Corridor Beautification Partnership
Application Packet

About the Partnership
The Corridor Beautification Partnership is a matching grant that assists owners and tenants of retail, commercial, and multiple-family properties along the Texas Avenue corridor, South College Avenue corridor, and a portion of the Villa Maria Road corridor with the cost of making landscaping, façade, circulation, signage, and safety improvements to their businesses. The partnership is intended to increase the economic vitality and aesthetic appearance of these gateways into and around Bryan.

Grants are awarded on a matching reimbursement basis; the cost of the enhancement project must be paid in full by the property owner, but is then reimbursable up to 50% by the City of Bryan. Matching grant monies will be disbursed at the completion of improvements and with the acceptance of work by the City of Bryan.

More information can be found on the program website: www.bryantx.gov/cbp

Partnership Boundary:
Property owners or tenants of retail, commercial, and high density multi-family properties are encouraged to apply for grant funds. The boundary includes all properties adjacent to the Texas Avenue Corridor (from the Bryan/College Station city limit line up to State Highway 6), the South College Avenue corridor (from East 33rd Street to the Bryan/College Station city limit line) and the Villa Maria Road corridor (between Wellborn Road and Texas Avenue). Please note that single-family residential properties are not ineligible. See pages 2 and 3 for eligible improvements.

Objectives:
1. Improve the community image and perception of Bryan Corridors through qualifying improvements focusing both on aesthetics and business vitality;
2. Encourage private investment in commercial businesses;
3. Eliminate blight along significant Bryan Corridors;
4. Stimulate redevelopment to increase sales tax revenues and property values; and
5. Stimulate economic and business development by providing safe environments for workers, businesses, and the public.
Encouraged Improvements:

**Landscaping/Irrigation:** The improvement of landscaping and irrigation should include drought tolerant, low-water, and native trees, plants, and shrubs for sustainability and conservation of resources. Please see Chapter 62 of the City of Bryan’s Code of Ordinances for a list of approved plants and trees.

<table>
<thead>
<tr>
<th>Encouraged Improvements</th>
<th>Discouraged Improvements</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Required parking lot screening</td>
<td>• Non drought resistant landscaping</td>
</tr>
<tr>
<td>• Local drought-resistant vegetation (xeriscaping)</td>
<td>• Landscaping that blocks vehicular line-of-sight</td>
</tr>
<tr>
<td>• Planters and planter boxes</td>
<td>• Low efficiency irrigation systems (sprinklers)</td>
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<tr>
<td>• High efficiency irrigation systems (buried or drip systems)</td>
<td></td>
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<tr>
<td>• Landscaping at base of signage</td>
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</tbody>
</table>

**Building Materials/Façade:** The improvement of building materials and façades should allow for materials, colors, and finishes to be compatible with existing improved properties along the corridor. Non-metal materials are encouraged and an unfinished appearance is discouraged. The requirements for building materials apply to all building elevations visible from the corridors.

<table>
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<tr>
<th>Encouraged Improvements</th>
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<tbody>
<tr>
<td>• Finished masonry or equivalent</td>
<td>• Vinyl, wood fiber hardboard, oriented strand board, plastic, or fiberglass siding</td>
</tr>
<tr>
<td>• Decorative concrete, native stone, brick/brick veneer</td>
<td>• EIFS (synthetic stucco)</td>
</tr>
<tr>
<td>• Cement Fiberboard (hardiplank)</td>
<td>• Metal sidings of any kind (excluding roofs, awnings, and canopies)</td>
</tr>
<tr>
<td>• Stucco</td>
<td>• Unfinished cinderblock</td>
</tr>
<tr>
<td>• Glass (particularly at the pedestrian level)</td>
<td>• Un-textured concrete finishes</td>
</tr>
<tr>
<td>• Window security film</td>
<td>• Glass mirrored at more than 20%</td>
</tr>
</tbody>
</table>

**Parking/Circulation/Access:** The improvement of parking, circulation, and access should include quality paving materials and allow for compliance with ADA standards. This includes high impact improvements on highly visible portions of the property as well as closing unnecessary parking areas and curb cuts. *Only high impact parking improvements will be considered unless in conjunction with other improvements.*

