



**Community Redevelopment Agency**  
 105 Miracle Strip Parkway SW  
 Ft. Walton Beach, FL 32548  
 Phone: 850-586-7814  
 Email: [cradept@fwb.org](mailto:cradept@fwb.org)  
[www.fwb.org/cra](http://www.fwb.org/cra)

## **FWB Community Redevelopment Agency Grants and Incentives Program**

### **Introduction**

In support of the Community Redevelopment Agency’s (CRA) plan to encourage redevelopment projects within the CRA district through the elimination of slum and blighted conditions, the City of Fort Walton Beach and CRA have established various grants and incentives. The purpose is to encourage projects, programs, and initiatives that support the CRA redevelopment process by providing assistance for financial obstacles that often accompany development, redevelopment, and beautification projects. Grant/Incentive policies, funding levels, dollar match or non-match requirements, completion timelines, application submissions, terms and conditions are all at the discretion of the CRA Board and can be changed without a modification to the CRA Plan.

### **Available CRA Grants and Incentives**

- |                                    |              |              |
|------------------------------------|--------------|--------------|
| • Development Permit Fee           | Non-matching | \$ 5,000 max |
| • Asbestos Mitigation              | Non-matching | \$ 5,000 max |
| • Façade Grant                     | Matching     | \$10,000 max |
| • Nuisance Abatement               | Matching     | \$10,000 max |
| • Building Code Compliance Upgrade | Matching     | \$10,000 max |

### **Eligible Applicants**

Properties must be located within the boundaries of the CRA district. Only property owners or tenant with property owner approval for locations may apply for CRA grants and incentives. Tax-exempt businesses/ organizations, Government-owned properties, and tenant in government owned properties are not eligible for this CRA Program. Eligible properties and expenses are subject to each individual grant and incentive requirement.

### **Submittal Requirements**

Program applicants must submit application packet to the CRA office within the Growth Management Department located at 105 Miracle Strip Parkway SW. Application packets can be obtained on the City’s web site or at the Growth Management Department and will be reviewed within 20 days of submittal.

### **Awarded Funding**

All funding will be awarded on a reimbursement basis only and presented upon completion of project and final inspection by the Growth Management Department. CRA Administrator will make arrangements for award presentation to applicant.



## **Development Permit Fee**

**Max incentive: \$5,000**

**Non-matching Grant**

This CRA incentive is specifically designed to encourage economic growth and revitalization by easing the burden of fees associated with development.

Fees eligible covered under this grant are:

- Building Permit and Inspection fees
- Water and Sewer Connection and Impact Fees
- Planning and Zoning Fees

## **Asbestos Mitigation**

**Max incentive: \$5,000**

**Non-matching Grant**

This CRA incentive is to encourage investors interested in purchasing older buildings that may contain hazardous asbestos materials that need to be mitigated. The purpose of this incentive is to facilitate and fund the removal and disposal of asbestos-containing materials.

## **Façade Grant**

**Max incentive: \$10,000**

**Matching Grant**

This CRA incentive is specifically designed to assist business/property owners in establishing and maintaining a visually pleasing exterior for their property to include right-of-way (with approval). Application for this incentive could be a request from the business/property owner or in response to a Notice of Violation from the Code Enforcement Division.

## **Nuisance Abatement**

**Max incentive: 10,000**

**Matching Grant**

This CRA incentive is available for properties that are found to be in violation of city codes and ordinances or are designated blighted, unsafe, or a nuisance. It is designed to facilitate the removal of unsafe and/or unsightly conditions and assist code enforcement efforts by providing a funding mechanism to bring subject properties into compliance. Application for this incentive could be a request from the business/property owner or in response to a Notice of Violation from the Code Enforcement Division.

## **Building Code Compliance Upgrade**

**Max incentive: \$10,000**

**Matching Grant**

This CRA incentive is to encourage investors interested in purchasing older buildings that require significant building code upgrades. This funding mechanism is designed to assist with these necessary expenses while eliminating this form of blight, increasing redevelopment, and improving public safety.

