



Groveland Community Redevelopment Agency (CRA)
Missing Middle Housing Impact Fee Incentive Application

August 2023

Program Overview

Missing Middle Housing refers to the spectrum of dwellings between single-family homes and large-scale apartments. This includes a variety of dwelling units, such as duplexes, triplexes/fourplexes, courtyard apartments, and live-work units. Welcoming such housing invites “gentle” density that is both affordable and human-scale to increase walkability in the Community Redevelopment Area (CRA). This incentive program is designed to encourage development of more affordable housing opportunities, offer a diversity of housing options, and enhance walkability.

The incentive is applicable for newly constructed Missing Middle Housing on platted or re-platted lots within the Taylorville plat or Bressler’s Subdivision plat located within CRA. Please note that lots located within gated subdivisions shall not be eligible for waivers under this program.

| Eligible Missing Middle Housing Types | |
|--|--|
| <p>Duplex - A small (1 to 2 story), detached structure that consists of two dwelling units arranged side-by-side or stacked, each with an entry from the street. This type has the appearance of a small-to-medium single-unit house on a typical 60’ platted lot with yard space and parking in the rear of the lot.</p> | <p>Townhouse - A small-to medium-sized attached structure (2-4 stories) that consists of up to 6 multi-story dwelling units placed side-by-side. Entries face a street or shared open space. The street façades have entrances with parking and garages accessible by an alley.</p> |
| <p>Triplex/Fourplex - A detached (2 to 2.5 story) structure with three or four dwelling units with shared or individual entries from the street. This type has the appearance of a medium-sized single-unit house on a typical 60’ platted lot with yard space and parking in the rear of the lot.</p> | <p>Multiplex (12 units or less) - A detached (2 to 2.5 story) structure that consists of 5 to 12 dwelling units arranged side-by-side and/or stacked, typically with a shared entry from the street. This type has the appearance of a medium-to-large single-unit house and may or may not include yard space. Two typical 60’ platted lots should be combined into a 120’ lot.</p> |
| <p>Courtyard Apartments (25 units or less) - A medium-to-large sized (1 to 3.5 story) detached structure consisting of multiple side-by-side and/or stacked dwelling units oriented around a courtyard or series of courtyards. The courtyard replaces the function of a rear yard and is more open to the street in low intensity neighborhoods and less open to the street in more urban settings. Each unit is accessed from the courtyard and shared stairs each provide access for up to 3 units. Two typical 60’ platted lots should be combined into a 120’ lot.</p> | <p>Live/Work - A small- to medium-sized (2 to 4 story) attached or detached structure consisting of one dwelling unit above or behind a fire-separated flexible ground floor space that can accommodate a range of non-residential use. The flex space and residential unit typically have separate street entrances. The flex space typically has a taller height (min. 10’) and a shopfront frontage. This type does not include a rear yard. Parking and garages accessible by an alley.</p> |
| <p>Bungalow Court (10 units or less) - A group of small (1 to 2 story) detached structures arranged around a shared yard space visible from the street. The shared yard space is an important community-enhancing element and unit entrances should be from the shared yard space.</p> | |

Program Guidelines

- Impact fee waivers shall be a maximum of \$10,000 per dwelling unit and a maximum of three (3) waivers per application for a total of \$30,000.



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- 2. Once a certificate of occupancy has been issued for a dwelling unit, said dwelling unit shall no longer be eligible for a waiver under this section.
3. This program is applicable for City impact fees only. County or School Board impact fees are not applicable.
4. Once a waiver is granted, a building permit shall be applied for and shall be issued within six (6) months of the issuance of the waiver.
5. The applicant may request one (1) extension of time not to exceed three (3) months, with such an extension being requested prior to the expiration of the six-month term.
6. Approval or denial of an extension is determined by the Community and Economic Development Director and subject to appeal to the City Manager, whose decision is final.
7. In no event shall any single property owner, or any single entity, be entitled to receive waivers for more than five (5) dwelling units under this section in any one (1) fiscal year.
8. If there is an existing prepayment certificate or impact fee waiver assigned to the property identified in the waiver application, the prepayment or waiver shall first be applied to the applicant's share of any portion of the parks and recreation, water and wastewater impact fees that are not waived.
9. If the prepayment or waivers exceed the applicant's share of the impact fees, the remaining prepayment or waivers shall be applied to reduce the amount of the approved waiver.
10. In no event shall the applicant be entitled to a refund of any prepayment or impact fee waiver under the provisions of this section.

Applicant Acknowledgement

Please acknowledge you have read and understood the program guidelines and eligibility.

Signature

Print Name

STATE OF

COUNTY OF

The foregoing instrument was acknowledged before me by means of [] physical presence or [] online notarization, this ___ day of _____, 20__, by _____, an applicant of the City of Groveland's Missing Middle Housing Impact Fee waiver incentive. He or she is [] personally known to me or [] has produced _____ as identification.

NOTARY PUBLIC



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Completed applications may be mailed or hand-delivered to City Hall, ATTN: CRA (156 S. Lake Avenue, Groveland, FL 34736) or sent via email to kailey.albritton@groveland-fl.gov.

Applicant Name:
Applicant Phone Number:
Applicant Email Address:
Are you the Property Owner?

If you answered no, please see the attached Owner Affidavit form that must be completed and submitted at the time of your application.

Have you previously received an impact fee waiver?
If yes, how many?

Site Address:
Parcel Number:
Alt-key:

Please indicate "Yes" or "No" for the following questions:
Is the property located within the Groveland Community Redevelopment Agency (CRA) Area?
Is the property located within a gated subdivision?
Is the property currently vacant land?
Has construction already commenced?

Please select the type of Missing Middle Housing from the following:
Duplex
Triplex/Fourplex
Courtyard Apartments
Bungalow Court
Townhouse
Multiplex
Live/Work

Please provide a brief description of the project below:

Estimated Number of Dwelling Units:
Estimated Project Cost:
Estimated Completion Date:

Applicant Signature

Signature Date

Print Name



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Date: _____

Before me, the undersigned authority personally appeared, _____ (property owner's name), who being by me duly sworn on oath, deposes and says:

- 1. That said authority is the fee-simple owner of the property legally described in this application.
2. That said authority desires to
3. That said authority (property owner) has appointed _____ (agent's name) to act on his/her behalf to accomplish the above, and before me the undersigned authorized agent personally appeared and being by me duly sworn on oath, deposes and says:
A. That he/she affirms and certifies that he/she understands and will comply with all ordinances, regulation, and provisions of the City of Groveland, Florida, and that all statements and diagrams submitted herewith are true and accurate to the best of his/her knowledge and belief, and further that this application and attachments shall become part of the Official Records of the City of Groveland, Florida, and are not returnable.
B. That the submittal requirements for the application have been completed and attached hereto as part of the application.
C. Fees are non-refundable unless the application is withdrawn if writing within five (5) business days of submittal.

Property Owner's signature

Agent's signature

STATE OF FLORIDA
COUNTY OF LAKE
Subscribed and sworn to (or affirmed) before on
(date) by
(name) or
affiant, deponent, or other signer. He/she is
personally known to me or has presented

STATE OF FLORIDA
COUNTY OF LAKE
Subscribed and sworn to (or affirmed) before on
(date) by
(name) or
affiant, deponent, or other signer. He/she is
personally known to me or has presented

as identification

as identification

PUBLIC NOTARY

PUBLIC NOTARY

Note: The Property Owner(s) must sign the Affidavit(s). When an Agent is representing the case, both the Agent and the Property Owner(s) must sign the Affidavit(s).