

# **INDUSTRIAL REHABILITATION GRANT INCENTIVE POLICY**

## **Overview**

This policy has been adopted by the City Council pursuant to Chapter 380 of the Texas Local Government Code and its home rule authority to redevelop, rehabilitate and attract quality industrial uses to the City of Carrollton. It is a performance-based, receipt-reimbursable grant program that provides financial incentives to existing industrial buildings for enhancements and/or renovation and rehabilitation. Improvements must enhance the taxable value of the industrial property. Each application is determined on a case-by-case basis. Approval of a project application is not guaranteed and is subject to the availability of City funding.

## **Eligibility**

A property may be eligible for assistance under this policy if the following criteria are met:

1. The building must be used for warehousing, distribution, office/flex, fabrication, assembly or manufacturing uses.
2. The building must be older than twenty (20) years of age.
3. The reinvestment project must positively impact the surrounding development or neighborhood.
4. The building must have frontage on (A) an arterial thoroughfare, as designated by the City's adopted Transportation Plan; (B) IH-35E; or (C) President George Bush Turnpike.

## **Program Criteria**

This is a matching grant program that is based upon a formal agreement that requires performance conditions to be met in order to obtain grant funding.

1. In order to receive the entire incentive amount that has been awarded, each performance condition of the agreement must be met.
2. The total approved incentive amount may be divided into two or more payments to ensure performance conditions are met at each stage of the approved project.
3. Grant incentives will consist primarily of cash reimbursement payments and distributed as reimbursements upon presentation of receipts or invoices. The City will verify that the work complies with the conditions of the incentive agreement entered into between the City and property owner.

## **Incentive**

1. A qualified property may be eligible for a grant incentive for one or more of the following site improvements:

- a. Landscaping or site improvements.
  - b. Ornamental perimeter fencing.
  - c. Parking lot or driveway improvements.
  - d. Signage improvements.
  - e. Building or façade improvements.
2. Project improvement costs shall include costs related to improvements which are permanent and fixed to the eligible building or property.
  3. Grant incentive amounts are determined on a case-by-case basis. The City Council may elect to make a grant incentive in an amount up to 100% of the rehabilitation or renovation project cost.
  4. Grants will be made on a one-time basis per eligible property. Grants cannot be used for recurring maintenance of a property or for maintenance of a property that has previously received a grant incentive.
  5. This program is not intended to be used to correct code compliance issues on a property or to pay for site or building improvements that are part of a site entitlement process, such as conditions related to a zoning change on the property.

### **Application and Approval Process**

1. An application for this program must be prepared in the format established by the City and submitted by the property owner to the City's Development Services Department. If the property has multiple owners then all owners must sign the grant application. Property ownership will be verified.
2. An application shall include a detailed project description, including renderings or drawings of the proposed finished product, a project budget and a project timetable.
3. City staff will review each application for completeness and will provide the applicant with comments and suggested changes, if applicable, before submission of the application for formal consideration by the City.
4. All applications will be reviewed by the City Council Re-Development Sub-Committee. Applicants may be requested to make a presentation to the Sub-Committee, and modifications to the application or project proposal may be required by the Sub-Committee.
5. The Re-Development Sub-Committee will submit a recommendation regarding the application to the City Council.
6. City Council will consider the application and the Sub-Committee's recommendation in a public meeting, and will vote to approve, deny or modify the application.
7. If City Council approves the application then a formal agreement will be prepared for approval by the City Council. The agreement does not become final until it is signed by the applicant property owner(s).

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