

**City of Henderson
REDEVELOPMENT AGENCY**



**Residential
Improvement
Program
Guidelines and Application**

*Approved 06/18/2013
Modified 04/18/2017*

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 Executive Director of the Redevelopment Agency or his designee. Should a recipient wish to appeal the decision of the Executive Director, staff will promptly schedule the appeal to be considered by the Redevelopment Agency Board at a regular meeting of the board.

I. ELIGIBLE IMPROVEMENTS – SINGLE-FAMILY RESIDENTIAL

This Program provides grant assistance from the City of Henderson Redevelopment Agency for the items identified in the tables below for existing single-family and multi-family housing. 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 reviewed by the Redevelopment Agency. Any improvements commenced prior to written approval of the grant request are not eligible for reimbursement.

| SINGLE-FAMILY DETACHED HOMES | | | | |
|--------------------------------------------------|------------------------|-----------------------------------|----------------------------------|--------------------------------------------------------------------------------------------|
| | Owner-Occupied | | Non-Owner Occupied/Rental | |
| Program Element | 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% Grant 15% Owner | \$500 | 50% grant paid by Agency not to exceed \$500. Remainder paid by property owner or tenant. |
| Landscaping visible from the Public Right of Way | \$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. |

| MULTI-FAMILY & APARTMENT BUILDINGS | | |
|--------------------------------------------------|-----------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| Program Element | Maximum Benefit | Agency/Owner Participation |
| Exterior Painting | The lesser of \$500 per residential unit or \$4,500 | 50% of the cost paid by the Agency, up to the maximum benefit, with remainder paid by the property owner or tenant. |
| Exterior Repairs to Primary Structure | The lesser of \$250 per residential unit or \$2,500 | 50% of the cost paid by the Agency, up to the maximum benefit, with remainder paid by the property owner or tenant. |
| Landscaping visible from the Public Right of Way | The less of \$250 per residential unit or \$2,500 | 50% of the cost paid by the Agency, up to the maximum benefit, with remainder paid by the property owner or tenant. |

| CRITERIA |
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| <p>All Programs</p> <p>i) Applicant must obtain estimates from a minimum of two (2) properly licensed contractors. At the discretion of the Executive Director, Grant Award will typically be based on the lowest estimate. The contractor selected to perform the work must have a valid City of Henderson Business License.</p> <p>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.</p> <p>iii) Property must be located in the Downtown Redevelopment Area (see Appendix A) or Eastside Redevelopment Area (see Appendix B).</p> <p><u>Exterior Paint Program</u></p> <p>All color choices must be of a neutral tone and approved by the Redevelopment Agency. Expenses associated with exterior paint include power washing, sanding, and other such actions customarily associated with painting.</p> <p><u>Exterior Repairs to Primary Structure</u> – 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 Agency, e.g. repairs to awnings, eaves, window and door trim, fascia, roofs and roof tiles may be eligible expenses if approved by the Agency.</p> <p>Landscaping Program</p> <p>Design must include drought tolerant plant materials, 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</p> <p>Front Yard Fencing Program</p> <p>i) The Program covers repair or replacement of existing front yard fencing that is in disrepair.</p> <p>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.</p> <p>iii) Fence style and color are to be architecturally compatible with the home and neighborhood.</p> |

II. APPLICATION PROCESS

- a) To submit an application, please contact the City of Henderson Redevelopment Agency at 702-267-1515 to schedule an appointment to meet with Agency staff. Mail-in, emailed or “Contact Henderson” applications will not be accepted.
- 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 reviewed by Agency staff
- e) Requests for assistance will be reviewed for compliance with NRS 279.486.
- f) **Applicant is not to begin any improvements to the property before the applicant has entered into a written grant agreement with the Agency.** Construction, renovation, or painting costs incurred prior to grant approval 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 and/or general front yard clean-up of the existing landscaping 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/property Owner Occupied? (Please Initial) Yes _____ No _____

2. APPLICANT AND PROPERTY INFORMATION

Applicant Name(s): _____

Property Address: _____

Owner 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/Owner Signature Date

Applicant/Owner 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 choices.
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(s) _____

