



GARLAND

EXTERIOR IMPROVEMENT GRANT PROGRAM

The Exterior Improvement Grant Program is a City of Garland Economic Development initiative that can help fund exterior building improvements for qualifying projects. The goal of the grant is to promote economic development and further induce private investment in business enterprises located within Garland's major corridors. This program will serve to invigorate the City's non-residential building stock by renewing building exteriors.

Our team would like to empower property owners who wish to reinvest in a manner that goes above the minimum development code requirements, while helping to strengthen the community's presence. This grant program allows property owners to not only revise the façade of their buildings, but to also reconfigure exterior areas and site design.

The minimum required total project investment is \$30,000, with the City matching a portion of the private investment, to be determined on a case-by-case basis. Upon application submittal, committee review, and approval by City Council, the grant recipient will receive financial reimbursement after the improvements have been completed per City code and agreement terms. Each project must maintain the approved exterior improvements for a minimum of three (3) years.

Note: Projects must comply with all development requirements such as permitting and plan review standards.

Architectural design, signage, parking, patios, open space, exterior materials, and art features can all play a role in the redesign and promotion of Garland's charm and authenticity.

The following items are a few examples of eligible grant expenses:

- Stone/Masonry
- Painting
- Porch/Patio
- Signage
- Awnings
- Outdoor Lighting
- Windows/Doors
- Landscaping
- **More in Application Packet**

If you have questions, and to obtain the Exterior Improvement Grant Program application, contact the **City of Garland Economic Development Department** at 972-205-3800 or ED@GarlandTX.gov.



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Exterior Improvement Grant Program

PROGRAM OVERVIEW

PURPOSE

Promote economic development to further the public interest and welfare and to induce the investment of private resources in productive business enterprises located in certain areas and major corridors of the city that will increase tax revenue and promote or develop new business enterprises.

Invigorate the City's non-residential building stock in order to provide modern amenities and increase commercial real estate market competitiveness, catalyze further private investment and diversify the city's tenant mix.

Partner with property owners who are interested in reinvesting in their sites but require financial capital to realize their projects. This program will capture projects that otherwise do not fit the Economic Development (ED) Incentive Program.

Possible outcomes include increased: sales, first time shoppers, rents and occupancy.

Promote aesthetic charm and authenticity of Garland, in order to promote, maintain and enhance the overall quality and improve outside perceptions of the city. This will potentially increase Garland's competitiveness in attracting visitors and foot traffic. Project submittals that improve the site's architectural and artistic value are strongly encouraged.

GRANT

This grant functions as an economic development matching grant program. The grant is a single reimbursement/rebate. Recipients must pay their architect, engineer, contractors, suppliers and all other costs in connection with the project before receiving any payment from the City. All grant applications and awarded amounts are considered on a case-by-case basis. The City of Garland has authority to award grant funding based on changing City priorities without prior notice to the applicant.

ELIGIBILITY

Who can apply?

- Owners of commercial properties within the city of Garland.

What kind of projects qualify?

- The minimum cost of the project must be at least \$30,000.
- The applicant's use of the building must be in compliance with the City's zoning and development standards.

What kind of improvements are eligible?

The following improvements are eligible for the grant program:

- | | | |
|-----------------------|----------------------------|---|
| • Brick/Stone/Masonry | • Door | • Roof |
| • Siding | • Wall | • Building Addition
(such as parklet, outdoor dining accommodations, etc.) |
| • Painting | • Outdoor Dining Expansion | • Landscaping |
| • Porch/Patio | • Trim/Cornice | • Fees |
| • Signage | • Sidewalk/Curb Cuts | • Partial Demolition |
| • Awnings | • Parking | • Environmental Remediation |
| • Outdoor lighting | • Fencing | |
| • Windows | • Screening/Storage | |

What improvements are not eligible?

The following are not eligible:

- Routine maintenance
- Interior improvements
- Furniture, equipment or machinery
- Financing costs
- Sums paid to any contractor, laborer or supplier owned directly or indirectly by the grant recipient or family member of the grant recipient

PROCESS



1. PRE-APPLICATION MEETING

Meet with Economic Development (ED) Department staff to determine eligibility, clarify the process and walk through instructions.

