAS, walkable environments improve the mental and physical health of residents and increased foot traffic potentially boosts the sales of businesses; and

WHEREAS, the Redevelopment Plan strongly promotes resiliency measures, specifically citing residential, commercial, and business façade improvement programs to assist property owners adapt to the region's extreme weather patterns and natural events and the Redevelopment Plan encourages the use of incentive-based programs to inspire building owners to invest in their own infrastructure through the Redevelopment Plan Business Attraction & Retention strategy; and

WHEREAS, the Normandy Fountain area serves as the community and commercial center of Normandy Isle, yet North Beach families and local businesses currently inhabit ageing buildings abutting mature and deteriorated streetscapes; and

WHEREAS, the Redevelopment Plan reimagines this area as a vibrant, pedestrian-oriented shopping district and foresees revitalizing the neighborhood with improved, well-designed streetscaping, including storefronts and building façades that enhance the identity of the district; and

WHEREAS, developing incentive programs geared to commercial spaces (including multifamily residential uses) within the vicinity of Normandy Fountain will complement the City's recent Normandy Fountain streetscape improvement project, refreshes the public plaza, landscaping, lighting, and other improvements geared to encourage public use as a gathering place for community and civic purposes; and

WHEREAS, the Commercial Façade Improvement Program (the "Program") purpose is to substantially improve the visible appearance of commercial properties and the adjacent streetscape and enhance the functionality and sustainability of businesses within this main commercial area and focus upon cultivating an improved visual experience and sense of place through external enhancements including, but not limited to, French-themed architecture and aesthetics (as appropriate and permissible) to leverage the area's history and French street names; and

WHEREAS, Program guidelines (framework, design guidelines, eligibility criteria, and application process) for the Program will dictate applicant eligibility requirements, improvement criteria, program cycle, criteria for the evaluation of applications, and procedures for the disbursement of grant awards; and

WHEREAS, the North Beach CRA's FY 2023 budget includes beautification programming for the Normandy Fountain/Rue Vendome Plaza area in the amount of \$110,000 for a Program; and

WHEREAS, the Program will be offered via a matching grant concept, requiring applicants to invest their own money into the improvement project, and the grants may increase overall project scope, allowing for more impactful improvements; and

WHEREAS, the Program will promote the creation of public-private partnerships that encourage private commercial re-investment into the North Beach CRA and the North Beach CRA will fund the reimbursement of eligible expenses, matching up to 70% of the grantee's expenses, in an amount not to exceed \$20,000 per application; and

WHEREAS, on October 12, November 8, and December 13, 2022, the North Beach CRA Advisory Committee discussed a proposed commercial façade program, provided feedback, and generally expressed support for creation of a façade improvement program by the North Beach CRA Board;


WHEREAS, on December 14, 2022, at the request of the Administration, the City Commission referred to the Finance and Economic Resiliency Committee a discussion of the Programs;

WHEREAS, on May 24, 2023, the City of Miami Beach Finance and Economic Resiliency Committee recommended approval of the Program.

NOW, THEREFORE, BE IT DULY RESOLVED BY THE CHAIRPERSON AND BOARD OF DIRECTORS OF THE NORTH BEACH COMMUNITY REDEVELOPMENT AGENCY, that the Chairperson and Board of Directors of the North Beach Community Redevelopment Agency hereby adopt the North Beach CRA Commercial Façade Improvement Program.

PASSED AND ADOPTED this 28th day of June, 2023.

ATTEST:



Rafael E. Granado, Secretary

JUL - 5 2023



Dan Gelber, Chairperson



**APPROVED AS TO
FORM & LANGUAGE
& FOR EXECUTION**



City Attorney

6-20-23

Date

MIAMI BEACH

COMMISSION MEMORANDUM

TO: Honorable Mayor and Members of the City Commission
FROM: Alina T. Hudak, City Manager
DATE: June 28, 2023

SUBJECT: A RESOLUTION OF THE CHAIRPERSON AND BOARD OF DIRECTORS OF THE NORTH BEACH COMMUNITY REDEVELOPMENT AGENCY, ADOPTING THE NORTH BEACH CRA COMMERCIAL FACADE IMPROVEMENT PROGRAM.

RECOMMENDATION

The Administration recommends the approval of the Commercial Facade Improvement Program.

