

Wilmington Downtown Incorporated



Landscaping Grant Program Operating Guidelines

Updated 8/17/17

Wilmington Downtown Incorporated (WDI) has created a pilot Landscaping Grant Program to beautify Downtown, stimulate investment and improve the urban environment. The Program is also intended to provide an economic incentive for installing landscaping in and around surface parking lots or vacant lots, encouraging quality and sustainable design and materials that will enhance the historic character and the appearance of the area, improving the business setting, and to providing a timely application and review process. The following policies and procedures will govern the Program:

Goals: The Landscaping Grant Program (LGP) will award funds to any property or business owner to pay costs associated with landscaping surface parking lots and other publicly viewed parcels or areas zoned as Central Business District. The following identifies specific goals for the program:

- Break up expanses of paved areas.
- Reduce solar heat gain from parked vehicles and paved areas.
- Improve storm water run-off.
- Provide a more pedestrian-friendly environment.

Funding: The LGP fund will be capitalized on an annual basis and funds are subject to availability. Funding for FY 17-18 is from the Downtown Municipal Service District and totals \$3,000.

Terms: LGP funds will be made available on a matching basis. Awards for any lot range up to \$1,500 or 50% of the landscaping project, whichever is less. The award of any grant is based on WDI's discretion and the current availability of funds. Corner properties with facing two streets are eligible for up to \$3,000 in matching funds or 50% of the project cost, whichever is less.

- Property owners must match LGP grant funds on a 1:1 ratio (\$1 private sector funds is matched by \$1 of LGP funds).
- Eligible grant expenditures include:
 - Trees, shrubs, flowers and other plant materials.
 - Landscaping the perimeter area of a surface parking lot between the sidewalk or public right-of-way and the lot.
 - Landscaping the interior of a surface parking lot with planting islands or peninsulas. Removing paving to install interior landscaping features such as curbs or hardscape materials to designate the interior landscape area.
 - Fencing or perimeter screening of a surface parking lot. This may include fences, walls and berms. Fences or walls must be semi-opaque or otherwise “visually friendly” to allow limited views into the lot. Fences or walls must include a combination of materials such as decorative masonry, brick, stucco, wrought iron or similar surfaces are finished for exterior use.

- Permanent irrigation for all landscape materials that will keep plants healthy and promote water conservation including prevention of run-off and overspray.
- Screening for dumpsters, mechanical equipment and other similar items.
- Prohibited grant expenditures include:
 - Installation of only limited ground cover such as grass.
 - Fences without decorative features such as intermittent brick or stucco columns.
 - Chain link, split rail, barbed wire or any temporary fences.
 - Solid wood or masonry fencing adjacent to the street greater than 5 feet in height.
 - Planting areas exclusively composed of flowering plants that must be replaced annually.
 - Movable planter boxes designed to sit on sidewalks or in front of buildings.
 - Planting areas that fail to provide for easy and ongoing irrigation.
 - Land acquisition.
- Funds will be awarded on a first come-first served basis.

Administration: The WDI application process is designed to take less than 45 days and grants are awarded at the sole discretion of the Wilmington Downtown Incorporated. Applicants must provide the following information:

- The applicant's name, address of the proposed improvements, description of the project and the proposed plant materials and location of plantings.
- At least one bid from an independent contractor detailing the landscaping and/or construction work to be performed.
- A site plan showing the dimensions or size of proposed lot and the planting areas. The plan must also identify the specific plant species to be installed.
- An irrigation plan and commitment to maintain the plantings.
- If the project includes fencing, a color picture showing the proposed fence material and design.
- If applicable, approval from the City of Wilmington's Historic Preservation Commission.

Matching Grant Application Process: The review and award process consists of the following steps:

1. A prospective applicant contacts WDI staff to obtain an application package and review design requirements.
2. An applicant submits a complete application package to WDI staff with all required attachments. Applications must include a site plan of the proposed work to include materials and species along with and a construction estimate.
3. If needed, the applicant must obtain approval from the Historic Preservation Commission.
4. The WDI Dream Committee reviews all LGP Grant applications and makes recommendations to the WDI Executive Committee for action.
5. The WDI Executive Committee will take final action on grant applications.
6. If approved, WDI will issue a commitment letter authorizing funds to the project. *Construction or landscaping projects started prior to the WDI's authorization may be ineligible from receiving LGP funds.*
7. The applicant must submit an invoice for completed work. WDI would pay its agreed upon percentage for the work.

8. WDI funds shall only be released upon verification of the completed work.
9. Construction must be completed within 6 months of the WDI's funding commitment.

