



# CITY OF COLLEGE PARK

## CHAIN LINK FENCE REMOVAL INCENTIVE PROGRAM

### PROGRAM SUMMARY

The goal of the program is to provide financial assistance to encourage the removal of existing chain link fences in front yards and along public streets in residential neighborhoods. Replacement fences that conform to City and County fence requirements are allowed under the program.

Grants of up to a maximum of \$2,500 per property are available to pay for the costs associated with the removal and disposal of chain link fences as well as the purchase and installation of replacement fences. Funds are provided on a reimbursement basis after the work has been completed and inspected by the City.

### ELIGIBILITY

Property owners and/or residents of the City of College Park are eligible to apply for financial assistance. If an Applicant is not the owner of the property, consent of the property owner is required. All projects shall meet the following criteria:

1. The property must be within the City's municipal boundaries and zoned for residential use.
2. The chain link fence to be removed must be located in the front yard of the property or along a public street.
3. All waste resulting from the chain link fence removal must be properly disposed of.
4. Replacement fences must meet current setback, height and material requirements. Materials such as wrought iron, split rail, picket and similar materials incorporating openness are eligible. Chain link is not an eligible material.
5. All required permits must be obtained by an Applicant.

### ELIGIBLE COSTS

Reasonable labor and materials costs associated with the following are eligible for reimbursement:

1. Removal of existing chain link fences including posts and footings.
2. Hauling and disposal of removed chain link fence material, equipment rentals and dumping fees.
3. Purchase and installation of permitted replacement fences.
4. City and County permit fees.
5. Payment will not be made for labor performed by an Applicant.

### APPLICATION PROCESS

Financial assistance is provided on a first-come, first-served basis in accordance with the following procedures. A pre-application meeting is recommended to be scheduled with the Department of Planning, Community and Economic Development to ensure eligibility.

1. Applicant submits a completed Grant Application Form including the following:
  - a) Signature of the property owner, if not the same as the Applicant.
  - b) Description of proposed work and cost estimates.
  - c) Estimated removal/construction schedule.

- d) Photographs of the chain link fence to be removed.
  - e) Site plan showing the location of the fence to be removed. If a new fence is proposed, a site plan drawn to scale is required.
  - f) Replacement fence details (material, height), if applicable.
  - g) Permits for replacement fence construction, if applicable.
2. City staff reviews and accepts completed applications on a first-come, first-served basis. Grants are made subject to funding availability. Written notification of acceptance will be provided to the Applicant.
  3. Applicant should not start any work until the application has been formally accepted. The City will not reimburse Applicants for work that has been performed prior to acceptance of the application. The City reserves the right to refuse reimbursements in whole or in part for work that is not completed within 6 months of City approval and/or for costs that are not reasonable. Request for extensions will be considered only if made in writing and progress towards completion has been demonstrated.
  4. Applicant submits the required documentation for reimbursement:
    - a) Copy of any required permits from the City and County.
    - b) Receipts or other evidence of payment for eligible work.
    - c) Photographs of completed work.
  5. City staff inspects the work performed at the property and authorizes reimbursement.
  6. Payment is made to the Applicant upon successful completion of the work and submission of all supporting documentation.

### **ADDITIONAL PROVISIONS**

The City retains the right to amend the program guidelines and application procedures. City staff has the sole authority to determine eligibility of proposed work and confirmation of completed work. Certain work may be required or precluded as a condition of funding. Participants will be responsible for obtaining necessary regulatory approvals, including, but not limited to, building permits and any other necessary permits. All work must comply with City and County regulations.

Approved by Mayor and Council on March 13, 2018.

For more information:

**Miriam Bader**  
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*Department of Planning, Community & Economic Development*  
**CITY OF COLLEGE PARK**

240.487.3538

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# CHAIN LINK FENCE REMOVAL INCENTIVE PROGRAM APPLICATION



Please contact the Senior Planner at [mbader@collegetparkmd.gov](mailto:mbader@collegetparkmd.gov) or 240.487.3538 with any questions or to schedule a pre-application meeting. Please print or type legibly and return to 4500 Knox Road, College Park, MD or via email to [mbader@collegetparkmd.gov](mailto:mbader@collegetparkmd.gov).

## I. PROPERTY AND APPLICANT INFORMATION

Property Address: \_\_\_\_\_

Applicant Name(s): \_\_\_\_\_

Property Owner (if different from Applicant): \_\_\_\_\_

Property Owner Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## II. IMPROVEMENT INFORMATION

Description of proposed improvements:

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Estimated total cost of improvements: \_\_\_\_\_

Estimated date of completion: \_\_\_\_\_

## III. ATTACHMENTS

Check all that apply:

- |   |  |
|---|--|
| <input type="checkbox"/> Photograph of existing chain link fence  | <input type="checkbox"/> Contractor proposal(s), if applicable   |
| <input type="checkbox"/> Site plan showing location of existing fence to be removed, and if applicable, replacement fence to be installed | <input type="checkbox"/> Permits, if applicable (please note that no work performed without a required permit can be funded) |
| <input type="checkbox"/> Proposed fence details (material, height), if applicable   |  |

I/We hereby affirm that the filing of this application and all information and exhibits herewith submitted are true and correct to the best of my/our knowledge. The applicant authorizes the City to make all reasonable inspections and investigations as required in the administration of this program. I/We have read, understand and agree to the Chain Link Fence Removal Incentive Program guidelines and requirements. I/We understand that any improvements completed prior to the notice of grant award will not be eligible for reimbursement. I/We agree to maintain the replacement fence, if applicable, in good condition and in accordance with all applicable building codes.

I/We agree to indemnify, and hold harmless the City, its officials, agents, and employees, from any and all claims, demands, suits, causes of action, liability, damages, losses, costs and expenses (including reasonable attorneys' fees) of whatsoever nature arising out of or resulting from any and all fence removal or replacement activities performed by the Applicant or its employees, agents, subcontractors.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Owner's Signature (if not applicant)

\_\_\_\_\_  
Date

I authorize the City to take and use pictures of the work performed under this program:

Yes       No

**Note:** Applying for a Chain Link Fence Removal Incentive grant does not obligate the City to provide a grant for the specified project. Only after an application is accepted by the City and all program requirements are met, will funds be provided. Funding is subject to availability.

### CHAIN LINK FENCE REMOVAL INCENTIVE PROGRAM APPLICATION

*For internal use only:*

Date Accepted: \_\_\_\_\_ By: \_\_\_\_\_

Date of Final Inspection: \_\_\_\_\_ By: \_\_\_\_\_