BACKGROUND/HISTORY

On September 28, 2022, the Chairperson and Board of Directors of the North Beach Community Redevelopment Agency ("North Beach CRA") adopted Resolution 007-2022, approving the North Beach CRA's Fiscal Year (FY) 2023 Final Operating Budget. In preparation of the FY 2023 Budget, the Administration recommended initiatives and programs consistent with the Redevelopment Plan and the proposed FY 2023 budget priorities were supported by the Ad Hoc North Beach CRA Advisory Committee ("North Beach CRA Advisory Committee"), as reported in LTC 285-2022 dated July 14, 2022. The North Beach CRA's FY 2023 budget prioritizes six (6) categories of expenditures, the largest of which (excluding funding set-asides for future projects) is 'beautification'.

As presented in the FY 2023 Budget, the North Beach CRA is slated to implement a Commercial Facade Improvement Program (the "Program"). The Program's inaugural cycle will target properties located within the Normandy Isles/Rue Vendome Plaza section of the Redevelopment Area, to promote and encourage concentrated impact. (Exhibit A: Program Boundary Map).

On October 12, November 8, and December 13, 2022, the Ad Hoc North Beach CRA Advisory Committee discussed a proposed commercial façade program, provided feedback, and generally expressed support for creation of a façade improvement program by the North Beach CRA Board.

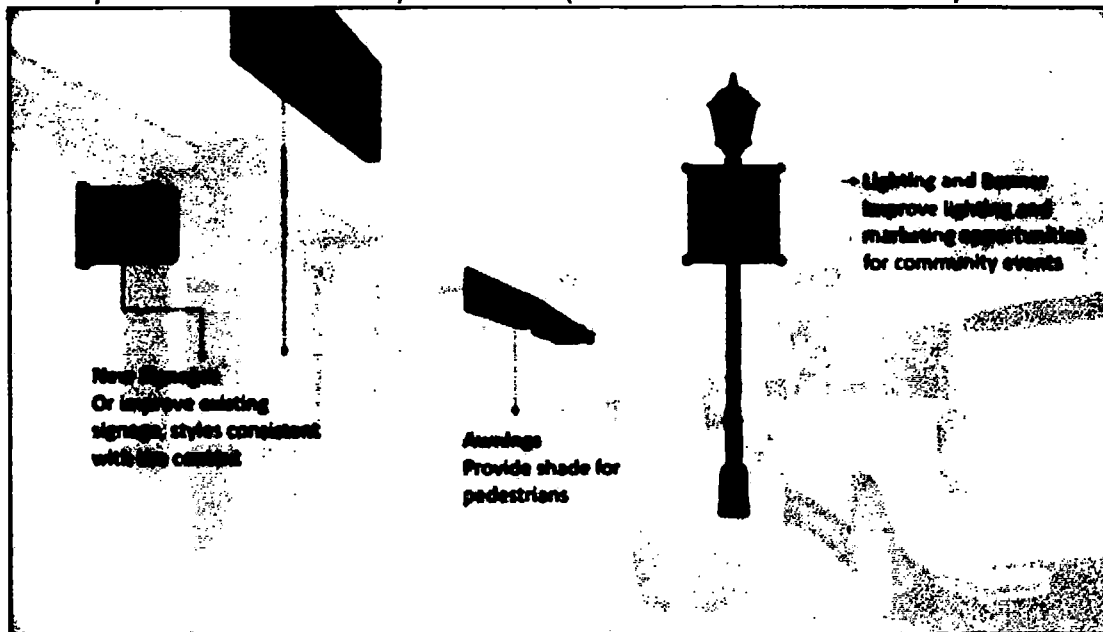
On December 14, 2022, at the request of the Administration, the City Commission referred to the Finance and Economic Resiliency Committee ("FERC" or "the Committee") a discussion of the Programs.

On April 18, 2023, the Ad Hoc North Beach Community Redevelopment Agency Advisory Committee unanimously approved a motion supporting creation of a Commercial Façade Improvement Program as detailed in LTC #176-2023. On May 24, 2023, the FERC recommended approval of the Program.

Redevelopment Plan Strategy

Public realm improvements are a common theme for proposed North Beach CRA funded projects in the Redevelopment Plan which was approved by City Commission Resolution No. 2021-31709 and North Beach CRA Resolution No. 003-2021. An attractive streetscape has a positive impact on the quality of life of our residents, visitors, and businesses. Walkable environments improve the mental and physical health of residents and increased foot traffic potentially boosts the sales of businesses. In a poll conducted during the North Beach CRA Redevelopment Plan (“Redevelopment Plan”) public design charrette, a majority of participants indicated interest in an expenditure of North Beach CRA funds on façade improvements. (Redevelopment Plan pgs. 14 and 43).

