



***POMPANO BEACH
COMMUNITY REDEVELOPMENT AGENCY
EAST DISTRICT***

***RELOCATION and DEVELOPMENT INCENTIVE
PROGRAM***

REV. 9/20/2011

Relocation and Development Incentive Program

I. Introduction

The Relocation/Development Incentive program is designed to support difficult redevelopment projects that cannot be accommodated under other CRA programs. Since not all redevelopment obstacles can be anticipated, this program allows the CRA Board the flexibility to choose from a variety of options to facilitate projects that would not happen without assistance at some level.

II. Objectives

- ✓ To ensure property development continues, including rehabilitation and renovation of existing buildings
- ✓ To assist existing businesses or tenants relocating to a more suitable location and allow for re-merchandising of vacated space.
- ✓ To assist property owners in obtaining the highest and best use of vacant and semi-occupied properties
- ✓ To eliminate slum and blighted properties
- ✓ To attract private sector investment into the district using CRA owned property as leverage

III. Program Types

A. Tenant relocation, including incentives and tenant replacement

As the East District of the Pompano Beach CRA starts to develop, it is important to obtain a desirable mix of merchants.

This program allows the CRA and property owners to cooperatively work with existing businesses and those who wish to locate to the area to create a vibrant area of desired merchants. Commercial corridors are the targeted zones for this activity.

A merchandise mix plan would specify what types of businesses we would like to attract and provide a guideline for real estate brokers, property owners and developers. In some instances property owners might be locked into leases with tenants that are not supporting the goals of the East CRA District as a whole. Assistance in relocating the tenant could allow the cooperative termination of the lease.

Property owners should be encouraged to seek specific tenants. They often end up leasing the property to an undesirable type of tenant because they need the rent to meet the debt service for the property. A more desirable type of tenant will be lost because the location they wanted is occupied and the current tenant will not be able to relocate on their own.

▪ Financial assistance relocating tenants

Specific tenants would be targeted for the relocation program. Each relocation would be handled on a case-by-case basis depending on variable factors. Square footage, the feasibility of relocation, required special amenities and the overall extent of the move must be considered when identifying tenants for relocation.

- **Financial assistance for securing new tenants**

It is preferable to secure a new tenant before relocating existing businesses. The most effective way to find a desirable new tenant is to prioritize a specific location.

***NOTE:** Initiating financial assistance for relocation and offering incentives for new tenant attraction provides a powerful tool for managing the merchandise mix in the District. Since the costs and benefits associated with each transaction would vary, it is not recommended to establish a rigid dollar amount per incentive package. Each transaction is handled on a case-by-case basis.*

B. General Incentives for Business Attraction

Some instances won't require the relocation of a tenant. We can take advantage of properties that are already vacant or have the option of expansion or reconfiguring floor space and layout.

- **Incentives to utilize vacant buildings**

Vacant buildings will be targeted with specific types of tenants in mind. The incentive must ensure that the desired type of tenant can locate and begin operation immediately. If the desired use is a restaurant, incentives could translate into build-out or amenities related to that particular use.

- **Incentives to utilize vacant lots**

There are currently vacant lots in the District. These lots would be targeted to attract tenants that require build-to-suit spaces or have the option for mixed-use or residential capabilities prior to construction.

- **Incentives to utilize semi-occupied buildings**

Some buildings are occupied on the ground floor only, with vacant space upstairs. Incentives would be applied to attract office or residential use.

C. Property Acquisition Combined with Incentives

Many properties will stand empty or dilapidated without CRA assistance.

- **Acquiring properties with absentee ownership**

These types of properties are very difficult to work on since the landlord is usually not that interested in the fate of the District. They have a tenant and are collecting rent and that is sufficient for the landlord. The properties are usually not well maintained and the tenants are seldom interested in upgrading the property. These properties could be purchased for land assembly, resale, or redevelopment.

- **Acquiring financially troubled/dilapidated properties**

These properties are those that would require extensive rehabilitation with costs that could not be immediately recovered by simple rent collection. The owner

either does not have the capital to upgrade the property or is waiting to capitalize on property value increase due to others' redevelopment efforts. These properties would either be purchased or targeted for business incentives. Some properties may be maintained by absentee landlords or the owner is simply not interested in cooperating with the redevelopment efforts. In this case the property type may qualify for eminent domain actions

IV. Benefits of the Relocation/Development Incentive Program

- Allows the CRA Board flexibility to address a multitude of obstacles under one program
- Increases property values
- Increases tax base and Tax Increment Finance (TIF) revenues
- Improves merchandise mix
- Increases employment base in the District
- Increases residential base
- Reduces or eliminates vacancies
- Increases in square footage of leasable space
- Reduction of vacant land

V. Funding Sources

Funding initially will be TIF funds. Once plans are completed for the targeted areas, additional funding sources will be required, including but not limited to CRA or other revenue sources.

