

## **Pole Sign Replacement Grant Program (PSRG)**

### **Project Details:**

(1) GOAL: The purpose of the MEDC PSRG Program is to promote economic development and the addition of primary jobs by enhancing the visibility of existing businesses along targeted commercial areas.

The goal is to be accomplished by providing matching financial assistance to existing businesses in order for them to replace outdated pole signage with new modern signs that comply with current city codes.

(2) BACKGROUND: Recently, the City of Manvel adopted a new sign ordinance. Pole signs are no longer permitted. MEDC seeks to work with current business owners in the targeted area to enhance the visibility of the businesses along these targeted thoroughfares by replacing outdated pole signs with new, more conspicuous modern signs.

(3) TIMELINE: The Grant program will commence October 1, 2018, with a 1 year duration ending September 30, 2019. MEDC reserves the right to terminate or modify the PSRG Program at any time.

(4) TARGETED COMMERCIAL AREA: Zone Map – HWY 6 and FM 1128 Light Commercial SH 6 Overlay and Highway Mixed Use zoned areas

(5) BUDGET: Expected Project Amount Budget - \$200,000

### **Eligibility Requirements:**

- The replacement sign must be an existing, non-conforming pole sign in the City of Manvel (for a business), and within the PSRG targeted commercial area.
- Applicant must apply for PSRG by completing the MEDC application.
- Application must be submitted, and grant approved by MEDC Board.

### **Specific Grant Details:**

- The new sign must replace the old pole sign, and must be in compliance with the City's current sign ordinance.
- The first 10 successful applicants may receive the maximum grant award – 50% of the replacement sign cost, up to \$10,000. Subsequent applicants may receive lesser amounts, at the discretion of the MEDC board. MEDC reserves the right to deny or reject any application for any purpose.
- Applicants receiving an award must complete the replacement sign construction within 6 months of award of the grant, or the grant award is forfeited.
- MEDC is not responsible for sign creation, design, permitting, or consultation fees. However, the fees are considered a cost of the sign and thus those fees should be included in total cost submitted to MEDC.

- The PSRG grant is a “reimbursable grant” to be funded after the replacement sign is complete and documentation furnished to MEDC. PSRG Funds will be paid to business when sign installation is complete.

**Integrated Business (Retail center) Pole Sign Replacement:**

For business owners seeking to replace multiple pole signs with an integrated business sign, MEDC will consider a higher maximum grant amount not to exceed 50% of the cost, up to \$50,000, if grant funding is available.

**MEDC Marketing and housekeeping items:**

- Details of the grant may be published in local newspaper(s).
- Details of the programs shall be sent to each business owner in the targeted area – mail/hand deliver.
- MEDC Application –a page shall be added to the standard application for the PSRG Program.



(4) Does your business have an existing pole sign? YES or NO

(5) In a few words please tell us what type of sign you would like to replace the existing pole sign with:

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(6) Please attach a photograph of the existing pole sign.

(7) Please attach plans, depiction and/or photo of desired new sign.

(8) What is the estimated cost of the new sign? \$ \_\_\_\_\_

(9) How soon are you wanting to replace sign (circle one)

1-3 months

3-6months

6-12months

(10) Are you aware of the City Sign ordinance? YES or NO

(11) Are you aware the grant is a "reimbursable" grant and payment by the MEDC will be made upon completion of construction of the new sign? YES or NO

To be eligible for the PSRG grant your business must adhere to the City's current Sign Ordinance and you must obtain a permit for the new sign.

MEDC strongly advises business owners to provide a copy of the Manvel City sign ordinance to your vendor prior to the design phase in order to ensure signage is within the City's parameters and thus allowing for an easy approval process.

Any questions regarding the PSRG Grant Program or any sign replacement please contact the City permits department or MEDC at 281-489-0630 EXT 0

Once application is completed please deliver to City Secretary [tbell@cityofmanvel.com](mailto:tbell@cityofmanvel.com) for Manvel Economic Development Corporation to consider.

All applications for the PSRG Program will be considered in the order they are received.