Conceptual Beautification Improvements (North Beach CRA Redevelopment Plan)



The Redevelopment Plan strongly promotes resiliency measures, specifically citing residential, commercial, and business façade improvement programs to assist property owners adapt to the region’s extreme weather patterns and natural events. The Redevelopment Plan also encourages use of incentive-based programs to inspire building owners to invest in their own infrastructure. The Redevelopment Plan Business Attraction & Retention strategy (Redevelopment Goal #1: Provide Economic Development Opportunities for Businesses, Property Owners, and Residents) recommends the development of incentive programs to help property and business owners with aesthetics, repairs, improvements, and modifications.

Normandy Fountain Neighborhood

The Normandy Fountain area, also known as Vendome Plaza, serves as the community and commercial center of Normandy Isle, and is envisioned in the Redevelopment Plan as becoming a vibrant, pedestrian-oriented shopping district. The Redevelopment Plan foresees

revitalizing the neighborhood with improved, well-designed streetscaping, including storefronts and building façades that enhance the identity of the district.

Developing incentive programs geared to commercial spaces (including multifamily residential uses) within the vicinity of Normandy Fountain will complement the City's recent Normandy Fountain streetscape improvement project, which refreshed the public plaza, landscaping, lighting, and other improvements geared to encourage public use as a gathering place for community and civic purposes.

ANALYSIS

Façade improvement is a relatively short-term mechanism to upgrade the visual appeal of the commercial district. This potential “quick win” provides a sizable return on investment as it builds public confidence and creates a place where people want to live, work, and play. The value of such an impactful investment is not overlooked. Improvements to commercial and residential façades foster a safe, stable, and thriving community.

The purpose of the Program is to substantially improve the visible appearance of commercial properties and the adjacent streetscape and enhance the functionality and sustainability of businesses within this main commercial area. The Program will focus upon cultivating an improved visual experience and sense of place through external enhancements including, but not limited to, French-themed architecture and aesthetics (as appropriate and permissible) to leverage the area's history and French street names.

FY 2023 Program Funding

The North Beach CRA's FY 2023 budget includes beautification programming for the Normandy Fountain/Rue Vendome Plaza area in the amount of \$110,000 for a Commercial Façade Improvement Program.

Grant Award Amount

The Program will be offered via a matching grant concept, requiring applicants to invest their own money into the improvement project. Such grants increase overall project scope, allowing for more impactful improvements. The Program serves as a public-private partnership that encourages private re-investment into the North Beach CRA District. The North Beach CRA will fund the reimbursement of eligible expenses, matching up to 70% of the grantee's expenses, in an amount not to exceed \$20,000 per application.

Sample Reimbursement Award Scenarios

Total Cost/Budget	Project	70% Match (Reimbursement up to \$20,000)	Final Property Owner Contribution
\$10,000		\$ 7,000	\$ 3,000
\$15,000		\$10,500	\$ 4,500
\$20,000		\$14,000	\$ 6,000
\$30,000		\$20,000	\$10,000

Eligible expenses, which are listed below and in the attached exhibits, include hard and soft costs except for in-kind costs such as the applicant's own time and labor. Program Guidelines (framework, design guidelines, eligibility criteria, and application process) for the Program are

contained in Exhibit B.

APPLICANT ELIGIBILITY - COMMERCIAL FAÇADE IMPROVEMENT PROGRAM

Any building owner or commercial tenant of a nonresidential building located within the Program's geographic area is eligible to apply. All applications from commercial building tenants require the signature and approval of the building owner.

The following types of properties are ineligible for the Commercial Façade Improvement Program:

- Properties that are exclusively residential or do not contain ground floor commercial use;
- Properties containing prohibited or non-conforming uses;
- Properties whose primary purpose is a place of worship;
- Properties encumbered by judgment liens, delinquent mortgage and tax obligations, and/or building or code violations; and
- Vacant, unimproved land.

COMMERCIAL FAÇADE IMPROVEMENT TYPES

The intent of the commercial grant is to facilitate visible improvements to the exterior, street-facing façade of buildings. Exterior improvements must be completed within 12 months of award, subject to administrative extensions, and must comply with Miami Beach Municipal Code and Florida Building Code standards.

Eligible:

- Restoration/rehabilitation of the building's original and/or historic construction materials (and removal of false façade elements);
- Stucco and/or clapboard restoration;
- Painting (colors must be approved administratively);
- Windows (impact-rated), framing installation, glass, and/or door repair or replacement;
- Signage;
- Awnings (including the repair or removal of old awnings and canopies and/or installation of new awnings);
- Exterior lighting installation, repair, or replacement;
- Façade or masonry renovation or repair;
- Parking facility and/or driveway or installation, repair or enhancements;
- Installation of brick, textured, and/or sustainable/pervious/permeable pavement;
- Accessibility upgrades; and
- Soft costs such as design fees (architecture, engineering, plans), contracting services, building permits and surveys associated with the above improvements.