2. APPLICATION SUBMITTAL (MUST BE COMPLETED IN ORDER)

a) APPLICATION SUBMITTAL

Fill and submit Application Form (Exhibit A). ED staff will review application for completeness and verify given information.

b) DESIGN AND ARCHITECTURAL SUBMITTAL

After ED staff has reviewed the application, submit all design plans/drawings/renderings as well as itemized cost estimates/quotes/invoices.

c) SCORING AND REVIEW

The Exterior Design and Implementation Team ("EDI Team") will evaluate the entire application and generate a final score and additional considerations.

d) COMMITTEE MEETING AND DISCUSSION

Applicant will meet with EDI Team to discuss project and recommendations, to ensure expectations/project scope are clear between the parties. Design guidelines, conceptual plans/drawings and expected investment/construction costs will be agreed upon by City and applicant.

e) COMMITTEE RECOMMENDATION (APPROVAL, DENIAL OR REVISIONS NEEDED)

The EDI Team will formulate a recommendation to the Garland City Council for final approval. This entire process does not guarantee grant approval. Final approval is awarded by the Garland City Council.

3. COUNCIL APPROVAL

a) AGREEMENT

After ED staff has reviewed and determined that the application is eligible for the Exterior Improvement Grant Program, the City Council must approve an Economic Development Agreement, drafted by the City's legal team. Design plan, drawings, renderings and all other design elements will be included in this agreement.

4. CONSTRUCTION

City staff (and/or EDI Team) will regularly monitor the property during construction. It is the applicant's responsibility to obtain all necessary permits for any work on the subject property; all work must comply with City regulations.

5. FINAL INSPECTION

The EDI Team will conduct a final walk-through/inspection and take "after" photos.

6. PAYMENT

Fill and submit Payment Request Form (Exhibit C). When the entire project has been satisfactorily completed, the applicant shall present the City of Garland Economic Development office with copies of all paid invoices, including copies of canceled checks and/or credit card receipts, for a single payment reimbursement of the approved funding. Along with the financial documents, the applicant must provide digital photos of the completed work, including detailed photos of all projects funded by the program.

7. ONGOING COMPLIANCE

The attached Compliance Form (Exhibit D) must be completed and returned to the City of Garland ED Department one (1) year after receiving grant funds.

After the grant funds have been awarded to the grant recipient, the project will enter into a three-year (3) compliance period. The City will monitor improvements for three (3) years from the date of completion to ensure that the façade complies with all approved plans and permits in connection with the grant. Façade alterations that deviate from the approved project must be approved by the Garland ED Department prior to work commencing. In the event ownership of the property changes and the façade is not maintained in accordance to the approved project, or the façade is altered within the three-year (3) compliance period, the grant recipient may be responsible to repay a prorated amount of the grant funds to the City of Garland.



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Exterior Improvement Grant Program

APPLICATION; EXHIBIT A

Contact Information

Applicant Information
Applicant Name/Title
Company (if applicable)
Mailing Address
City, State, Zip
Phone
Email

Project Information

Project Details	
Property Address	
Property Name (if applicable)	
Year Built	Year Renovated (if applicable)
Projected Start Date	Projected Completion Date
Proposed Total Budget/Cost	\$
Current Facility Lease Rates	
Current Vacancy Rates	
Description of the Site's Overall Commercial Activity, Including Any Current Challenges of the Site	

Please check the elements that are a part of the project:

- ☐ Brick/Stone/Masonry
- ☐ Windows/Doors
- ☐ Siding/Trim
- ☐ Signage
- ☐ Awnings/Porch
- ☐ Landscaping
- ☐ Paint
- ☐ Outdoor Lighting
- ☐ Other (please specify below)

If other, please elaborate:

REQUIREMENTS

Include the following documents to this application:

- Project Narrative (separate document that includes a brief summary of the project details, scope of work, proposed total project cost and a description of the project goals)
- Current pictures of the property (including close-ups of specific improvement areas)

Include the following with the Design and Architectural Submittal:

- Conceptual project drawing and/or plans
- Itemized price breakdown of the project (including invoices, quotes or proposals)

Note: These items will be required, and must be agreed upon with the City, in order to receive the grant.

Applicant's Signature _____ Date _____

Submit the completed application along with attachments to the
Economic Development Department in person, by mail or by email to:

City of Garland, Economic Development
203 N. Fifth St. #100
Garland, TX 75040
ED@GarlandTX.gov
972-205-3800