

## FACADE IMPROVEMENT PROGRAM APPLICATION

Applicant's Name

Business Name

Property Address

Mailing Address

Phone Number

Email

Property Use

Proposed Improvement

Completed Project Cost Estimates  
(3 required if work is contracted out)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

I have enclosed the following:

- A completed application
- Copy of property warranty deed
- Executed agreement - property owner and tenant allowing use
- Property Appraiser's printout showing ownership and paid taxes
- 3 estimates from licensed contractors (if applicable)
- Before and after color photos of building and property

Applicant's Signature

Date

Please send completed form with  
attached documentation to:

Office of Planning & Zoning  
315 W. Main St., Suite 510, Tavares, FL 32778

## ABOUT THE MOUNT PLYMOUTH-SORRENTO CRA

The Mount Plymouth-Sorrento Community Redevelopment Area (CRA) encompasses approximately 2,100 acres, and includes land on the north and south side of the State Road 46 corridor east of Orange Street and south along the County Road 435 corridor to the Orange County line. The Mount Plymouth-Sorrento community is located in eastern Lake County, on the edge of the Wekiva Protection Area. The community includes a low-density residential area with associated limited-use commercial nodes.

For more information about the CRA, visit [www.lakecountyfl.gov/mpsra](http://www.lakecountyfl.gov/mpsra).



### OFFICE OF PLANNING & ZONING

315 W. Main St., Suite 510, Tavares, FL 32778  
Phone: 352-343-9641  
Fax: 352-343-9767  
[www.lakecountyfl.gov](http://www.lakecountyfl.gov)

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## ABOUT THE PROGRAM

The Facade Improvement Program was established by the Mount Plymouth Sorrento Community Redevelopment Agency (CRA) to encourage commercial property and business owners to improve the exterior of buildings.

To qualify for the Facade Improvement Program, properties must be located within the Mount Plymouth Sorrento CRA area. Projects selected to receive funding will be reimbursed for 50 percent of the cost up to \$2,500 maximum for a project totaling \$5,000 or more.

Commercial property owners and lessees must submit a completed application to the Office of Planning & Zoning at 315 W. Main St., Suite 510, Tavares, FL 32778, with all required attachments before any work begins in order to be eligible for reimbursement. All requests will be reviewed by CRA staff and may take up to a month for the approval/selection process. For further information, call the Office of Planning & Zoning at 352 343 9641.

## ELIGIBILITY

The grant program is available to businesses and/or building owners that are located within the boundary of the Mt. Plymouth-Sorrento CRA. To qualify for the Facade Program, properties must be located within the Mount Plymouth-Sorrento CRA area. Business or property owners applying for the program must be properly licensed with the Lake County Tax Collector's Office, and must be properly permitted for a conforming use within the CRA. Applications will not be accepted from property owners (and/or tenants of property owners) who are delinquent on their property taxes. Projects selected to receive funding will be reimbursed for 50 percent of the cost up to \$2,500 maximum for a project totaling \$5,000 or more.

## HOW TO APPLY

Complete a Facade Improvement Program application by filling out and attaching the necessary information on the back of this brochure. Submit the completed brochure to the Office of Planning & Zoning at 315 W. Main St., Suite 510, Tavares, FL 32778. Include samples of colors for the building and trim, current picture of property, and written permission from the owner, if the applicant is not the owner.

If work is to be contracted out, provide three detailed estimates and proposals, a current picture of the property and color samples. After review, the applicant will be notified before the approved project can begin.



## REIMBURSEMENT PROCESS

**All work must be completed within 60 days of the notification of grant approval.**

After the work is completed, the applicant must submit canceled checks and/or receipts to verify that all work has been completed and paid for. Canceled checks and/or receipts must be submitted to the Office of Planning & Zoning at 315 W. Main St., Suite 510, Tavares, FL 32778.

**A picture of the finished project is required.**