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: _____

Agency Review Date: _____ Approved Grant \$ _____

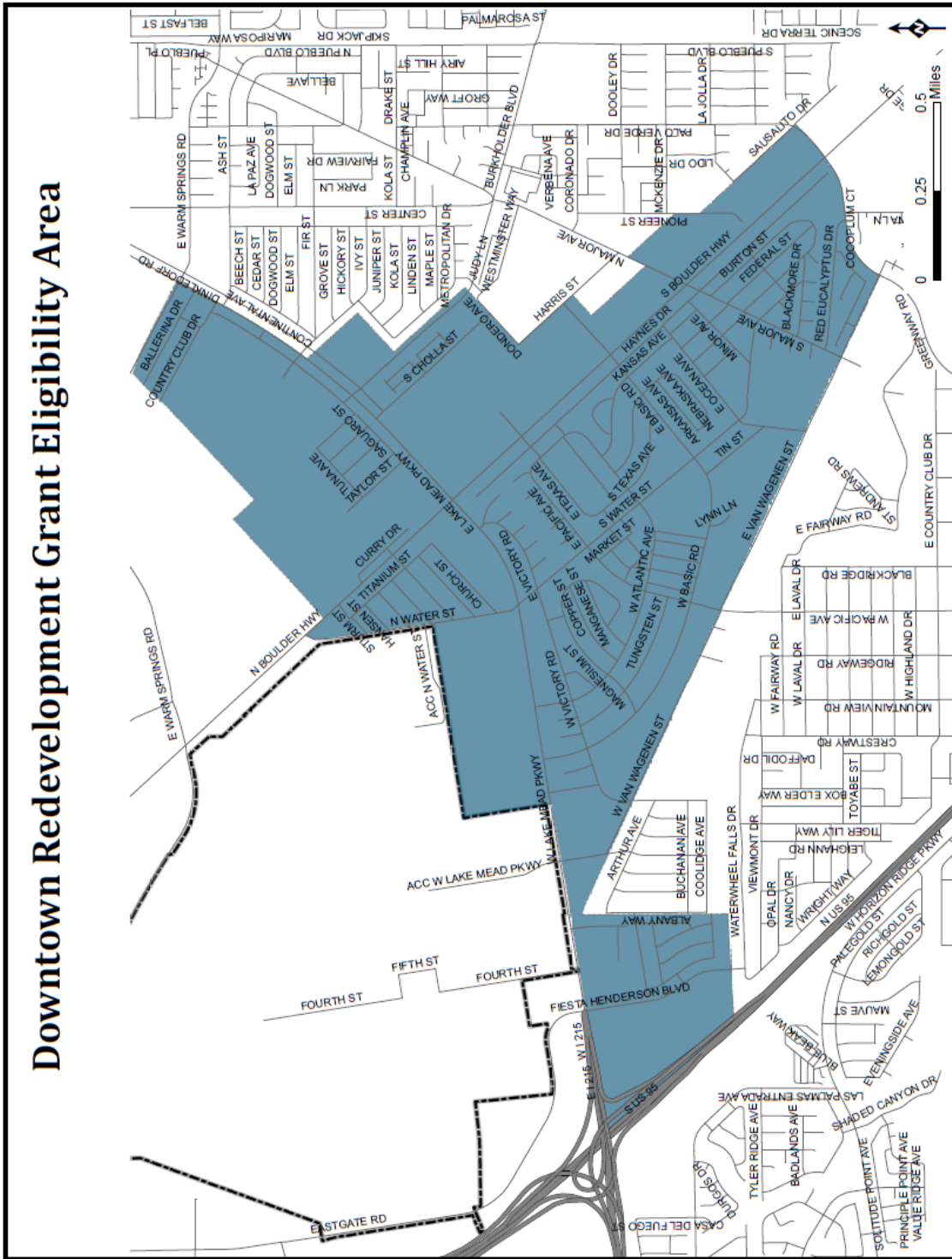
Approval Letter Date _____ Denial Letter Date _____

