



Enhancing Irrigon Properties Policy (Amended 10/18/22)

Statement of Purpose:

The Irrigon City Council desires to support property owners with the process of eliminating nuisance issues or properties desiring to improve and beautify their respective properties. This program is 2-fold and is a Grant Incentive Program from funds provided by the Columbia River Enterprise Zone (CREZ) II Board, as long as funds remain available.

Overview:

The Grant Incentive Program (Enhancing Irrigon Properties) is an opportunity to partner with individuals, businesses and property owners to enhance and beautify our community.

This program will be volunteer in nature and fiscally supported by resources made available from various grants, CREZ II Enhancement funds, or committed City resources by the City Council for properties within the City limits.

Background:

For many years properties in North Morrow County (97844 zip code area) have struggled with nuisance and property maintenance/beautification issues.

The CREZ II Board focused on five (5) key element areas (education, housing, safety, enhancement, and later adding infrastructure) to provide fiscal strength and opportunity to communities across Morrow County.

Irrigon has been a recipient of both housing and enhancement awards. Each of these programs has been very successful and the City desires to see this process continue and grow. The first Enhancement award afforded the community to provide such enhancements as hanging baskets, walking path, new U. S. flags for Hwy 730, and Cemetery enhancements.

In early 2016 Irrigon was awarded the initial enhancement resources. City Council voted to implement the program for cleaning up and improving (beautifying) properties. It is evident that this is an area which is continuing to grow in need and desire for improved beautification and the growth of available resources.

Areas of Emphasis:

There are two (2) elements/parts to this policy. One element is for nuisance abatement and the other is for outside property improvements. The policy is administered by the City Manager of Irrigon or designee.

Applicants will fully comply with specifics of the enhancement element. Failure to fully comply and complete the agreed to process may result in a citation and/or property lien to allow the City to recover failed award(s).

City staff will establish procedures and processes, to include application and award approval, to ensure success of this program which ultimately will enhance and spruce up the Irrigon Community, creating a strong curb appeal and beautification of the Irrigon area.

Both elements are available across the entire 97844 zip code area from funds provided, other than City Resources. Individuals and businesses must fill out the established application, with a \$50.00 application fee, and meet requirements as required under the specific enhancement element. Each Platted property may qualify and participate more than once within a five-year period for either element following an award. Only one award, of either nuisance compliance or outside property improvement, may be granted but not both during a three-year period, per property owner/tenant.

Nuisance Abatement must be a known and verified nuisance issue and will be reviewed and approved by the City Manager or the Morrow County Planning Director or their respective designee for their respective nuisance applications.

Property Improvement applications will be reviewed by a committee made up of Irrigon City Manager, Morrow County Planning Director, an Irrigon member of the City Council, a member of Irrigon within the City limits, and a member of the community outside the city limits in the 97844 zip code area, all appointed by the Irrigon City Council.

Enhancement Elements:

- **Nuisance Abatement:** The maximum award for this element is \$1,500 and does not require a dollar match. Awarded applicants will be provided a voucher or purchase order number to be used through Sanitary Disposal. An application fee may be charged against the award for indigent circumstances.

Process may take place by use of a dumpster or personally transporting to the Hermiston Transfer Station.

Recipients are required to complete clean-up within 30 days from placement of the drop box. Time begins when applicant receives signed (authorized) award.

Any charges beyond the maximum award amount are the sole responsibility of the applicant and/or property owner. Any renter must have the property owner sign and make the grant application process.

Failure of awardee to maintain property in accordance with established ordinances may subject them and/or their property to charges, lien or both. Applicant/owner must sign a lien agreement as part of the award. Lien agreement will be returned following successful project completion.

Multiple properties/individuals may work together to achieve the greatest result in enhancing and cleaning up their properties and community.

- **Property Improvement:** The maximum award for this element is up to \$2,000. Awarded applicants must have a minimum match of 25% if contracting out services. A 10% match is required for doing the work by oneself. Half of the award will be provided up front with the balance following completion.

Applicant(s) must provide a detailed project expense plan (budget with estimates provided as justification) with a projected completion date and pre-project photos and description. Project is to be completed within 2-years from the award.

Applicant/owners (s) must sign a formal agreement with the jurisdiction authorizing a lien if the project fails to be completed within the agreed to timeframe. Lien agreement will be returned following successful project completion.

For compliance/completion pre and post photos, with date stamp, are to be provided along with receipts.

Property Improvement projects are limited to outside premises; landscaping, sidewalks, doors, windows, front porches-see permit requirements, underground sprinkler systems-see permit requirements, painting, improved driveways, fencing-see permit requirements, dead tree removal, and plantings. No general maintenance, such as tree pruning and removal plant. Project work must be visible from the roadway facing the property. No interior or non-visible backyard, roofs, shop, or new development work to be allowed. If annotated as part of the project the application will be denied.