## Application Process

1. Contact CRA office at 850.586.7814 or via email at [cradept@fwb.org](mailto:cradept@fwb.org) to arrange a project review meeting.
2. Grant can be City-initiated (due to code violation) or owner-initiated
3. Submit all required documentation:
  - Completed CRA Grant/Incentive Application.
  - Proof of property ownership or, if a tenant, a completed property owner consent form.
  - Project plans/renderings depicting the proposed improvements
  - Three (3) itemized work quotes for the proposed improvements
  - Any additional CRA Grants/Incentive applications related to development project
4. Application will be reviewed within 20 business days. Approval to be determined by scope of project, compliance with the CRA adopted plan, and benefits offered to the CRA District.
5. Once approved, the applicant will be notified and the project may begin.
6. Once the project is completed, submit required reimbursement documentation (see below) and contact CRA office to schedule inspection.

## Reimbursement Process

Grant funds eligible for reimbursement will require sufficient documentation of project expenditures submitted to the CRA office. Project must be completed within twelve (12) months of obtaining all required permits to be eligible for reimbursement, unless an extension has been granted. Projects not completed within twelve (12) months will result in termination of the funding approval. Once all improvements are completed (in accordance with the approved plans), all required documentation (see below) has been submitted, and final inspections have been completed, City staff will initiate the fund reimbursement process. Applicant will be notified by the CRA Administrator regarding check presentation date.

The following documentation must be submitted in order to be reimbursed under the grant program:

### Required Documentation

- Payment Tabulation Form/Cover Sheet, available from CRA Administrator or City web site.
- Invoices from pre-approved contractor, including proof of payment, such as cancelled checks or paid invoices. Please Note: Payments can only be made to selected contractors/vendors listed on original quote.

### Fund Processing

- CRA Administrator will verify that all required documentation and inspections have been completed and submit reimbursement request.
- Funding request may take up to two weeks to be processed
- CRA Administrator will schedule check presentation with the recipient when funds become available.

## Exclusions and Conditions

The applicant shall be responsible for obtaining all necessary permits for the preapproved improvements. Program funds will not be awarded if subject property has any outstanding or pending code violations or liens. Issues must be addressed and fully corrected prior to fund award presentation. For properties containing multiple tenants, each tenant (or unit) is eligible once every five years with the property owner's permission. Properties are only eligible for each individual CRA Grant and Incentive once every five (5) years. Funding allocated for a project will be reserved for a timeframe of up to thirty-six (36) months from the date of grant approval. Projects not completed within this timeframe shall lose their grant funding allocation. All improvements must conform to the City's Land Development Code and goals & objectives of the CRA Plan. The City reserves the right to amend the program guidelines and application process from time to time as needed.

## Community Redevelopment Agency Plan Purpose and District Map

The Fort Walton Beach Community Redevelopment Agency (CRA) Special District is located within the most historic section of the city and includes portions of two of the city’s waterfronts—Santa Rosa Sound and Choctawatchee Bay. The CRA serves as the city’s social and economic core. The primary purpose of the CRA Plan is to eradicate blight conditions identified in the adopted FON (Finding of Need). *Resolution 96-14*, relating to the FON, was adopted on August 13, 1996 and identified substantial deterioration and blighted conditions. The CRA Plan was updated in 2012 and identified key goals, objectives, and strategies such as:

- Land Use and Urban Design
- Transportation
- Infrastructure
- Housing
- Economic Development
- Special Projects

In 2018, per Florida Statute 163.361 (1), the CRA Plan was amended to expand the CRA boundary to include three additional Areas of Concern that were considered “Blighted Areas” based on the findings concluded in the FON. Resolutions 2019-6 and 2019-7 for CRA expansions were adopted by the City Council on May 21, 2019.

City of Fort Walton Beach  
Community  
Redevelopment  
Agency (CRA)



City of Fort Walton Beach  
Public Works Department

### Legend

- Water Bodies
- CRA Area

0 0.25 0.5



Miles



Scale 1" = 1/4 MILE

Prepared by the  
City of Fort Walton Beach  
GIS Division