Ineligible:

- Improvements performed prior to execution of final agreement;
- Interior renovations and new construction of additional floor area or habitable space;
- Any service or improvements performed by a non-licensed contractor;
- Storm water enhancements;
- Decorative fencing or privacy fencing;
- Removal of architecturally significant features;
- Installation or repair of statues and fountains; and

- General maintenance that should be performed as part of routine up-keep; and
- Payments for the applicant's own labor or other in-kind costs.

APPLICATION REQUIREMENTS

The City reserves the discretion to accept, reject, or request modification of any application, and expects applicants to provide the following, at a minimum:

- Submission of a completed application form;
- Color photographs of current façade from sidewalk or street;
- Conceptual design and specific scope of work;
- Proof of fire and extended insurance for property;
- Proof of insurance and necessary business licenses for selected contractor;
- Itemized project cost estimate;
- Documentation of property owner's approval and permission for tenant improvements;
- Documentation that the subject property is up to date on all City of Miami Beach and Miami-Dade County property taxes; and
- Documentation that the business located in the subject property has an active and valid City of Miami Beach Business Tax Receipt (BTR).

North Beach CRA staff shall verify all information, as necessary and applicable. Once an applicant has been determined to meet eligibility requirements, an initial inspection of the property will be conducted by staff to evaluate suitability and determine if there are any code violations or life and safety issues requiring remediation. Applicant will be notified in writing regarding eligibility status, including explanation for application denial.

Grant awards may only be authorized by the CRA Board, following a recommendation by the North Beach CRA Executive Director or designee. To obtain matching grant funding, applicants must meet all property, eligibility, and program requirements in effect at the time of funding approval.

PROGRAM CYCLE TIMELINE (TENTATIVE)

- Applications to the Program are accepted twice per year. During each grant cycle, the online application may be accessed for an application period of 4-6 weeks.
- After closing of the application period, staff will review applications and make preliminary award recommendations over the following 3-4 weeks. If the project is not recommended for award of grant funding, the applicant will be notified.
- Grant applications will be evaluated on a first-come, first-qualified, first-served basis.
- Following preliminary recommendation for award, North Beach CRA staff will schedule a meeting with applicant to ensure clear understanding of program guidelines and obligations and responsibilities of all parties.
- Each application recommended for award, by the Executive Director or designee, must be considered and approved by the North Beach CRA Board, who authorizes awards pursuant to adoption of a resolution.
- Following North Beach CRA Board approval, the grant recipient will receive an award letter and grant agreement for execution, outlining the grant details, project deadline, and expectations.
- The grant recipient is required to provide bi-monthly updates to North Beach CRA staff throughout the project permitting and construction process.
- All work related to improvements must be completed within 12 months of award notification.
- The grant recipient must provide the following to the North Beach CRA for review prior to

reimbursement of expenses;

- copies of receipts and/or paid invoices;
- proof of payment (copy of checks or bank statements);
- contractor license documentation; and
- photos of completed work.

APPLICATION EVALUATION CRITERIA

The North Beach CRA Board will consider, but is not limited to, when evaluating applications:

- Businesses and properties owned by Miami Beach residents;
- Businesses and properties owned by veterans;
- Projects that support small business retention and expansion in the North Beach CRA;
- For vacant commercial properties, identification of an end use (office, retail, etc.) and tenants secured (at a minimum, a letter of intent);
- Projects that align with the design standards established for the neighborhood and, when applicable, which may include historic preservation;
- Projects with improvements of high-quality design and/or value based on recognized professional standards or best practices;
- Projects that incorporate Crime Prevention Through Environmental Design (CPTED);
- Projects with heightened vehicular and pedestrian visibility; and
- Projects that have a clear construction timeline and can be completed within six (6) to 12 months.

GRANT AWARDS

- The maximum contribution awarded per applicant or property is \$20,000.
- The Program will match, on a reimbursement basis, up to 70% of the total project costs, up to an amount not to exceed \$20,000.
- Fifty (50%) percent of the grant award is eligible to be disbursed upon satisfactory completion of fifty (50%) percent of the approved project improvements.
- Project costs incurred before application approval and/or the grant award are ineligible for reimbursement, therefore applicants are strongly discouraged from commencing construction prior to applying for the Program and receiving express approval from North Beach CRA staff and the North Beach CRA Board.
- Amendments to these guidelines may be incorporated from time to time by the North Beach CRA. Vested authority shall be granted to the Executive Director or designee to authorize minor waiver or amendment to these guidelines. All major amendments to or deviation from these guidelines shall be approved by the North Beach CRA Board.

