



# GARLAND

## Home Improvement Incentive Policy

The following policy applies to the Home Improvement Incentive Program.

### Vibrant Neighborhoods and Commercial Centers

The purpose of the Home Improvement Incentive Program is to encourage homeowners to make improvements to the exterior of their homes. Goals include preventing blight, improving property values, inspiring surrounding homeowners to reinvest, and increasing the competitive draw of Garland neighborhoods.

The minimum improvement value to qualify under the Home Improvement Incentive Program is \$1,000. The applicant will receive a cash rebate of 50% of the total cost of the renovation, up to \$10,000.

### Program Eligibility Requirements

**Must meet all of the following criteria:**

- Single-family house within Garland city limits
- The total appraised value of the property according to DCAD cannot exceed \$175,000
  - The DCAD “market value” is the value used to evaluate all applications for this requirement
- The dwelling must be at least 30 years old
- The dwelling cannot be a mobile home, duplex, or townhome
- If dwelling is a rental property, the owner must be registered with Code Compliance as an active participant in the Landlord Certification Training program
- Applicant must be current on all payments for property taxes and utilities
- No work prior to application approval will be considered

### Qualifying Improvements and Upgrades

Applicants who select “upgraded materials” may receive an additional \$200 incentive.

1. Re-shingle roof with 30-year shingles

- a. Must replace a minimum of 50% of the roof area to qualify
  - b. *Upgrade incentive for replacing roof – architectural shingles*
2. Replace windows with energy efficient windows
  - a. Must replace minimum of 50% of total windows in home to qualify
  - b. If less than 100% of windows are replaced, windows selected for replacement must be visible from the street
  - c. *Upgrade incentive with replacement of all windows with energy efficient windows*
3. Replace exterior doors, including garage door
  - a. *Upgrade incentive for energy efficient doors*
4. Replacement of soffit and fascia
  - a. Must replace with fiber-cement material such as Hardiplank
  - b. Must replace a minimum of 50% to qualify
  - c. *Upgrade incentive for replacing 100% of soffit and fascia*
5. Replace entire driveway with concrete to City specifications, if driveway is located at the front of the house
6. Replace or repair fence to City specifications
  - a. Must replace or repair a minimum of 50% of the total linear feet of fencing to qualify
  - b. *Upgrade incentive for using steel posts and cedar OR for using treated wood pickets and rails*
7. Replace siding
  - a. Must use fiber-cement material such as Hardiplank
  - b. Must replace a minimum of 50% of the total siding area to qualify
  - c. *Upgrade incentive for replacing all siding*
8. Add or repair garage, conforming to all City specifications
9. Repaint house
  - a. Color must be consistent with neighborhood; follow any existing HOA guidelines
  - b. Entire house surface (main living structure) must be painted to qualify.
  - c. Accessory buildings do not qualify for repainting.
10. Install or replace front gutters with color matching or complimentary to the paint color of the house
11. Add or repair front porch, conforming to City specifications

12. Foundation repair
  - a. Foundation repair cannot be the only approved improvement to the property
  - b. To be considered for eligibility, owner must secure a foundation assessment and repair report, at the owner's expense, from a structural engineer certified in the State of Texas that is dated no longer than 90 days from the date of the application for this program.
  - c. To be considered for eligibility, the foundation repair component of the application must conform entirely to the assessment and repair document prepared by the structural engineer.
  
13. Removal of accessory buildings
  - a. Removal of accessory buildings (detached garage, storage shed, etc.) cannot be the only approved improvement to the property
  - b. Only removal will be considered for eligibility under this program. Repair or renovation is not eligible.
  - c. Removal must include both demolition and hauling of demolished materials to a landfill, following the rules and policies of the destination landfill.

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## General Requirements

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All applications must be received prior to any work being started. Any improvements started, even if they would otherwise qualify under these guidelines, before the application has been received and approved will be declared ineligible to receive any benefit from this program.

This program applies only to exterior remodeling improvements of single family detached homes in the City of Garland. Work that is approved and documented for reimbursement under the guidelines of this program will be eligible for a 50% rebate on the total approved project cost, up to \$10,000.

Applicants will be limited to one incentive agreement per calendar year, although multiple elements may be included in a single Agreement. Only one application will be accepted per household.

The minimum investment to be considered for this program is \$1,000.

All incentives will be awarded on a first-come, first-served basis and subject to fund availability. The completion date, as set by the final inspection by the City inspector, will determine the order in which completed applications will be considered.

City staff will not consider applications unless applications are complete and comply

with program policies. Applications must be submitted to the Office of Neighborhood Vitality. Staff will notify the applicant as soon as staff has verified that the application is complete.

Applicant must be willing to allow for an initial inspection of property by a City Inspector before construction begins on the project.

Permits must be obtained from the City of Garland's Building Inspection Department, if applicable, prior to beginning work, on any project eligible for a rebate under this program. Nothing in this policy shall supersede the requirements set forth in the permit. All work must be completed within the time allotted under the permit, unless an extension is sought and granted by the City. All construction must comply with all current City requirements and all permits must be obtained in order to receive rebate money.

If approved, the cash rebate will only be paid to the Applicant responsible for the improvements as stated under Applicant Information. The cash rebate shall be paid in a lump sum to the Applicant only. Rebate checks will not be split between different parties nor will checks be pro-rated over any time period.

At the time of application, the Applicant's property must be in compliance with all of the City's codes and ordinances to be eligible to receive a cash rebate. Participation in this cash rebate program does not afford Applicants additional time to comply with existing code enforcement violations.

All applicants are encouraged to select contractors whose businesses are located in Garland. Receipts and/or invoices will be required in order to receive the incentive bonus. It is the homeowner's responsibility to do their own due diligence in determining the right contractor for their project.

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## **Documentation Requirements**

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1. A printed copy of the most recent Dallas County Appraisal District's appraised value of the property to be improved.
2. Proof that the owner is current on property taxes.
3. Proof that the homeowner is current on the homeowner's insurance for the property as evidenced by a receipt or documentation showing the policy has been paid or is current on scheduled payments.
4. Line-item bid estimate(s) provided by a licensed contractor who will perform the improvements.

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## **Additional Terms and Conditions**

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Receipt of the application by the City does not commit the City to approve the

application for cash rebates, or to pay any cost incurred in the preparation of the application. The award of any cash rebate is at the sole discretion of the City of Garland and the program may be suspended or terminated at any time regardless of availability of funds or pending applications on file.

No application shall be accepted or cash rebate awarded that would result in a violation of the conflict of interest provisions in the City Charter, the City Council, City Manager, City Judge, individual board members and City employees are ineligible for the receipt of benefits from this cash rebate program.

All applications, and information contained therein, that are submitted are subject to disclosure pursuant to the Texas Public Information Act.