VI. Program Selection Criteria

These projects will be processed on a first-come, first-serve basis. Each criterion that is met is worth one point. A minimum of six points must be met to qualify. After analysis, it may be determined that not all projects are feasible even with the Relocation/Development Incentive Program. CRA staff will analyze the project and take the project application to the review committee.

Criteria Includes:

- ___ Business located in the East District of the Pompano Beach CRA
- ___ Increases property value
- ___ Increases tax base and TIF
- ___ Increases residential base
- ___ Improves merchant mix
- ___ Increases square footage of leasable space
- ___ Reduces vacant land
- ___ Renovation or construction that will spur additional development and private investment
- ___ Renovation or construction that will have a substantial visual impact
- ___ Job Creation
- ___ Reduces or eliminates store vacancies
- ___ Businesses that have a successful track record

Property owners can apply for a maximum of 10% of a project's cost on a flat incentive basis and show that conventional financing is not feasible via documentation from an established lending institution. Brokers' fees are eligible expenses.

Disbursements of the Grant proceeds may be made on a reimbursement basis or paid directly to the Service Provider, in accordance with the Scope of Services attached to application and provided applicant first approves of payment to Service Provider.

Should an applicant choose to engage the services of an agent (individual or company) to assist/represent applicant in this aspect of the process, the expenses for the agent's service will be borne by the applicant. Such expenses are not reimbursable under the terms of any of the CRA's incentive programs. CRA funds cannot be applied to services other than architecture, engineering, etc. related to the construction of the interior or exterior of the building.

The Relocation and Development Incentive Program benefits are contingent upon funding availability and CRA approval and are not to be construed as an entitlement or right of a property owner or applicant. Properties in the designated CRA areas are not eligible for CRA funded programs when such funding conflicts with the goals expressed in the CRA Strategic Finance Plan or Community Redevelopment Plan.

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PLEASE READ THE FOLLOWING PRIOR TO APPLICATION SUBMITTAL

- Properties listed for sale may not apply. Properties sold within twenty-four months of receiving grant funding **must repay the full amount.**
- Prior to application submittal, a preliminary review of proposed renovations to property must be completed by the Planning Department.
- After approval process, the CRA will provide the applicant with an approved Grant Agreement for signature. It is recommended that **NO CONSTRUCTION** begin until the Grant Agreement is signed by all parties. Improvements completed prior to approval by the CRA Board may not be eligible for reimbursement.
- If deemed necessary, the Community Redevelopment Agency (CRA) reserves the right to have the application and its contents evaluated and analyzed by an outside third party, including but not limited to: the proposed business plan, partnership/ownership information with equity positions, mortgage on the property, lease agreements, letter of Intent from lending institution and any other documents provided by the applicant.
- If your site plan or application request includes landscaping, the landscaping must be a species and variety of native plants that are drought tolerant, require little irrigation and withstand the environmental conditions of Pompano Beach. Irrigation systems must prevent over spray and water waste and it is recommended a drip irrigation system be installed.
- Property to be improved must be free of all municipal and county liens, judgments or encumbrances of any kind. This provision can be waived by the CRA Board of Commissioners if development plans for said property meets the goals and objectives as set forth in the East CRA District Five Year Strategic Finance Plan. Upon grant approval, said property must remain free of all municipal and county liens, judgments or encumbrances of any kind under the term of the agreement.

I have read completely and understand the program, including the application guidelines and grant reimbursement process.

Applicant Signature

Date_____

Property Owner (if different)

Date_____

**RELOCATION and DEVELOPMENT INCENTIVE PROGRAM
APPLICATION**

Date of Application _____

1. Address of project requesting incentive:

2. Name of Applicant:

Address of Applicant:

Phone:

Fax:

Email:

3. Does the applicant own property? _____ Yes _____ No

If "No" box is checked, when will property be in control (own or long-term lease) of applicant?

Indicate the owning entity of the property (i.e. name on property title)

4. Project Description:

5. Proposed Incentive(s):

6. Estimated Incentive value not to exceed:

Incentive Criteria:

- ___ Is the Business located in the Target Area
- ___ Increased Property Value
- ___ Increased Tax Base and TIF
- ___ Increased Residential Base
- ___ Improved Merchandise Mix
- ___ Increase in Square Footage of Leasable Space
- ___ Reduction of Vacant Land
- ___ Renovation that will Spur Additional Development and Private Investment
- ___ Renovation that will have a Substantial Visual Impact
- ___ Projects that Work Hand in Hand with other Major Developments
- ___ Increased Employment Base
- ___ Reduced or Eliminated Store Vacancies
- ___ Business(es), that due to Their Success, will Attract other Businesses
- ___ Business(es) that have a Successful Track Record are Involved

Authorized Representative

Name

Title

Signature

Date