SUPPORTING SURVEY DATA

As documented in the North Beach CRA Redevelopment Plan, during the Redevelopment Plan public design charrette process, members of the community expressed a desire for the CRA to improve the physical look of the Redevelopment Area, in the short term, with “low-hanging fruit” such as building improvements, storefront repairs, and signage upgrades. According to the 2022 Community Survey, when asked how the City could improve business sustainability, the highest-ranking response (51.9%) was financial incentives to assist businesses to build sustainable practices.

FINANCIAL INFORMATION

The Program has been budgeted, in the amount of \$110,000, in the adopted FY 2023 Budget of the North Beach CRA.

Amount(s)/Account(s):

CONCLUSION

To promote the Program and raise awareness, the CRA will building upon existing relationships to recruit program participants, and partner with community stakeholders, including but not limited to the North Beach CRA Advisory Committee and Normandy Fountain Business Association.

The guidelines are designed to ensure that the program facilitates and manages improvement projects that serve the overall district using additional funding sources external to the North Beach CRA. The foregoing guidelines and implementation strategy describe an actionable plan towards achieving measurable success.

Ultimately, strategic initiatives such as the Program may help elevate the Normandy Fountain area into a more vibrant, pedestrian-oriented shopping area while fulfilling the Redevelopment Plan objectives of creating economic development opportunities for businesses, property owners, and residents, and protecting and enhancing neighborhood character.

Applicable Area

North Beach

Is this a "Residents Right to Know" item, pursuant to City Code Section 2-14?

Yes

Does this item utilize G.O. Bond Funds?

No

Strategic Connection

Prosperity - Revitalize targeted areas and increase investment.

