



CITY OF SOUTH GATE
COMMUNITY DEVELOPMENT DEPARTMENT
8650 CALIFORNIA AVENUE
SOUTH GATE, CALIFORNIA 90280

HOME RECOGNITION PROGRAM

GUIDELINES



SECTION I - OVERVIEW OF PROGRAM

A. Purpose, Goal and Objective of Program

The purpose of the Home Recognition Program is to recognize residents who have demonstrated a commitment to beautifying and maintaining their homes. There are many attractive homes in the City of South Gate that inspire other residents while raising community pride and spirit. The Program will highlight and recognize these homes, and motivate others to improve their homes, enhance residential neighborhoods and improve quality of life for South Gate residents.

The program has three components: (1) promotion and nominations, (2) selecting winners, and (3) recognition by City Council.

The program is also intended to inspire others to improve their homes and enhance the community and the quality of life of South Gate residents.

SECTION II - NOMINEE ELIGIBILITY REQUIREMENTS

A. Property Ownership

The nominee(s) must be the current resident in order to be eligible for the Program.

B. Program Exclusions:

The Program is only for the City of South Gate residents.

SECTION III - PROPERTY ELIGIBILITY REQUIREMENTS

A. Eligible Properties

In order for a resident/ homeowner to be eligible to participate in the Program they must meet the following requirements:

- The property must be located in the City of South Gate.
- The property must not have any pending code violations with the Building and Safety Division.
- The property must not have any property maintenance issues visible from the street such trash cans on front yard, inoperable vehicles, unpermitted canopies, discarded house items, etc.

B. Eligible Property Improvements

- Building Improvements
- Landscaping Enhancements
- A consistently high level of general maintenance

SECTION IV - PROGRAM PROCEDURES

1. Application and Eligibility Determination

A. Application.

Property owners, City of South Gate residents, and City staff may nominate property owners for the program by completing the application forms available online at www.cityofsouthgate.org and submitting such materials to the Community Development Department. Applications will be reviewed in the order in which they are received. The City will update applicants on the status of their application.

B. Verification and Eligibility Determination.

The City shall verify all information as necessary. Applicants will be notified in writing regarding eligibility status.

C. Program Determination.

Once an applicant has been determined to meet eligibility requirements, an initial inspection of the property will be made by the City to determine the extent of any code violations.

D. Approval and Notifications.

Applicants will be provided with written notification of approval or denial. Reason(s) for project denial will be provided, to the applicant, in writing.

2. Housing Selection

A. Selection.

The 12 homes to be selected for the Home Recognition Program will be selected by the City of South Gate's Planning Commission.

3. Notifications

A. Notification.

The City shall notify the selected nominee of the approval. The City will update the applicant on the date of the City Council meeting where they will be recognized.

4. Recognition by City Council

A. The residents that are selected to receive a home recognition award would be recognized as follows:

- Recognized by the City Council during a Council meeting and receive a certificate of recognition.

- Receive a lawn sign to be displayed on their front lawn. Lawn signs have the added benefit of promoting the program and encouraging home improvements to take place at other homes near the recognized property.
- Receive an Azalea plant to be displayed in their home.

SECTION V - AMENDMENTS

Amendments to these guidelines may be made from time to time by the City. Vested authority shall be granted to the City Manager or his/her designee to grant a minor waiver or make minor amendments to these guidelines. All major amendments to these guidelines shall be approved by the City Council.

SECTION VI - ACTION PLAN

- Step -	- Action -
1. Program Application	Receive application- Deadline to submit application for FY 2018/19 is April 30, 2019.
2. Staff will verify Eligibility	City will schedule property inspection to ensure property meets eligibility requirements.
3. Contact Applicant	City will contact applicant and inform them of eligibility of the Program.
4. Obtain Nomination Approval	After the property is deemed eligible, City staff will obtain nomination approval from Director.
5. Planning Commission Review	City staff will prepare staff report to the Planning Commission for review. Planning Commission will select the top 12 homes to be recognized by City Council.
6. Notify Nominee	City staff will prepare letter to notify nominees of Home Recognition Program Award and the date of the City Council Meeting, where they will be recognized.
7. Recognition of City Council	City staff will prepare Agenda bill for the City Council meeting along with the Certificates of Recognition, Lawn Signs, and Azalea Plants to be distributed.

SECTION VII - Deadline

All applications must be submitted in person or via email. The Deadline to submit applications will be established each year the program is in effect.

For questions, please contact Dianne Guevara, Management Analyst at dguevara@sogate.org or at (323) 563-9535.