

## **PROPERTY IMPROVEMENT PROGRAM**

The City of Margate's Property Improvement Program (PIP) is a grant program for properties located in the City of Margate. It provides a 50% reimbursement grant up to \$50,000 for commercial properties, multi-family properties, and for common areas and building exteriors owned by condominium associations, and up to \$25,000 for Single Family properties. The reimbursement grant is for **comprehensive** fixed capital and other improvements to the property. The intent of the program is to encourage property and business owners to restore, renovate and improve their property, thereby improving the area's visual quality and attractiveness, and increasing property values.

### **Eligible Properties**

- Commercial properties (applicant may be the building owner or a tenant with owner's approval)
- Multi-Family properties
- Condominiums (work on exterior or common areas only)
- Single Family properties (up to \$25,000)

### **Eligible Improvements**

The PIP grant includes any fixed improvements to the exterior of the property. Minor interior work may be included as part of a comprehensive exterior renovation. The following list contains items that may be considered within the scope of work:

- Exterior painting
- Exterior Lighting
- Signage
- Landscaping
- Driveway Improvements/Replacement (addition, widening, circular, pavers, concrete, etc.)
- Paving parking areas, walkways, or patios
- Impact-resistant windows and doors
- Air-conditioning (central air only - if converting from window units currently visible from public right-of-way)
- Roof repair or replacement (if visible from public right-of-way)
- Structural repair
- Concrete restoration
- Electrical work
- Plumbing work
- Fencing (Designer Fence, i.e. PVC, Iron) Chain Link and Wood Fence not eligible

## **Ineligible Improvements**

- Non impact-resistant windows
- Hurricane shutters
- Outdoor Furniture
- Asphalt Driveways

## **Ineligible Properties**

- Properties listed for sale.
- Properties in foreclosure or bankruptcy proceedings
- Properties with City or County liens – Other liens to be considered on a case-by-case basis.
- Properties with active Florida Building Code or City violation(s) – To be considered on a case-by-case basis as to whether the proposed improvements will resolve the violation(s) or if the violations must be corrected prior to approval of grant funding.

## **Ineligible for funding**

- Duplication of funding – Funding for improvements already funded by other federal, state, municipal, or private sources, grants, or as part of an insurance claim, settlement, or similar is not eligible.
- Funding for work that has already commenced at time of application submittal, review, or approval.
- Funding for work that already has submitted or approved permits at time of application will be considered on a case-by-case basis.

## **Terms and Conditions**

Grants are limited to properties located within the City of Margate. Program funding is contingent upon an annual appropriation by the City of Margate. The City of Margate reserves the right to cancel this program at any time, prior to grant approval, without notice, if sufficient funds are determined unavailable. The City of Margate retains the right to display and advertise properties which receive PIP funding.

Initial Applications will be accepted on a first-come first-served basis. Incomplete initial Applications will move down the application list until considered complete by City staff. The order of grant funded project approval will vary based upon date all plans and permits are received and approved.

Grant funding will be provided on a reimbursement basis contingent upon final, approved inspections from all applicable governmental entities, and submittal and staff verification of receipts and other documents related to any authorized expenditures.

**PROPERTY IMPROVEMENT PROGRAM APPLICATION**

Name: \_\_\_\_\_

Name of Business/Property to be Renovated: \_\_\_\_\_

Address of Property to be Renovated: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email address: \_\_\_\_\_

Are you the Property Owner or Business Owner? \_\_\_\_\_

Type of Improvement(s) Planned: \_\_\_\_\_

\_\_\_\_\_

Incentive Amount: \$ \_\_\_\_\_ Total Cost of Project \$ \_\_\_\_\_

I hereby submit the attached plans, specification and color samples for the proposed project and understand that these must be approved by the City of Margate. No work shall begin until I have received written approval from the City. I further understand that funding will not be paid until the project is complete.

All documents submitted to the City in support of the funding request are considered part of the Application, and are subject to disclosure under Florida's Public Records Law.

Pursuant to Florida Statute 95.525, a person who knowingly makes a false written declaration is guilty of the crime of perjury by false written declaration, a felony of the third degree. Under penalties of perjury, I, \_\_\_\_\_ declare that I have read the foregoing Application and supportive documentation, and to the best of my knowledge and belief, the facts stated in it are true.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

STATE OF FLORIDA

COUNTY OF BROWARD

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_, who is ☐ personally known to me or ☐ produced identification and did not take an oath.

\_\_\_\_\_  
Print Name  
Notary Public, State of Florida at large

## **PIP Application Checklist**

- Completed PIP Application Sheet
- Letter of Authorization for initial Application from property owner (for commercial tenants) or condominium or homeowner association board (for common area property).
- Approval of plans (required for funding approval):
  - Approval of plans by property owner for commercial tenant applicants
  - Approval of plans by Association and/or Community Development District (“CDD”) for improvements to homes, condos, or other multi-family property that is governed by an Association or CDD
  - Approval of plans by Association and/or CDD for improvements to common areas
- Letter of intent from grant applicant to City Commission.
- Three (3) bids/estimates from licensed contractors for EACH ITEM in scope of work. Please note chosen contractor.
- Copy of license and liability insurance from chosen contractor (The City of Margate must be listed as an additional insured)
- Copy of property insurance for business or building (The City of Margate must be listed as an additional insured)
- Post renovation business plan (if applicable)
- Architectural plans (if applicable)
- Landscape plans (if applicable)
- Material samples (pavers, awnings, light fixtures, etc.) (if applicable).
- Before and after renderings (if applicable)
- W-9 Tax Form completed (in order for the City to be able to send the grant funds)
- Proof of property ownership or commercial tenant lease
- Active Sunbiz and LBTR when applicable
- Affidavit that the property owner has not received duplicate funding from another source such as insurance reimbursement or grant.
- Request for Redaction of Exempt Personal Information (City form)