

**City of Henderson
REDEVELOPMENT AGENCY**



**Residential
Improvement
Program
Guidelines and Application**

*Approved 06/18/2013
Modified 04/19/2016*

Residential Improvement Program

This Program is established to increase access to Redevelopment funding for residential improvements in the Downtown and Eastside Redevelopment Areas for the purpose of sustaining property conditions and values. This Program is in the form of grant money that requires property owner participation through a financial contribution. This Program is designed to benefit the designated redevelopment areas through the elimination of blight and will provide financing, which would otherwise not be available, for exterior painting and repairs, landscaping and front yard fencing improvement. Because the purpose of redevelopment is to improve physical blight in a community for all residents, regardless of owner occupancy, this Program is also available to rental properties with certain limitations.

This Program is available to any eligible property that is located in either the Downtown or Eastside Redevelopment Areas. Residential Improvement grants are available for improvement projects that are of benefit to the Downtown or Eastside Redevelopment Areas or the immediate neighborhood when the applicant can demonstrate that no other reasonable means of financing the project is available and are subject to funding availability. Approval, denial, or modification lies with the Grant and Loan Committee, made up of the Redevelopment Manager or his/her designee, Treasurer of the Agency or his/her designee, and three members of the Redevelopment Advisory Commission. Should a recipient wish to appeal a Grant and Loan Committee decision, staff will forward the request, via agenda, to the Redevelopment Agency Board.

I. ELIGIBLE IMPROVEMENTS

This Program provides grant assistance from the City of Henderson Redevelopment Agency for the items identified in the table below. All requests for assistance must be in writing and submitted on the application form that is included in this packet of information. All requests for assistance will be heard by the Redevelopment Agency Grant and Loan Committee at a public hearing scheduled after a complete application has been submitted to staff.

Program Element	Owner Occupied		Non Owner Occupied/Rental	
	Maximum Benefit	Agency/Owner Participation	Maximum Benefit	Agency/Owner Participation
Exterior Painting	\$1,500	85% Grant 15% Owner	\$750	50% grant paid by Agency not to exceed \$750. Remainder paid by property owner or tenant
Exterior Repairs to Primary Structure	\$1,000	85% 15%	\$500	50% grant paid by Agency not to exceed \$500. Remainder paid by property owner or tenant.
Landscaping	\$1,000	80% Grant 20% Owner	\$500	50% grant paid by Agency not to exceed \$500. Remainder paid by property owner or tenant.
Front Yard Fencing	\$2,000	90% Grant 10% Owner	\$1,000	50% grant paid by Agency not to exceed \$1000. Remainder paid by property owner or tenant.

CRITERIA

All Programs

- i) Applicant must obtain estimates from a minimum of two (2) licensed contractors. Grant Award will typically be based on the lowest estimate;
- ii) The Program allows for direct payment to the contractor for the Agency's obligation. Reimbursement will take place 2-3 weeks after inspection of completed work. Applicant must obtain a written consent from the contractor accepting this condition.

Exterior Paint Program

All color choices must be of a neutral tone and approved by the Redevelopment Agency Grant and Loan Committee. Expenses associated with exterior paint include power washing, sanding, and other such actions customarily associated with painting.

Exterior Repairs to Primary Structure – this category includes exterior repairs that are customarily associated with painting such as repairs to cracks in surface materials and all other exterior repairs that

may or may not be structural, but which affect the aesthetic quality of the residential use as determined by the Grant and Loan Committee, e.g. repairs to awnings may be an eligible expense if approved by the Grant and Loan Committee.

Landscaping Program

Plant materials must be drought tolerant, on a drip irrigation system, and selected from the approved plant list that can be found at:

http://www.snwa.com/assets/pdf/wsl_plantlist.pdf

Front Yard Fencing Program

- i) The Program covers repair or replacement of existing front yard fencing that is in disrepair;
- ii) Repairs or replacement of chain link fencing is not eligible for funding unless the chain link fence will be replaced with a different approved material such as iron or block;
- iii) Fence style and color is to be architecturally compatible with the home and neighborhood.

