



RENEW192

West 192 Development Authority

Monument Sign Grant

4/5/2022

Purpose

The W192 Development Authority is Osceola County's single management agency responsible to oversee all of the programs and projects related to planning, coordinating, implementing and managing the redevelopment and revitalization of the W192 tourism district. The Development Authority includes the W192 CRA and the W192 MSBU areas.

The West 192 Development Authority plan states that "the Corridor's older building inventory does not match the requirements or expectations broadly demanded by today's market". The plan recommends changing the signage to help improve this issue.

This grant program is an incentive to owners of buildings and businesses to improve the look of West 192 within the development authority area. The purpose of the grant program is to use Tax Increment Financing to leverage private investment in making improvements that return public benefits such as enhanced corridor aesthetics, pedestrian comfort and public safety.

Eligibility

1. The applicant must be the owner of the building(s). Tenant may qualify upon receipt of written consent by the owner of the building(s).
2. The current signage must be removed as part of this grant.
3. The building(s) must be in the West 192 Development Authority area and front West 192.
4. No vacant properties are eligible for new signage, unless the signage is for a new occupant. Vacant properties are eligible to use the grant to remove existing signage.
5. Applicant shall have no outstanding liens or code actions on the property and shall be current on all County taxes.
6. No pending and/or active litigation against the County.

Improvements:

Eligible improvements are removal of the existing signage and the installation of the West 192 monument signage. The West 192 monument signage must be installed to the exact specs provided. No other improvements or maintenance activities will be funded, and will not be used in calculation of grant match.

Grant funds may be used for the following types of improvements:

- Replacement of existing pole, pylon or monument signage
- Installation of West 192 monument signage (exact specification must be followed or the sign will not be approved)
- Installation of landscaping around the new signage
- Current and previously approved applicants for a Monument Sign Grant are allowed to allocate approved funds toward the cost of an Entertainment Sign, not to exceed the grant award amounts at the time of initial approval as outlined in this application. All Entertainment Signs must be approved by the W192 Architectural Review Board (ARB), or the appropriate approving body prior to the creation of the ARB, to be eligible. Awards for previously approved applicants may be granted retroactively.

Grant Application Process:

Grants will be evaluated and awarded on a first come first served basis

1. Applicant shall submit grant application to the West 192 Development Authority staff for review. (only completed applications including all supporting documentation shall be processed) Applications containing the following items shall be deemed complete:
 - a. Completed application form
 - b. Photograph(s) of the existing signage conditions.
 - c. A render of the new sign, showing design and placement.
 - d. Business's occupational license.
2. Final approval of the grant will be determined by the Executive Director or designee.
3. The Development Authority staff will notify applicant of approval or denial and amount awarded.
 - a. No work can commence prior to receiving written notification to proceed (letter or email) from the Executive Director
4. Upon notice to precede the grantee has three (3) months to complete all work and request final inspection by the Development Authority staff.
5. Upon Completion of the improvements, and issuance of a certificate as occupancy (if applicable), the applicant submits a request for funding and backup material.
 - a. Photos of improvements (before and after)
6. Development Authority staff inspects the project to verify completion of work as proposed in the application. (Note: this is not an inspection of the build or engineering of your specific sign, this is only to verify that the sign is installed per the grant)

7. Development Authority disburses funds to grant recipient within 30 days of approval of the completed project by the Executive Director of the Development Authority.
8. Grant funds allocated to the project will revert to the Development Authority's grant fund and the agreement will terminate if the grant recipient fails to complete the project in the six month period.

The Development Authority reserves the right to reject grant applications that in its view, propose inappropriate colors or designs. Grants are awarded on a first come first served basis with award amounts based on available funding.

Grant award amount will be determined by the date the application was received and the type of sign awarded. This amount is not negotiable and was determined using the average cost of signs installed on the corridor between January 2016 and August 2017. Please see the chart below for additional information.

