

## **OFF-STREET PARKING ASSISTANCE PROGRAM**

### **PURPOSE:**

To reduce the demand for on-street parking and to improve the quality of life in Bellevue by providing an incentive to (1) assist those with qualified disabilities to improve existing off-street parking where, because of their disability, utilization of such existing off-street parking is not feasible and (2) create new off-street parking for residential properties. The incentive shall be in the form of a grant to qualified applicants.

### **PROGRAM OPERATION:**

The homeowner shall complete and submit an application provided by the city.

The homeowner shall submit a complete set of plans and specifications along with cost estimates indicating work to be performed. If the nature of the improvement is an automatic overhead garage door for a disabled person, a quote from a the company shall accompany the application.

The homeowner shall submit any additional information the city deems necessary to make a determination regarding compliance with the program.

The city shall conduct an inspection prior to approval for participation in the program to determine if (1) the proposed work improves the ability for a disabled person to utilize existing off-street parking where they would otherwise not be able to, or (2) the proposed work creates at least one new off-street parking space for a residential structure.

The grant funds shall be awarded on a first-come, first-served basis with top priority being given to persons with a qualified disability who desire to improve their ability to utilize existing off-street parking where they would otherwise not be able to.

The applicant shall submit to the city a list of intended contractors and sub-contractors to assure compliance with the city's occupational license regulations. Any change in the scope of the work shall be submitted to the city for review and approval.

Any work proposed for the exterior of any structure located within one of the city's historic districts shall be reviewed by the city's Historic Preservation Officer to assure the intended work complies with the City of Bellevue's Historic Preservation Design Review Guidelines Manual. Some exterior work may need to be reviewed by the Historic Preservation Commission.

The city's building inspector shall review each approved project to assure compliance with all applicable building and zoning codes. After approval by the city and completion of the work a final inspection shall be conducted by the city.

Grant funds shall not be awarded to any person who is delinquent on any city taxes.

Once it has been determined that the applicant has complied with the building permit process, certificate of appropriateness process and the occupational license permit process a "Notification to Proceed" shall be issued to the homeowner by the city.

**CONFLICT OF INTEREST:**

If a question regarding eligibility of any applicant or contractor or sub-contractor should arise concerning a conflict of interest a notice shall be sent by the city administrator to the city attorney for final interpretation.

**DISTRIBUTION OF GRANT FUNDS PROCESS:**

Prior to the release of grant funds, the applicant shall be required to submit to an inspection to confirm that the work approved in the application process was completed. If the final inspection reveals that all work was completed in accordance with the approved plans, and in accordance with all applicable regulations, ordinances and statutes, the city shall issue the approved grant funds to the applicant subject to the city's normal claims process.

If work is not completed within ninety (90) days of the date of the "Notification to Proceed" the application and award shall be voided. At the applicant's discretion, a new application may be completed. However, the applicant may apply for, and the city may grant, an extension not to exceed ninety (90) days if said extension has been applied for prior to expiration of the ninety (90) day period. If an extension is granted and work is not completed within the extension time period, the application shall be voided and grant funds forfeited.

**MAXIMUM GRANT AMOUNTS:**

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| A. Improving parking for a person with a qualified disability  | \$500 |
| B. Creating new off-street parking for a residential structure | \$500 |
| C. Paving an existing gravel driveway                          | \$250 |

**OFF-STREET PARKING ASSISTANCE PROGRAM POOL AMOUNT:**

\$7,500 of grant funds will be available for the program beginning July 1, 2005.

**APPLICATION PROCESS:**

Application may be obtained in person at the office of the city clerk at:

City of Bellevue  
Office of the Clerk  
616 Poplar Street  
Bellevue, KY 41073

### **ELIGIBLE ACTIVITIES:**

Activities eligible for grant funds for work performed to (1) assist those with qualified disabilities to improve existing off-street parking where, because of their disability, utilization of such existing off-street parking is not feasible and (2) create new off-street parking for residential.

1. Construction of parking pad where none currently exists.
2. Construction of driveway where none currently exists.
3. Construction of a garage where none currently exists.
4. Construction of a garage that increases the parking capability by at least one parking spot.
5. Removal of an accessory structure that will create at least one new off-street parking.
6. Paving of a non-conforming gravel parking space or driveway.
7. Installation of an automatic garage door opener on a garage belonging to a qualified handicapped individual.
8. Installation of a garage door with an automatic opener on a garage belonging to a qualified handicapped individual.

Other proposals will be considered on a case-by-case basis. The determining factor will be whether or not additional off-street parking is being created.

Improvements to existing parking will not be considered where an applicant has failed to maintain the parking structure in substantial compliance with the City of Bellevue Property Maintenance Code.