



City of Leon Valley Facade and Building Improvement Grant Program

Program Overview:

The City of Leon Valley is committed to enhancing the aesthetic appeal and economic vitality of our community. To promote the revitalization of commercial properties and maintain the character of our city, we are pleased to introduce the Facade and Building Improvement Grant Program. This program offers financial assistance to commercial properties within the city limits to make improvements to the exterior of their buildings.

Program Objectives:

1. **Enhance Aesthetics:** Improve the appearance of commercial properties within Leon Valley to create an inviting and attractive environment for residents and visitors.
2. **Promote Economic Development:** Encourage investment in local businesses and boost economic growth by making commercial properties more appealing and functional.

Eligibility:

To be eligible for the Facade and Building Improvement Grant Program, applicants must meet the following criteria:

1. The property must not be party to a legal suit or action naming the City of Leon Valley, Bexar County, State of Texas, or any domestic jurisdiction.
2. The property must be free of any lien.
3. The property must not be part of any criminal or regulatory investigation by any agency.
4. The property must not be part of any civil inquiry.
5. The property must not have received a demolition grant in the last ten (10) years or has received any economic development funding in the last three (3) years from the City of Leon Valley for the same property.
6. The property must not be in foreclosure proceedings.
7. The property must not be listed under any protected designation that does not allow for demolition.
8. Grants will not be awarded to property owners whose improvements were approved and covered by insurance.
9. The Applicant shall have not received, nor will receive insurance monies for the revitalization project.
10. Property Location: The property must be located within the city limits of Leon Valley.
11. Ownership: Property owners, tenants with written consent from the property owner, and businesses must be in good standing with the City of Leon Valley.



12. Building Age: The building must be at least 20 years old.
13. Property Size: This program is intended for complete properties. However, exceptions can be made for large tenants of retail shopping centers, if the suite encompasses over 40% of the entire useable space.
14. Franchise businesses will not be applicable for the program.
15. Project Approval: Proposed improvements must receive approval from the Leon Valley Planning and Zoning Department.

APPLICATION PROCESS

An application must be submitted in the approved format to the Economic Development Department by the property owner. If the property has multiple owners, all owners must sign the application. Staff will verify ownership information.

1. The Economic Development Director will review the application and provide approval or denial of application.
 - a. A denied application will be given a written response. The applicant can resubmit a modified version of the denied application within 30 days of written notice. All denied letters will be submitted to council.
 - b. If the council wishes to bring the application before the body, two (2) members must sponsor the application to be placed on the agenda.
2. The approved application, the proposed performance measures, and the recommendation of the Director will be placed on the City Council agenda for review. They will provide their recommendation for approval or denial. The City Council will have the final vote to either approve or deny the grant application.
3. The grant incentive will consist of a check(s) payment, based on an agreed reimbursement payment schedule entered between the City and the property owner.

Eligible Improvement Projects:

The grant program will provide financial assistance for a variety of exterior improvement projects, including but not limited to:

1. **Facade Restoration:** Repair or replacement of damaged or deteriorated building facades.
2. **Exterior Painting:** Fresh coats of paint to improve the overall appearance of the building.
3. **Signage:** Design, fabrication, and installation of retail center business signage.
4. **Awnings and Canopies:** Installation or repair of awnings and canopies to enhance the building's aesthetics and provide shade.
5. **Window and Door Repair/Replacement:** Upgrade or repair windows and doors for energy efficiency and improved aesthetics.



Funding and Grant Amounts:

The City of Leon Valley will provide funding on a case-by-case basis per project. The City is open to a variety of options to funding this program, including direct financial assistance and/or tax abatements. The funding recommendation will be made by the Economic Development Director and must be approved by the council. Funding is subject to the availability of economic development funds.

Application Process:

1. **Pre-Application Consultation:** Prospective applicants are encouraged to consult with the Economic Development Director to discuss their project and eligibility.
2. **Application Submission:** Complete the Facade and Building Improvement Grant Program application form, including project details and a cost estimate.
3. **Review and Approval:** Applications will be reviewed by the Economic Development Department for eligibility and compliance with program guidelines.
4. **Performance Agreement:** All applicants must enter into a separate performance agreement with the City. The terms will be determined by the applicant and the Director of Economic Development. This performance agreement must be approved by the City Council. Staff will look at different factors, including but not limited to:
 - a. sales tax generation by recipient, be direct or indirect;
 - b. number of potential new jobs generated;
 - c. type of new job generated;
 - d. increase in ad valorem value;
 - e. decrease the vacancy rate within the city limits;
 - f. capital improvements to the property;
 - g. appropriate business for the location;
 - h. zoning requirements;
 - i. increases the quality of life in the community.



5. **Grant Award:** Approved applicants will receive a grant award letter specifying the approved amount and conditions.
6. **Project Completion:** Complete the approved improvement project within the specified timeframe.
7. **Reimbursement:** After successful completion and inspection of the project, the City of Leon Valley will reimburse the grant recipient for eligible project expenses.

Compliance and Reporting:

Grant recipients must adhere to all program requirements, including compliance with city codes and standards. Recipients will be required to submit post-project documentation and receipts for reimbursement.

Contact Information:

For questions or assistance with the Facade and Building Improvement Grant Program, please contact:

Roque Salinas, MPA
Director of Economic Development
City of Leon Valley, Texas
Office: (210) 684-1391 ext. 232
Cell: (210) 461-9321
Email: r.salinas@leonvalleytexas.gov