To participate in this Program, the property must be in compliance with the Property Maintenance Ordinance.

II. APPLICATION PROCESS

- a) To submit an application, please call the City of Henderson Redevelopment Agency at 702-267-1515 to schedule an appointment to meet with Agency staff.
- b) Applicant must be the property owner(s) or lessee(s) of a program-eligible building. A legal property owner must sign the program application or provide a signed letter clearly stating support for the tenant's application.
- c) Provide two (2) written estimates from licensed contractors for ALL work being performed.
- d) After a complete application has been received, the application will be scheduled for a hearing before the Redevelopment Agency Grant and Loan Committee.
- e) Requests for assistance will be reviewed for compliance with NRS 279.482.
- f) **Applicant is not to begin any improvements to the property before the Grant is heard by the Redevelopment Agency Grant and Loan Committee.** Construction, renovation, or painting costs incurred prior to review by the Grant and Loan Committee will not be eligible for reimbursement.
- g) **The Agency reserves the right to require certain minimum improvements as part of the program in order to meet the objectives of the Agency. For example, façade repainting may be required as a minimum improvement.**

Residential Improvement Program Application

Please contact 702-267-1515 to schedule an appointment to submit a completed application with the required documents and appropriate signatures to avoid any delays in financial consideration. Please print legibly in either blue or black ink. **Please complete all relevant sections and refer to the end of this application for all required application supplementary information.**

_____ *Downtown* _____ *Eastside*

1. TYPE OF APPLICATION (check all that apply)

Exterior Façade Painting _____ Exterior Façade Repairs _____
Front Yard Landscaping _____ Front Yard Fencing _____

Is this home Owner Occupied (Please Initial) Yes _____ No _____

2. APPLICANT AND PROPERTY INFORMATION

Applicant Name(s): _____

Property Address: _____

Mailing Address if not Owner Occupied: _____

Phone Number: _____ Email Address: _____

I/We hereby affirm that I/we have full legal capacity to authorize the filing of this application and that all information and exhibits herewith submitted are true and correct to the best of my/our knowledge. The owner invites the City of Henderson (COH) and/or Redevelopment Agency (RDA) to make all reasonable inspections, investigations, and take pictures of the subject property during the process period associated with the application. I authorize the use of any pictures taken by the COH or the RDA.

I/We have read and understand the selected financial assistance program guidelines, accept the qualification, and understand that in order for my/our request of funds to be approved, I/we must agree to work within and follow the recommendations of the RDA before starting any work on the subject property following approval of the application.

Applicant Signature

Date

Applicant Signature

Date

Supplementary Application Information

1. A brief written description of the improvement(s) being completed;
2. Color photo(s) of the existing conditions;
3. Two (2) written estimates from licensed contractors with a City of Henderson business license and State Contractors Board license for all improvements being made. A W-9 for the selected contractor is required at the time of application for the grant;
4. If payment is being made directly to the contractor, a signed letter from the contractor stating their acknowledgment that payment will take 2-3 weeks from the date that work is inspected;
5. Color samples for paint that can be shown to the Grant and Loan Committee;
6. Photos or diagrams of fencing styles and improvements including a site plan drawn to a recognized architectural or engineering scale;
7. A landscape plan drawn to a recognized architectural or engineering scale identifying what landscaping materials will be installed including drip irrigation details.
8. A signed letter from the applicant describing their financial situation and stating that no other reasonable means of financing is available to complete the proposed improvement(s)".

Office Use Only

Date Application Received: _____ Date of Complete Application: _____

Assessor's Parcel Number: _____ Zoning: _____

Downtown or Eastside Redevelopment Area

Verification of two Licensed Contractors Estimates: _____

Letter of Consent from Contractor for Payment: _____

Signature from Applicant for Owner Contribution: _____

LC Date: _____ Approved Grant \$ _____

Approval Letter Date _____ Denial Letter Date _____

Certificate of Insurance Received: _____

Date of Inspection: _____ Date Funds Released: _____