Application Deadlines and Grant Award Amounts

Application must be received	Standard Sign Grant Award Amount	Electronic Message Center Sign Grant Award Amount
Before 12/21/2017	\$35,828.55	\$63,652.18
Between 12/21/2017 – 9/30/2018	\$17,914.27	\$31,826.09
Between 10/1/2018 – 9/30/2019	\$8,957.14	\$15,913.05
After 10/1/2019 – 9/01/2022	\$8,957.14	\$15,913.05

No sign grants will be awarded after September 1, 2022

Applications must be submitted by the 1st day of September 2022 to be eligible for grant funding.

Submit completed grant applications to:

Email: Christina.Morris@osceola.org

Mail to:

West 192 Development Authority

c.o. W192 Director

3 Courthouse Square

Kissimmee, FL 34741

Guidelines

The purpose of the grant is to encourage signage that fits the architectural character of the West 192 Development Authority Area. Approval of a proposed sign is based upon the sign's overall consistency with the West 192 Signage Design Guidelines.

- Signage shall be designed, constructed, and maintained to the specifications outlined in the Monument Sign Guidelines and as required by law.
- Grant funds shall be allocated on a first-come, first-served basis. Once all funds have been allocated for a calendar year the grant will be closed.
- Grant funds will be used to pay for the removal of existing signs and the installation of new signage.
- One (1) grant shall be awarded per public roadway frontage.
 - A corner parcel with signage on both West 192 and a secondary public roadway it is eligible to have both signs replaced.
- Tenants may qualify, provided property owner has granted written consent.
- Notice to proceed may be issued any time after application.
- No work can begin until the grant is approved.
- All property taxes must be current at the time of grant application to receive grant funds.
- Grantee is responsible for obtaining any permits required to do the project.
- Existing signs within the W192 Development Authority corridor must be removed and/or replaced by September 1, 2022.

- **Standard Sign Grant**
 - Every business inside the Development Authority with an existing sign on West 192 qualifies.

- **Electronic Message Center Sign Grant**
 - To qualify for an Electronic Message Center Sign Grant the applicant must meet the following criteria:
 - Existing sign must have a working electronic message center
 - The current sign's electronic message center must have been in full operation for at least twelve months prior to the submittal of the grant request.
 - Damaged electronic message centers or message centers with displays not function at 100% capacity do not qualify.

Applying for the Electronic Message Center Sign grant when you do not qualify will result in termination of this grant and the applicant will be disqualified from applying for or receiving any future West 192 Development Authority Grants.

W192 Sign Grant Application

Applicant information

Name: _____

Mailing Address: _____

Phone #: _____

Email Address: _____

Applicant is (select one):

Tenant (If applicant is a tenant, written authorization by the property owner must be included with application.)

Property Owner

Business Information:

Business Name: _____

Business Address: _____

Appropriate drawings or renders of work to be completed must be attached

Grant Type Requested(select one):

Electronic Message Center Sign Grant

(if you answered no for either of the questions below you do not qualify for the Electronic Message Center Sign Grant and must select the Standard Sign Grant)

1. Does the existing sign have a working Electronic Message Center?

Yes

No

2. Has the Electronic Message Center been fully operational for the twelve months prior to this application?

Yes

No

Standard Sign Grant

Please note that you must meet all the criteria in the guidelines to apply for an Electronic Message Center Sign Grant. Applying for the Electronic Message Center Sign grant when you do not qualify will result in termination of this grant and the applicant will be disqualified from applying for or receiving any future West 192 Development Authority and or Programs.

I hereby submit the attached plans for the proposed signage and understand that the West 192 Development Authority Executive Director or designee must approve prior to construction.

I understand that no work can begin until I have received written approval from the Development Authority.

I further understand that the project must be completed within 3 months from date of approval and grant monies will not be paid until the project is complete.

I agree that I have read the West 192 Monument Sign Grant Guidelines and Procedures.

I confirm all information I provided is correct.

Signature of Applicant

Date

CRA Sign Grant Program Application Checklist

- _____ Grant Application
- _____ Drawings/Plans of work to be done
- _____ Current Color Photo(s) of existing signage
- _____ Notarized approval letter from building owner
(Only needed if tenant is applying)