



**Town of Eatonville**  
Community Redevelopment Agency  
307 E. Kennedy Blvd  
Eatonville FL, 32751  
407-623-8917

## **Code Compliance and Emergency Minor Rehab Program**

The Code Compliance Program assists low-income owners of homes that are homestead to eliminate exterior code violations, and to improve and preserve neighborhoods at the same time.

### **What is the Code Compliance Program?**

Up to \$5,000 per unit is available to assist income-eligible homeowners that are homestead, who have received notice of code violations, to make the necessary repairs to bring their home into compliance. Assistance is provided as a zero-interest loan requiring no monthly payments if the homeowner occupies the home for five years after the repairs are complete.

### **Eligible Repairs:**

- Exterior painting
- Rafters, soffit, and fascia repair
- Window glass and screens
- Yard maintenance and debris removal when done in conjunction with repairs to the home
- Residential driveway
- Eligible Emergency Home Repairs; minor roof repair, plumbing, electrical, heating Hurricane Safety; removal of large hazardous objects, removal of household appliances and auto parts from outside
- Car removal coordination \*
- Demolition of blighted Residential Structures **(may receive up to \$10,000.00 toward removal and clearance)**

### **Ineligible repairs include:**

- Repairs to mobile homes
- Sidewalks and patios
- Interior repairs **(unless done in conjunction with a voluntary code inspection)**

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NOTE: This grant is not “remodeling” or “home maintenance.” Its purpose is to bring properties up to code and remove health and safety hazards.

**Priority Repair Chart-** Applicants will be prioritized based on severity, and time sensitivity of repair.

Level	3 High Priority	2	1
Repairs	EHR; minor roof repairs, plumbing, electrical and heating.  Hurricane Safety; removal of large hazardous objects, removal of household appliances and auto parts from outside.	Minimum housing standards; exterior painting, windows, screens, rafters, soffit and fascia.	Yard maintenance, removal of debris, Disabled/Inoperable vehicles, and driveways.

LEVEL 3- Emergency Home Repairs; minor roof repair, plumbing, electrical and heating. Hurricane Safety; removal of large hazardous objects, removal of household appliances and auto parts from outside.

LEVEL 2- Minimum housing standards; exterior painting, windows, screens, rafters, soffit and fascia.

LEVEL 1- Yard maintenance, removal of debris, removal of disabled/inoperable vehicles, and driveway repair.

#### **Eligibility**

- The home must be located in the CRA district and zoned Residential
- Property must be owner occupied and homestead
- Property must be current on all taxes and no liens
- Property must have homeowners’ insurance

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- Total household income cannot exceed 80% of the area median income, adjusted for family size, as defined by the United States Department of Housing and Urban Development. See chart on next page
- Applicants must demonstrate proof of income and household size
- Property must not have received prior assistance by TOECRA within the last 3 years

**Department of Housing and Urban Development (HUD) Income Guidelines 2025**

Family Size	Extremely Low IL	Very Low (50%) IL	Low (80%) IL
1	\$22,150	\$36,900	\$59,050
2	\$25,300	\$42,150	\$67,450
3	\$28,450	\$47,450	\$75,900
4	\$32,150	\$52,700	\$84,300
5	\$37,650	\$56,950	\$91,050
6	\$43,150	\$61,150	\$97,800
7	\$48,650	\$63,350	\$104,550
8	\$54,150	\$69,550	\$111,300

**How to Apply:**

Applications are located at Town Hall and online at [EatonvilleCRA.org](http://EatonvilleCRA.org). Pick up an application and fill out all applicable information. Follow the checklist below to submit a complete application. **Properties zoned commercial will not be considered. This grant is not to be used for code violation fines or fees.**

- Completed application
- Itemized invoice, including scope of work, from contractor or handyman
- Code Enforcement Violation Citation/Notice or Code Compliance Referral

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- Proof of home ownership and homestead (Orange County Property Appraiser property card can be found on their site [ocpafl.org](http://ocpafl.org))
- Proof of income and household size, last two paycheck stubs, social security, etc.
- Certificate of Appropriateness if home is located in historic district

Contact CRA staff for assistance and submittal.