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<th>Encouraged Improvements</th>
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<tr>
<td>• Reducing/close large/extra driveways</td>
<td>• Parking resurfacing alone</td>
</tr>
<tr>
<td>• Improved internal circulation</td>
<td>• Spot filling pot holes</td>
</tr>
<tr>
<td>• Landscaping in end islands</td>
<td>• Unseen improvements to back of property</td>
</tr>
<tr>
<td>• Removing concrete to replace with landscaping</td>
<td>• Parking lot striping alone</td>
</tr>
<tr>
<td>• ADA Improvements</td>
<td>• Unimproved surfaces</td>
</tr>
<tr>
<td>• Required Spaces</td>
<td>• Crushed granite</td>
</tr>
<tr>
<td>• Crosswalks</td>
<td>• Limestone or gravel</td>
</tr>
<tr>
<td>• Ramps</td>
<td></td>
</tr>
</tbody>
</table>
**Signage:** The improvements to signage along these corridors should include the removal of unused/temporary signs as well as enhancement to existing signs. All signage shall follow the standards as set in Chapter 98 of the City of Bryan Code of Ordinances.

**Encouraged Improvements**
- Compliance with Sign Ordinance
- Removal of abandoned signs
- Replacement of outdated signs
- Recessed lighting
- Externally illuminated signage and lettering
- Internally illuminated signs with opaque field and translucent letters
- Landscaping around freestanding signs

**Discouraged Improvements**
- Off premises signs
- Temporary signs
- Snipe signs
- Rooftop signs
- Flashing, blinking, revolving, digital, video or traveling lighted signage
- Internally illuminated signs
- External reflectors
- Window signs

**Safety & Compliance:** The improvements that bring a building up to the existing land use requirement standards should follow the standards set in the City of Bryan Code of Ordinances. These standards were created to increase safety and allow for consistency along all corridors.

**Encouraged Improvements**
- Closure of unnecessary driveways
- Installation of end islands and curb stops
- Movement of parking to rear of structure
- Vehicles undergoing repair moved indoors
- Compliance with landscaping screening requirements
- Removal of merchandise display in ROW

**Discouraged Improvements**
- Outside storage
- Outside display of merchandise
- Parking/placement of vehicles in the setbacks or right-of-way (ROW)
- View of damaged vehicles from ROW
- Temporary/portable structures

**How are applications evaluated?**
Once a complete application is submitted, the following allocation criteria and the City of Bryan Code of Ordinances will serve as the basis for reviewing the impact of the proposed site enhancements:

A. Grant Amount requested vs. Impact of project (efficiency use of dollars)
B. Increase to ad valorem tax and sales tax
C. Visibility to intersections
D. Visibility from significant corridors
E. Occupancy of vacant buildings
F. Creation of jobs
G. Improvement to dilapidated buildings
H. Consolidation of properties/parcel size
I. Increased safety
J. Increased compliance to City of Bryan Code of Ordinances
How Do I Apply?

Step 1: Pre-Application Meeting

While not required, a pre-application meeting is strongly recommended. This will allow staff to review the applicant’s site with the applicant to discuss potential recommended improvements.

a. Contact Lindsay Hackett (lhackett@bryantx.gov or 979-209-5030) to schedule a pre-application meeting.

b. At the meeting discuss required reviews and permits for the improvements.

c. At the meeting discuss any site features that do not meet current code standards.

Step 2: Submit Application

Submit a complete application to the Planning and Development Services Department as early as possible. Applications may be submitted in person, at the Bryan Municipal Office located at 300 S Texas Avenue or by mail to The City of Bryan, Attn: Development Services, P.O. Box 1000, Bryan, TX 77802.

A complete application contains one paper copy and one digital copy (as one (1) PDF) of the following:

d. A completed application form (the following 4 pages).

e. Comprehensive digital photos of current site conditions.

f. A narrative of the project describing the work to be completed (max. 750 words).

g. Drawings/plans detailing the proposed improvements (PDF format).

h. Two (2) itemized cost estimates from two independent sources.
   a. Cost estimates from the property owner or any entity to which the property owner is associated will not be accepted.

i. Current tax certificate showing no delinquent taxes for the property.
   a. This can be obtained at the Tax Assessor’s office for a small fee.

j. Owner’s deed to the property showing proof of ownership.
   a. This can be obtained at the County Courthouse for a small fee.


*Applications missing any information or documentation will be rejected until complete.*
Corridor Beautification Partnership Application

Owner’s Name ___________________________ Telephone No. ___________________________ E-Mail ___________________________

Owner’s Mailing Address ________________________________________________________________

Agent’s Name ___________________________ Telephone No. ___________________________ E-Mail ___________________________

Agent’s Mailing Address ________________________________________________________________

Building Name and Address _____________________________________________________________

Subdivision ___________________________ Block (s) ___________________________ Lot(s) ___________________________

Zoning of Property: ___________________________

Current Use of Property: ____________________ Proposed Use of Property: ____________________

Please list requested improvements below along with the 50% grant request amount. Please note both cost estimates for each improvement must be attached to this application.