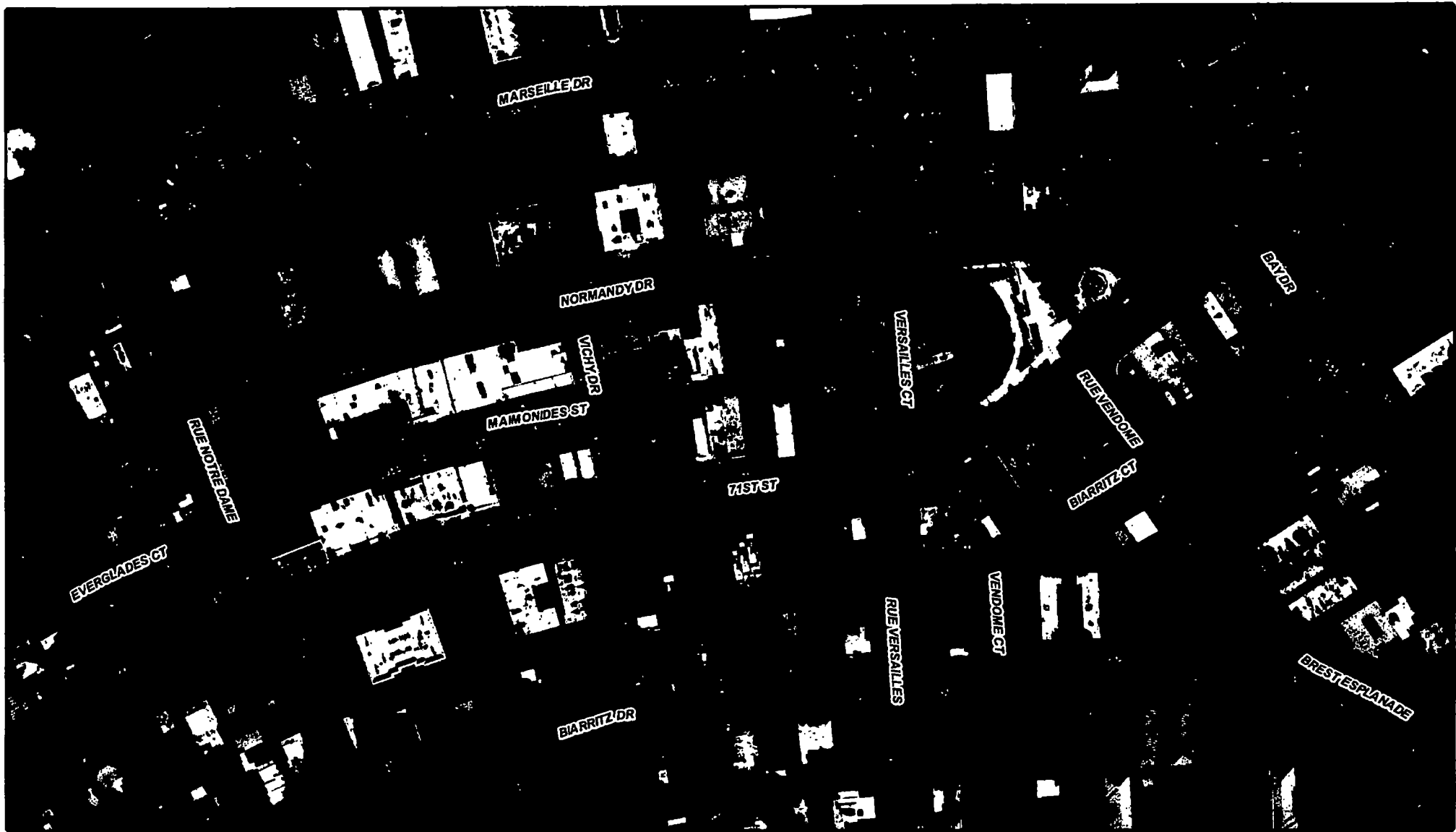
Legislative Tracking

Economic Development

ATTACHMENTS:

Description

- Exhibit A Program Map
- Exhibit B Commercial Guidelines
- Resolution



000000	PROJECT NO.	1
	DATE	4/17/2023
	DESIGNER	work/mem
	SCALE	Not To Scale
	DESIGNED BY	Justin Kerr
FILE NAME: NBCRA Facade Program		



Subject Area
Miami Beach
 Miami-Dade County, FL

	Commercial Facade Improvement Program & Residential Property Improvement Program
	North Beach CRA Boundary





COMMERCIAL FAÇADE IMPROVEMENT PROGRAM

Program and Design Guidelines

The North Beach Community Redevelopment Agency ("North Beach CRA") Commercial Façade Improvement Program ("Program") is a matching grant incentive program available for business owners and commercial property owners to help pay the costs of physical improvements to the building façade of their place of business.

The Program is available to commercial buildings in North Beach's Normandy Isles/Vendome Plaza neighborhood, located within the Normandy Isles National Register Historic District, please reference the Program Boundary Map and/or contact the North Beach CRA to determine eligibility. The neighborhood's architecture contributes to the area's historic character and reflects the Miami Modern (MiMo) architectural style, with notable influences by French-born urban planner Henri Levy. The Program focuses upon cultivating an improved visual experience and sense of place through external enhancements to existing buildings.

Program funding awards consist of matching grants of 70% the cost of eligible projects, up to an amount not to exceed \$20,000 per application provided on a reimbursement basis for expenses paid on completed work.

Façade Improvements Benefit Everyone

- ❖ **Business Proprietors and Commercial Property Owners:** spur growth in foot traffic and first-time customers, increased sales, and attraction of new tenants to vacant storefronts.
- ❖ **Residential Community and Visitors:** business vitality supports the local economy, improves conditions, contributes to a safer environment, and instills pride and a sense of community.
- ❖ **Development and Investment in the CRA:** supports economic development, strengthens relationships among community stakeholders, and affirms public confidence in the role of the North Beach CRA.

For additional information and access to the Program's online application, please visit the North Beach CRA website, www.miamibeachfl.gov/northbeachcra.

You may also contact the North Beach CRA by telephone at 305.673.7572 or schedule in person appointments at the North Beach CRA District Office located at 962 Normandy Drive (Tuesday and Thursday from 9:30 a.m. – 3:30 p.m.).



The following information contains important Program details including eligible and ineligible property improvement types and expenses, requirements for application submittal and eligibility criteria, the Program cycle timeline and grant selection process.

PROGRAM PURPOSE

The Program aims to (i) assist business and property owners to improve, repair, and preserve older buildings; (ii) stimulate investment in private property that revitalizes and raises property values; and (iii) highlight historic architecture and foster a sense of place that is attractive and welcoming to the entire community, whether visitor, resident, shopper, or merchant.

APPLICANT ELIGIBILITY

Eligible

- Any building owner or commercial tenant of a nonresidential building located within the Program's geographic area is eligible to apply.
- All applications from building tenants require the signature and approval of the building owner. Exterior improvements must be completed within 12 months of award. The award letter and application agreement will specify the deadline for when the work needs to be completed. All improvements must comply with Miami Beach Municipal Code and Florida Building Code standards.