Downtown Landscaping Matching Grant Program Funding Application

Applicant Name: _____

Mail Address: _____ Phone: _____

Exact Location: _____

Total Estimated Construction Cost: _____

Use of Funds: _____ Site Prep/Demo _____ Planting islands

 _____ Perimeter plantings _____ Interior plantings

 _____ Fencing _____ Screening dumpsters

Other: _____

Documentation: _____ Contractor estimate outlining proposed work

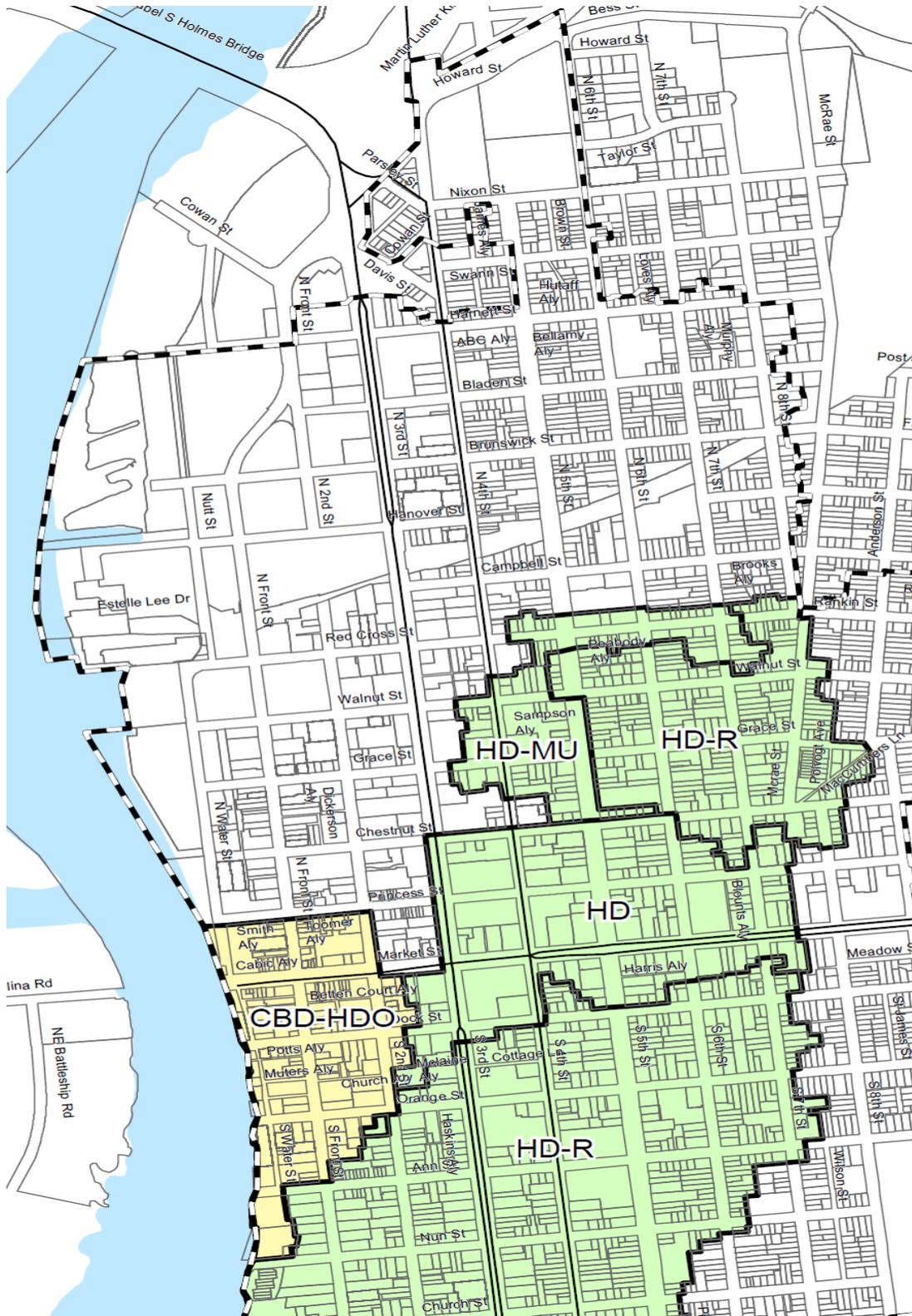
 _____ Site plan

 _____ Landscaping and irrigation plan

 _____ Construction Schedule

Other issues: _____

Review and approval is required by the Historic Preservation Commission prior to exterior improvement or construction projects within the shaded areas. Contact the City of Wilmington at 910.341.3251 for information.



Approved Street Trees in Downtown:

a. *Street trees, full canopy:*

- i. Green ash
- ii. Ginko biloba, male
- iii. Tulip poplar, 'Arnold' variety
- iv. Willow oak
- v. Live oak

- vi. Bald cypress
- vii. Japanese zelkova
- viii. Silver linden
- ix. Black locust
- x. Honeylocust thornless varieties

b. *Street trees, under power lines:*

- i. Trident maple
- ii. Florida red maple
- iii. 'Highrise' live oak
- iv. Chinese evergreen oak
- v. Japanese evergreen oak
- vi. Foster's holly (males only)
- vii. American holly (males only)
- viii. Yaupon holly (males, tree form only)

- ix. Cherry laurel
- x. Pastiche
- xi. Lace bark elm, 'Drake'
- xii. Yoshino cherry
- xiii. Kwanza cherry
- xiv. Purple-leaf plum
- xv. Crape myrtle (tree form only)

c. *Parking and interior shade trees:*

- i. Silver linden
- ii. Black locust
- iii. Lace bark elm, 'Drake'
- iv. Live oak
- v. Green ash
- vi. Cherry laurel

- vii. Parsley hawthorne
- viii. Sweet bay
- ix. Purple-leaf plum
- x. Yoshino cherry
- xi. Kwanza cherry

d. *Interior landscape/accents trees:*

- i. Italian cypress
- ii. Magnolia
- iii. American holly (male only)
- iv. Foster's holly (male only)
- v. Yaupon holly (male only) tree forms only
- vi. Redbud

- vii. Silver bell
- viii. Flowering crabapple (southern or Japan)
- ix. Japanese maple
- x. Palmetto palm
- xi. Yoshino cherry
- xii. Kwanza cherry
- xiii. Purple-leaf plum

e. *The following tree species shall not satisfy street tree requirements:*

- i. Sycamore (any *Platanus*)
- ii. Cottonwood
- iii. Chinese tallow
- iv. Water oak
- v. Laurel oak

- vi. Crape myrtle, non tree form
- vii. Bradford pears
- viii. Holly (female or berry-bearing species)
- ix. Palm trees (all varieties)