Certificate of Insurance Received: _____

Date of Inspection: _____ Date Funds Released: _____

Appendix A

Downtown Redevelopment Grant Eligibility Area

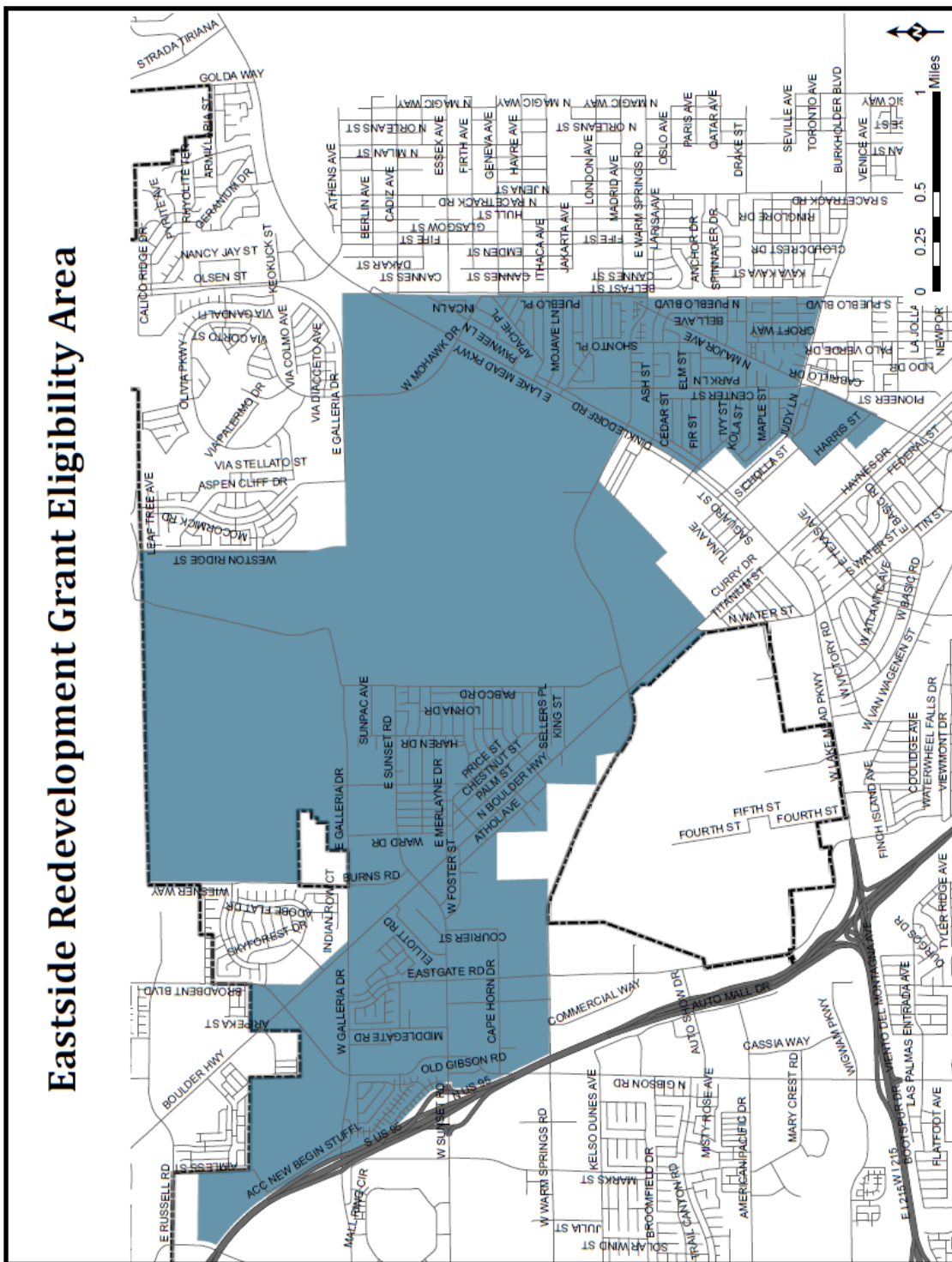


**City of Henderson
Redevelopment Agency**

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Appendix B

Eastside Redevelopment Grant Eligibility Area



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