Ineligible

- Properties that are exclusively residential or do not contain ground floor commercial use;
- Properties containing prohibited or nonconforming uses;
- Properties whose primary purpose is a place of worship;
- Properties encumbered by judgment liens, delinquent mortgage and tax obligations, and/or building or code violations; and
- Vacant, unimproved land.

ELIGIBLE FAÇADE IMPROVEMENTS

A building façade is defined as one vertical side of a building regardless of the number of stories. Only those portions of the building that are visible from a public street are eligible for the Program.

To be eligible for grant reimbursement, expenses must be related to improvements made to the street-facing exterior of properties, including:

- Restoration or rehabilitation of the building's original and/or historic construction materials (and removal of false façade elements);
- Stucco and/or brickwork restoration;
- Painting (colors must be approved administratively);
- Windows (impact-rated), framing installation, glass, and/or door repair or replacement;
- Signage;
- Awnings (including the repair or removal of old awnings and canopies and/or installation of new awnings);
- Exterior lighting installation, repair, or replacement;
- Façade or masonry renovation or repair;
- Parking facility and/or driveway or installation, repair or enhancements;
- Installation of brick, textured, and/or sustainable/pervious pavement; and

- Accessibility upgrades.
- Soft costs such as design fees (architecture, engineering, plans), contracting services, building permits and surveys. Payments for the applicant's own labor or other in-kind costs are NOT eligible.

INELIGIBLE FAÇADE IMPROVEMENTS

- Improvements inconsistent with the direction of the North Beach CRA Board or application guidelines.
- Improvements performed prior to execution of final agreement with North Beach CRA.
- Interior renovations and new construction of additional floor area or habitable space.
- Payments for the applicant's own labor or other in-kind costs.
- Any service or improvements performed by a non-licensed contractor.
- Storm water enhancements.
- Decorative fencing or privacy fencing.
- Removal of architecturally significant features.
- Installation or repair of statues and fountains.
- General maintenance that should be performed as part of routine up-keep.

The following descriptions represent considerations for improvements and are not intended to be inclusive of all permissible improvement types:

Façade

- New storefronts, display windows, and exterior architectural elements.
- Removal of elements that cover original architectural design and details.
- Replacement of architectural elements that have structural deficiencies.
- Exterior painting and new lighting.
- Demolition required for the approval of the facade improvements.
- Roof improvements that are visible and contribute to the architectural aesthetics of the building. Complete roof repair or replacement is not permitted.
- Improvements that enhance accessibility such as hand-capped ramps.

Signage

Upgraded signage is one of the most common and effective ways of drawing attention to a business. An effective sign is memorable and showcases the quality and personality of a business. The simpler the sign, the more attention it will receive. Eligible improvements would include (1) building or street-edge signage and (2) electrical work directly related to the exterior of the building or the installation of approved signage.

Awnings

Awnings help define storefronts and embellish the streetscape. They provide shade to protect merchandise from the sun and shelter customers from bad weather. Eligible improvements could include the removal of old awnings and the production and installation of new awnings and canopies.

Lighting

Decorative external light fixtures attached to the building or freestanding. Improved lighting enhances the visual appeal of storefronts and increases public safety along the entire street. Strategic use of warm, ambient lighting can enhance product display and improve advertising to customers while contributing to an attractive, safe street front.

Framing, windows, and entrances

Together, framing, display windows, and entrances comprise the “storefront system” and should be compatible and inviting. Materials, color, and scale should work together to create a pleasant design that lures customers and enhances the commercial corridor.

Storefronts with ample window space add more natural lighting and allow customers to see into the store, permitting the merchandise to speak for itself. Window displays provide an opportunity to introduce creativity and leave a lasting impression on passersby.

Entrances composed of large glass panels provide for maximum visibility and are welcoming to customers. Make it easy to see into your store. Clear windows and minimal signage will lure customers inside.

Restoration of historic or original construction

Highlighting historic detail is an easy way to create a memorable storefront and reinforce district identity. Restoring historic architectural details is often more unique and attractive than introducing contemporary elements. Modifications which are consistent with original building design and evidenced by a past building permit approved by the City may qualify for administrative, fast-track approval.

Miscellaneous

- Landscaping and irrigation when considered integral to the facade treatment of the building.
- Permanent site furnishing that provides a welcoming, pedestrian-friendly atmosphere, such as benches, trash cans, bike racks, etc. Improvements to pedestrian and transportation functionality of the property.
- Improvements necessary for fire safety and ADA accessibility compliance.

