

## **LANDSCAPE IMPROVEMENT GRANT PROGRAM**

### **I. STATEMENT OF PURPOSE**

The purpose of the Landscape Improvement Grant Program is to provide incentives in the form of matching grants to encourage the improvement of landscapes along major thoroughfares within the City of Daytona Beach Community Redevelopment Areas. The intent of the program is to improve the landscape appearance of major thoroughfares within the redevelopment areas. The program assists commercial property owners with costs related to improving landscape areas in the front yard and scenic setbacks.

### **II. ELIGIBILITY**

Any commercial property along major thoroughfares or major corridors in Daytona Beach Community Redevelopment Areas is eligible to apply for assistance. The following are major thoroughfares or corridors in Redevelopment Areas:

1. Atlantic Avenue (South Atlantic & Main Street Redevelopment Areas)
2. Beach Street (Downtown & Ballough Road Redevelopment Areas)
3. Fairview Avenue (Downtown & Ballough Road Redevelopment Areas)
4. George Engram Boulevard (Midtown Redevelopment Areas)
5. International Speedway Boulevard (Midtown, Downtown, Main Street & Ballough South Atlantic Redevelopment Areas)
6. Main Street (Main Street Redevelopment Areas)
7. Dr. Martin Luther King Boulevard (Midtown Redevelopment Areas)
8. Dr. Mary McLeod Bethune Boulevard (Midtown Redevelopment Areas)
9. Mason Avenue (Ballough Road Redevelopment Areas)
10. Nova Road (Midtown Redevelopment Areas)
11. Oakridge Boulevard (Main Street Redevelopment Areas)
12. Orange Avenue (Midtown & Downtown Redevelopment Areas)
13. Peninsula Drive (Main Street Redevelopment Areas)
14. Ridgewood Avenue (Downtown Redevelopment Areas)

### **III. ELIGIBLE PROJECTS**

In general, the intent of the guidelines is to restrict funding to visible improvements within the front yard or scenic setback. The following landscape improvements, but not limit to, are eligible:

1. Professional landscape designs
2. Professional installation
3. Installation of irrigation meter (reuse water if available)
4. Installation of irrigation system
5. Plant material
6. Mulch
7. Hardscape plazas (where appropriate in pedestrian areas)
8. Decorative walls, fencing and planters

#### **IV. PROJECT FUNDING**

The projects will be funded with available funds from the applicable Redevelopment Trust Fund based on the following limits:

##### **A. Funding**

1. Eligible applicants may receive awards of up to 50% of the total project cost with no single grant exceeding \$15,000.
2. Applicants proposing a landscape plan with 100% Florida-friendly plants (Floridayards.org Plant List) may receive awards of up to 75% of the total project cost with no single grant exceeding \$15,000.

##### **B. Limit on Allocation of Funds**

No applicant may receive more than \$15,000 over the entire life of the project. Properties are eligible for the grant one time.

##### **C. Matching Funds**

Match must be in cash.

##### **D. Maintenance**

The applicant shall agree to maintain the landscaping for at least ten years.

#### **V. PROGRAM ADMINISTRATION**

The Redevelopment Staff is responsible for the management of the program. The program is subject to overall policy direction and general oversight by the Daytona Beach Community Redevelopment Agency.

Grants will be administered following the City's purchasing policies. The Redevelopment staff will receive and process recommendations for approval. Redevelopment staff will work with the grant applicant to ensure the grant applications comply with the codes and ordinances of the City of Daytona Beach.

##### **A. Application Process**

1. Applicant (owner/lessee) contacts Redevelopment staff for a Grant Application. If the applicant is the lessee, written consent of the owner should be attached to the application.
2. Redevelopment staff discusses the process, including permitting needs, with the business owner.
3. Business Owner provides a detailed outline of the proposed business. This will include:
  - a. Photographs, clearly showing existing conditions.
  - b. Detailed landscape plans, to approximate scale, showing proposed improvements.
  - c. Written specifications outlining scope of work.
  - d. Project budget, showing estimates of all work items.

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4. Redevelopment staff reviews the project to ensure compliance with program guidelines.
5. Redevelopment staff informs applicant of funding decisions.
6. Applicant/Contractor presents plans to Permits & Licensing Division for review of building regulations.
7. Permits & Licensing Division issues applicable permit.
8. Project work commences within 30 days of obtaining a permit.
9. Upon completion, City of Daytona Beach approves work and issues a Certificate of Completion to applicant.
10. Applicant provides Redevelopment staff with documentation of project, permits, certificate of completion, canceled checks or paid receipts.
11. Redevelopment staff inspects project to determine compliance with guidelines and issues a request for payment to owner/lessee.

**B. Grant awards criteria:**

Grant awards will be based on the following criteria:

1. Consistency of the project with established redevelopment design guidelines.
2. Project includes eligible expenses.
3. The property owner does not owe the City money.
4. The property has a taxable value (property owner pays ad valorem taxes).

**C. Permits and Contractors**

1. Construction work must be done by a licensed contractor.
2. **PERMITS WHICH MUST BE PULLED:**
  - Electrical
  - Plumbing

**D. Disbursement**

Grants will be made in three equal annual payments. The first payment of 1/3 of the grant will be made once the improvements are installed. The second payment of 1/3 of the grant will be made one year from the first payment and upon inspection and verification that the landscape improvements are maintained. The third and final payment of 1/3 of the grant will be made one year from second payment and upon inspection and verification that landscape improvements are maintained.

**VI. PROJECT DESIGN GUIDELINES**

1. Improvements shall meet the regulations for landscaping and scenic setback in the Land Development Code (LDC).
2. All work and materials should be of high quality.