



Commercial Property Demolition Grant Program Policy

Overview

The City of Carrollton is committed to sustaining the highest quality of development and quality of life for its citizens. Enhancement and expansion of the city's economy are critical elements of that sustainability. Economic development is highly competitive; thus, incentives are often necessary to attract and retain business and investment in the community.

The Demolition Grant Program is intended to encourage redevelopment of blighted or underused commercial properties in order to improve the economic vitality of commercial areas. Blighted properties limit significantly the potential for higher development standards on adjacent properties and negatively impact the overall economic growth of the area.

Through this program grants will be provided for the demolition of qualified, underused commercial properties in order to reduce blight and help move these properties to the redevelopment market.

Eligibility Criteria

A commercial property owner may be eligible for assistance under this program, if the property meets all of the following conditions:

- The building must meet the Department of Housing and Urban Development definition of a 'blighted structure' or have been vacant for more than six months or registered a decline in occupancy rate for the past three years.
 - ***Definition of Blighted Structure.** A structure is blighted when it exhibits objectively determinable signs of deterioration sufficient to constitute a threat to human health, safety and public welfare.*
- The property must not be under enforcement action of the Property Standards Board.

- The property must not be in foreclosure proceedings.

Application Process

- An application for incentive must be submitted in approved format to the Environmental Services Department by the land owner. If the property has multiple owners, all owners must sign the application. Staff will verify ownership information.
- The owner(s) shall at the time the application is submitted include three estimates detailing the demolition costs as well as a project timeline.
- The application shall describe the owner's plans for the property after the demolition takes place.
- Project review of each application is required by city staff including appropriate comments and recommendations for changes prior to submission to the City Council Re-Development Sub-Committee.
- All applications will be reviewed by the Re-Development Sub-Committee. Any modifications to the application will be made prior to forwarding the application to the full City Council with a recommendation for approval or denial.
- City Council will review the recommendation of the Re-Development Sub-Committee and vote to either approve or deny the grant application.
- The grant incentive will consist of cash payment payable upon successful completion of the project as outlined in an incentive agreement to be entered into between the City and the owner of the property.

** Applications are determined on a case-by-case approach. Exceptions to this policy may be approved by the Re-Development Sub-Committee.*

Procedural Guidelines

- Completion of the project must occur within six months of the grant approval.
- Awards are not retroactive. The demolition grant must be approved before any demolition activity begins.
- Grants will not be awarded to property owners who already have redevelopment plans in progress for the property.
- All applicable City regulations must be met and approvals and permits obtained before the demolition commences. Demolition includes leaving the site levelled and stabilized with vegetation (hydromulch, sod or equivalent).

- Demolition projects involving more than one parcel may be considered as separate projects for purposes of grant applications and awards, notwithstanding common ownership.
- Funds will be disbursed after the demolition process is complete and the required supporting documentation (receipts, invoices, etc.) is submitted to and approved by City staff.

Administration

The Commercial Property Demolition Grant Program shall be administered by the City's Environmental Services Department in partnership with the Finance Department.