REQUIREMENTS FOR APPLICATION SUBMITTAL

Grant funds will be allocated to projects satisfying one or more of the Program criteria. An application will be considered, when preliminary approval of the following requirements has been satisfied. The City reserves the discretion to accept, reject or request modification of any application.

- Submission of a completed application form
- Color photographs of current façade from sidewalk or street
- Conceptual design and specific scope of work
- Proof of fire and extended insurance for property
- Proof of insurance and necessary business licenses for selected contractor
- Itemized project cost estimate
- Documentation of property owner's approval and permission for tenant improvements
- Documentation that the subject property is up to date on all City of Miami Beach and Miami-Dade County property taxes
- Documentation that the business located in the subject property has an active and valid City of Miami Beach Business Tax Receipt (BTR)

Verification and eligibility determination

- North Beach CRA staff shall verify all information as necessary.
- Once an applicant has been determined to meet eligibility requirements, an initial inspection of the property will be conducted by staff to evaluate suitability and determine if there are any code violations or life and safety issues requiring remediation.
- Applicants will be notified in writing regarding eligibility status, including explanation for application denial, if applicable.

Approval and notifications

- Grant awards may only be authorized by the North Beach CRA Board following a recommendation by North Beach CRA staff. To obtain matching grant funding, applicants must meet all property eligibility and program requirements in effect at the time of funding approval.

PROGRAM CYCLE TIMELINE (TENTATIVE)

- Applications to the Program are accepted twice per year. During each grant cycle, the online application may be accessed for an application period of 4-6 weeks.
- After closing of the application period, staff will review applications and make preliminary award recommendations over the following 3-4 weeks. If the project is not recommended for award of grant funding, the applicant will also be notified.
- Grant applications will be evaluated on a first-come, first-qualified, first-served basis.
- Following preliminary recommendation for award, staff will schedule a meeting with applicant to ensure clear understanding of program guidelines, and obligations and responsibilities of all parties.
- Each application recommended for award by the staff must be considered and approved by the North Beach CRA Board, who authorizes awards pursuant to adoption of a resolution.
- Following North Beach CRA Board approval, the grant recipient will receive an award letter and grant agreement for execution outlining the grant details, project deadline, and expectations.
- The grant recipient is required to provide bi-monthly updates to North Beach CRA staff throughout the project permitting and construction process.
- After the improvements are completed, the grant recipient must provide the following to the North Beach CRA for review, prior to reimbursement of expenses: copies of receipts and/or paid invoices, proof of payment (copy of checks or bank statements), contractor license documentation, and photos of completed work.

APPLICATION EVALUATION CRITERIA

The North Beach CRA Board will consider the following criteria when evaluating applications:

- Businesses and properties owned by Miami Beach residents;
- Businesses and properties owned by veterans;
- Projects that support small business retention and expansion in the North Beach CRA;
- Projects with heightened vehicular and pedestrian visibility;
- Projects that support, encourage, promote, or maintain affordable or workforce housing;
- Projects that incorporate Crime Prevention Through Environmental Design (CPTED);
- Projects with improvements of high-quality design and/or value based on recognized professional standards or best practices;
- Projects that align with the design standards established for the neighborhood and, when applicable, which may include historic preservation;
- For vacant commercial properties, identification of an end use (office, retail, etc.) and tenants secured (at least a letter of intent); and
- Projects that have a clear construction timeline and can be completed within six (6) to twelve (12) months.

GRANT AWARDS

- The maximum contribution awarded per applicant or property is \$20,000.
- The Program will match, on a reimbursement basis, up to seventy percent (70%) of the total project costs, up to an amount not to exceed \$20,000.
- Fifty percent (50%) of the grant award is eligible to be disbursed upon satisfactory completion of fifty percent (50%) of the approved project improvements.
- Project costs incurred before application approval and/or the grant award are ineligible for reimbursement, therefore applicants are strongly discouraged from commencing construction prior to applying for the Program and receiving express approval from North Beach CRA staff and the North Beach CRA Board.
- Amendments to these guidelines may be incorporated from time to time by the North Beach CRA. Vested authority shall be granted to the North Beach CRA Executive Director or his/her designee to authorize minor waiver or amendment to these guidelines. All major amendments to or deviation from these guidelines shall be approved by the North Beach CRA Board.

COMMON FAÇADE ARCHITECTURAL ELEMENTS

*This image depicts architectural elements commonly associated with building façades. It is provided for illustration purposes only and not intended to provide design recommendations or requirements.

