



## Arlington Home Improvement Incentive Program (AHIIP) Application (2015)

### Applicant Information

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Email: \_\_\_\_\_

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### Project Information

Project Address: \_\_\_\_\_  
Property Owner(s): \_\_\_\_\_  
Property Owner(s) Telephone: \_\_\_\_\_  
Property Owner(s) Email: \_\_\_\_\_

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Describe the proposed home improvement, modifications or remodeling in detail:\*

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Detail the estimated project costs and attach any written estimates or other applicable documentation. Certified construction costs must total at least \$20,000.\*

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*\*Attach additional pages or photograph(s) as necessary to complete the required information.*

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**Eligibility Requirements:**

All residential property zoned single-family located in the City of Arlington is eligible for participation in the program. Projects for home improvements, modifications or remodeling of single-family residences are eligible for the incentive provided the certified construction costs of the project are a minimum of \$20,000. The project must be completed within twenty-four (24) months after approval by the Community Development & Planning Department of the City of Arlington as an eligible project for participation in the program. The property owner will be required to consent to periodic inspections that may be performed by the City of Arlington before, during and at the conclusion of project construction. Property owners or persons who are delinquent in payment of property taxes or other fees owed to the City of Arlington are ineligible to participate in the program.

**Application and Review Process:**

In addition to this application, the property owner will be required to provide such information as the City of Arlington may reasonably require to verify the costs incurred for the project. The Director of Community Development & Planning (or designee) shall review the homeowner's application, construction plans and specifications and cost estimates to determine whether the proposed project qualifies for the incentive program. The Director (or designee) shall review a completed application within fifteen (15) business days after submission. If an application is incomplete or if additional information is required, the Director (or designee) shall notify the property owner accordingly. The property owner shall provide a complete application and all requested information within the stated time period or the application shall be deemed withdrawn. The Director (or designee) shall notify the property owner in writing if the application is denied or approved. If approved, the Director (or designee) shall prepare the required Incentive Agreement for execution by the parties. The property owner shall be required to sign and return the Incentive Agreement within fifteen (15) business days after receipt from the City of Arlington.

**Incentive Payment:**

A one-time rebate equal to ten (10) times the amount of the increase in City property taxes will be paid to the homeowner based on the property's pre-construction and post-construction appraised value. The Tarrant County Appraisal District will determine the home's certified value. The rebate will be paid to the homeowner pursuant to the economic development agreement after April 1 of the first full calendar year after completion of the approved project. The rebate payment will not exceed \$5,000. Payments will be made to completed projects on a first-come, first-served basis. No rebate payment will be made if taxes are delinquent.

**Example:**

- A home improvement project approved in March 2014 is completed in August 2014
- The City property tax prior to the improvements (January 2014) was \$638
- The City property tax following the improvements (January 2015) is \$838
- The difference between pre- and post-improvements is \$200
- Ten times the increase in taxable value improvements is \$2,000 (\$200 x 10)
- In this example, the total incentive is \$2,000, which would be paid after April 1, 2015

**By my signature, I certify that all information submitted on this application is complete, true and correct. I also certify that I have reviewed the eligibility requirements and that the project described above meets those requirements. I further certify that I have reviewed the application and the program review process and agree to comply with its requirements.**

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

Application Approved

Application Denied

\_\_\_\_\_  
Roger Venables, Assistant Director, Community Development & Planning

\_\_\_\_\_  
Date