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## **Process**

Once a completed application has been submitted to the CRA, staff will check the validity of the code violation notice or Code Compliance Referral. Once the notice is determined valid by TOE Code Enforcement, and the applicant has met all eligibility requirements their application will be approved by staff. Awardees will select a licensed contractor or handyman. Selected contractor or handyman must provide license, insurance and any additional necessary documents. After work has commenced staff will contact the recipient for periodic updates. The payment schedule will go as followed: 50% mobilization given at the beginning of the project, 40% will be disbursed once 75% of the project has been completed. 10% retainage will be released once the final inspection has been completed, a contractor lien release has been signed, and with staff's approval.

## **Program Reuse**

Recipients may not reapply for future assistance for a period of five (5) years. Previous recipients may not reapply for the same repair or code violation.

## **Grant Funds Availability**

Due to the uncertain nature of budget availability in any given year and the uncertainty of future grant awards, the CRA cannot guarantee that funding will be available in future years. In no way will the CRA be required to offer funding for work outside of officially established funds budgeted specifically for the program. Application submission does not guarantee approval.



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Before submitting your application, please ensure you have completed and provided the following:

- Completed application
- Itemized invoice, including scope of work, from contractor or handyman
- Code Enforcement Violation Citation/Notice or Code Enforcement Referral
- Proof of home ownership and homestead exemption (Orange County Property Appraisal property card can be found on their site [ocpafl.org](http://ocpafl.org))
- Proof of income and household size, last two paycheck stubs, social security, etc.
- Photos of existing & proposed repair
- Certificate of Appropriateness if home is located in historic district

**SUBMISSION DOES NOT GUARANTEE APPROVAL/FUNDING**

Please submit Completed Applications to:

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## CRA Funding Application

Applicant Information	
Date Submitted: _____	
File#: _____	
1. Applicant	
Name:	_____
2. Applicant	
Address:	_____
3. Phone:	_____
4. Email:	_____
4. Agent authorized by	
Owner*:	_____
Property Information	
5. Property	
Address:	_____
6. Property	
PCN:	_____
7. Property Sqft/Acreage/Units	_____
8. Property Zoning	_____
Property Future Land Use	_____

9. Code Violation Description:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

10. What is the priority level of your code violation? \_\_\_\_\_

11. What is the property's current taxable value? \_\_\_\_\_

12. What is the estimated taxable value after the project is completed? \_\_\_\_\_



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13. Please identify the goals and objectives from the CRA master plan that your project supports.

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14. Will this project contribute to the reduction of slum and blight? Yes\_\_\_\_\_ No\_\_\_\_\_  
If yes, explain.

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15. Will this project have an economic benefit to the Town?  
Yes\_\_\_\_\_ No\_\_\_\_\_ If yes, explain.

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Proof Income
Number of people in the household: _____
Household Income: _____
Does anyone in the home work? (Circle one) Yes No If yes, who: _____
Is anyone in the home collecting Disability? (Circle one) Yes No If yes, amount: _____
Is anyone in the home collecting Social Security? (Circle one) Yes No If yes, amount: _____
Can you verify the above information? (Circle one) Yes No





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**16. Please explain how the project will be financed and/or refunded.**

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**17. Proposed Repairs:**

Code Violation	Proposed Solution	Total Cost	Grant

**Property Owner Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Authorized Agent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



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**\*\*\*All request are subject to available funding\*\*\***

**For CRA Office Use Only**

<b>Application Checklist:</b>	<b>Approval:</b>
<ul style="list-style-type: none"><li>• Complete Application</li><li>• Proof of Ownership and Homestead</li><li>• Written Consent of Ownership if applicable</li><li>• Code Violation Notice</li><li>• Proof of Income</li><li>• Photos of Existing &amp; Proposed</li></ul>	<ul style="list-style-type: none"><li>• Application received by:_____</li><li>• Repairs meet criteria:_____</li><li>• Level of Priority:_____</li><li>• Eligibility of Income:_____</li><li>• Debt free from Town:_____</li><li>• Finance Review for Funding:_____</li><li>• CRA Director Approval:_____</li></ul>

File Notes:

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