Improvement #1: ___________________________ Grant Request: $ ______________

Cost Estimate No. 1 prepared by: __________ Total for Cost Estimate No. 1: $ ______________

Cost Estimate No. 2 prepared by: __________ Total for Cost Estimate No. 2: $ ______________

Improvement #2: ___________________________ Grant Request: $ ______________

Cost Estimate No. 1 prepared by: __________ Total for Cost Estimate No. 1: $ ______________

Cost Estimate No. 2 prepared by: __________ Total for Cost Estimate No. 2: $ ______________

Improvement #3: ___________________________ Grant Request: $ ______________

Cost Estimate No. 1 prepared by: __________ Total for Cost Estimate No. 1: $ ______________

Cost Estimate No. 2 prepared by: __________ Total for Cost Estimate No. 2: $ ______________
Has this property received any other funding through the City of Bryan? 

___________________________________________________________________________________
___________________________________________________________________________________
___________________________________________________________________________________

Source_________________________ Amount
___________________________________________________________________________________

Project description: Please provide a narrative of the project describing the work to be completed (maximum of 750 words). Please attach additional pages if necessary.

___________________________________________________________________________________
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### Certification

I hereby certify that I am the owner of the above described property for the purpose of this application. I also understand it is necessary for me or my authorized agent to be present at any and all public hearings in regard to this case.

<table>
<thead>
<tr>
<th>Owner’s Signature</th>
<th>Owner’s Printed Name</th>
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<tbody>
<tr>
<td>Owner’s Mailing Address</td>
<td>Owner’s Telephone</td>
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### Agent Authorization

In lieu of representing this request myself as owner of the subject property, I hereby authorize the person designated below to act as my agent for the application, processing, representation and/or presentation of this request. The designated agent shall be the principal contact person with the City (and vice versa) in processing and responding to requirements, information, or issues relevant to this request.

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<tr>
<td>Agent’s Signature</td>
<td>Agent’s Printed Name</td>
</tr>
<tr>
<td>Agent’s telephone number</td>
<td>Agent’s Address</td>
</tr>
</tbody>
</table>
CITY OF BRYAN
CORRIDOR BEAUTIFICATION PARTNERSHIP

This Agreement is by and between the CITY OF BRYAN, a Texas Home Rule Municipal Corporation (hereinafter referred to as “CITY”), and ___________________, property owner of __________________, located along a significant Corridor in Bryan, Texas. (herein after referred to as “Grant Recipient”).

As part of the City’s Corridor Beautification Partnership, both parties agree that this program aids business owners in the rehabilitation and beautification of a significant Bryan Corridor to improve the community image and perception of the Corridor through qualifying improvements focusing both on aesthetics and business vitality; and to encourage private investment in commercial businesses; and to eliminate blight along the corridor; and to stimulate redevelopment to increase sales tax revenues and property values; and to stimulate economic and business development by providing safe environments for workers, businesses and the public.

The Grant Recipient agrees and accepts funding from the City up to 50% of the cost of the approved improvement(s), not to exceed $____________________. The Grant Recipient agrees to comply with the requirements of the Corridor Beautification Partnership Guidelines outlined in City of Bryan Resolution 3693.

The Grant Recipient shall complete all work in the scope approved by the City of Bryan according to the Corridor Beautification Partnership guidelines and grant application. The Grant recipient shall complete all Extra Work in connection therewith. All work and materials shall be in strict conformity with the specifications. The Substantial Completion of the work shall not excuse the Grant recipient from performing all the work undertaken, whether of a minor or major nature, and thereby completing the Project in accordance with the Grant Program guidelines and scope of work. In the event that the Grant recipient fails to perform the work as required for Final Completion, Grant recipient shall reimburse the City for all costs; or the City may contract with a third party to complete the work and the Grant recipient shall assume and pay the costs of the performance of the work as contracted.

By: ____________________________ Date: ____________________________

Printed Name: ____________________________ Title: ____________________________

CITY OF BRYAN:

________________________________________ Date: ____________________________
City Manager

APPROVED AS TO FORM:

________________________________________ Date: ____________________________
City Attorney

ACCEPTED BY:

________________________________________ Date: ____________________________
Development Services