

## CITY OF ROCKWALL

### RESOLUTION NO. 16-09

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROCKWALL, TEXAS, ESTABLISHING A *SMALL NEIGHBORHOOD MATCHING GRANTS PROGRAM* TO FUND VARIOUS BEAUTIFICATION AND IMPROVEMENT PROJECTS FOR RESIDENTIAL PROPERTIES WITHIN THE CITY'S HISTORIC DISTRICTS; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City Council desires to encourage neighborhood pride, enhancement and beautification within the City's Historic Districts by encouraging reinvestment from individual property owners;

**WHEREAS**, the City Council hereby establishes the *Small Neighborhood Matching Grants Program* for the purpose of incentivizing small improvement and beautification projects by providing matching funding up to \$1,000.00 for residential properties within the City's Historic Districts;

**WHEREAS**, the City Council hereby finds and determines that it is in the public's interest and general welfare to establish the *Small Neighborhood Matching Grants Program*.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROCKWALL, TEXAS:**

**SECTION 1. Purpose.** The City Council has established the *Small Matching Grants Program* for eligible for properties located within the City's Historic Districts for the purpose of encouraging small improvement and beautification projects. The program will be administered by the City's Historic Preservation Advisory Board (HPAB) under the direction of the Planning and Zoning Department of the City of Rockwall.

**SECTION 2. Eligibility.** The *Small Neighborhood Matching Grants Program* is eligible for the following properties:

**(a) Residential Property**

- i) Residential properties located within the Old Town Rockwall (OTR) Historic District or the Southside Residential Neighborhood Overlay (SRO) District are eligible for the program. The programs shall provide matching funds up to 50% of the total project cost.
- ii) Properties classified as *Non-Contributing* shall be eligible for a total grant amount up to \$500.00.
- iii) Properties classified as *Contributing* (i.e. *High, Medium or Low Contributing*) or as a *Landmarked Property* shall be eligible for a grant amount up to \$1,000.00.
- iv) Regardless of a properties status no matching grant shall be approved for an amount of less than \$100.00 (i.e. a project minimum of \$200.00).
- v) Only projects proposing improvements to the exterior of a property that will be visible from the street shall be eligible for the program. Examples of these projects include but are not limited to landscaping, painting, replacement of windows, replacement of sidewalks and/or driveways, and etcetera.

**SECTION 3. Application.** All applications shall be submitted to City staff in accordance with the Historic Preservation Advisory Board's (HPAB's) submittal deadlines prior to the commencement of the proposed project. Once a project has commenced, that project or the portion of project that



has commenced shall no longer be eligible for grant monies. The HPAB has the ability to approve, deny or modify a request at their discretion. A complete application for the program will consist of 1) the application form, 2) a list of all improvements associated with the project, and 3) any additional information deemed necessary for the HPAB to make a determination. It shall be the Planning and Zoning Department's policy not to accept incomplete applications.

**SECTION 4. Certification and Verification Process.** Applications for the *Small Neighborhood Matching Grants* pursuant to Section 3 of this resolution shall be filed with the Planning and Zoning Department. Upon receipt of a completed application, City staff shall process the request, verify that the improvements have not commenced, and prepare a memorandum to the Historic Preservation Advisory Board (HPAB) outlining the request. Within 60 days of the receipt of an application, the HPAB shall take action to approve, deny or modify a request based on the requirements of this resolution. Upon action by the HPAB work may commence on the proposed project.

Once a proposed project has been completed, the applicant shall be required to submit a sworn statement of completion acknowledging that the project has been completed in accordance with the application submitted and approved by the HPAB. In addition, the applicant will be required to submit all receipts for the cost of the project. Within 15 days of the receipt of the sworn statement of completion, City staff shall verify that the improvements have been completed as required by the HPAB and document the improvements for the City's records. If the improvements have been completed as approved, staff will issue a check request in the applicant's name to the Finance Department for half the amount depicted on the receipts up to the full amount approved by the HPAB.

**SECTION 5. Program Duration.** The *Small Neighborhood Matching Grants* program shall commence on the first day of the fiscal budgeting year and continue on an annual basis until all funds have been allocated.


**SECTION 6. Effective Date.** This resolution shall take effect immediately from and after its adoption and it is so resolved.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF ROCKWALL, TEXAS, ON THIS THE 21<sup>st</sup> DAY OF MARCH, 2016.**

APPROVED:

  
Jim Pruitt, Mayor

ATTEST:

  
Kristy Cole, City Secretary