Any charges beyond the maximum award amount are the sole responsibility of the applicant and/or property owner. Any renter must have the property owner sign and make the grant application process.

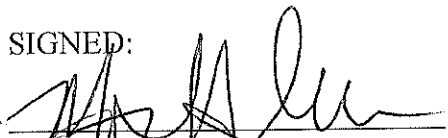
Project items started before award are not covered under an award and will be deducted from any project award amount.

Conclusion:

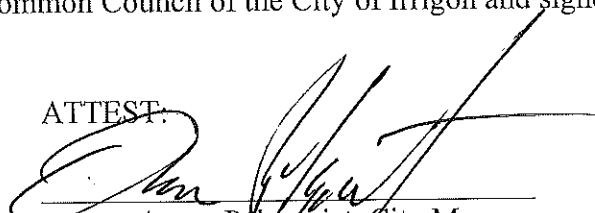
The intent of this award program is to assist individuals and properties on enhancing the greater Irrigon Community. Providing such action will improve the livability and create pathways to economic improvement.

This policy amended and passed by the Common Council of the City of Irrigon and signed by the Mayor on this 18th day of October 2022.

SIGNED:


Margaret Anderson, Mayor

ATTEST:


Aaron Palmquist, City Manager

Application Fee Paid: \$ _____
Received by City Staff (date): _____
Approved by Committee (date): _____

Irrigon Enhancing Properties Application

Individual/Business: _____ Property Owner: _____
Property Address: _____ Assessors Map: _____ Tax Lot: _____
Mailing Address: _____ City: _____ State: _____ Zip: _____
Phone: _____ Fax: _____ E-mail: _____

How Long have you lived at this Address/Property? _____

Has there been a previously award regarding this property? ____ Yes (date: _____) ____ No

Expected Project Completion Date? _____

_____ **Nuisance Abatement** - (\$1,500 maximum; no match; PO to vendor). Before pictures required.

_____ **Property Improvement** – (\$2,000 maximum; **match required**; half award up front -balance following completion). Before pictures required.

No property may qualify and participate more than once within a three-year period for either element following either award. Only one award may be granted, but not both during the three-year period per property owner/tenant.

PROVIDE AS MUCH DETAIL AS POSSIBLE FOR THE COMMITTEE. Use additional paper if needed.

Project Description (must be detailed in description):

Describe how this project fits into a bigger plan for enhancing this property (be clear with detail):

Projected Benefit to the Community (stating raising values is not for community benefit):

Award Request: \$ _____
List Matching Funds: \$ _____ **Percentage:** _____% (25% if work contracted; 10% if self-performed)
Total Project Cost: \$ _____

Attach Project costs (total project Budget with estimates) and/or contractor Bid (brief but detailed)
Do not proceed until approval of award. Project expenses started before approval will not be counted.

Your Initials below indicate your understanding of these program components

- _____ Funds are provided from the CREZII Board as a benefit to the region and "are not" guaranteed and are not guaranteed to continue in the future.
- _____ No interior or non-visible backyard work shall be allowed. If annotated as part of the project the application will be denied
- _____ Property Improvement projects are limited to outside premises, such as landscaping, front porches (see permit requirements), underground sprinkler systems (see permit requirements), removal of dead trees, plantings, painting resulting from deterioration, improved driveways, fencing (see permit requirements), etc. Project work must be visible from the roadway facing the property. Enhancement is where the project **adds** beautification and an improved look to the property and neighborhood, no general maintenance that can and should be maintained as a property owner.
- _____ **No projects such as garages, sheds, shops, roofs, storage sheds or items benefiting the property more than community.**
- _____ Consumables and rentals for work on the project may be considered part of the project enhancement.
- _____ Investment of equipment may be considered up to 15% as part of the total project.
- _____ Projects need and will be able to remain with the property. No item, other than minor investment equipment, will be removed if property changes ownership and/or renters.
- _____ Any charges beyond the maximum award amount are the sole responsibility of the applicant and/or property owner.
- _____ Renter(s) must have the property owner sign and make the grant application process.
- _____ Pre and post photos, with date stamp, **are to be provided along with receipts.**
- _____ No property may qualify and participate more than once within a three-year period for either element following either award. Only one award may be granted, but not both during the three-year period.

By signing (property owner) I (we) understand and agree that failure of awardee (self or renter) to maintain property in accordance with established ordinances may subject them and/or their property to charges, lien or both. Additionally, signature attest and agrees that the City of Irrigon has all legal authority and permission, as a government agency, to place a lien against the aforementioned property should the awarded funds not be used in accordance with said purpose or completed within the specified or required timeframe. A Lien release letter will be provided following successful project completion.

I have read, understand and agree with the policy and all listed in this application.

Property Owner: _____

Signature: _____

Date: _____