



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, 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. Selection of winners
3. Recognition by City Council

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 Home Recognition Program is *only* for residents of the City of South Gate.

SECTION III- PROPERTY ELIGIBILITY REQUIREMENTS

A. Eligibility Properties

In order for a resident to be eligible to participate in the Program, the nominee must meet the following requirements:

- The property must be located in the City of South Gate
- The nominee must be the current occupant of the residence.
- The property must meet all zoning requirements.
- The property must *not* have any property maintenance issues visible from the street such as trash cans in the front yard, inoperable vehicles, unpermitted canopies, discarded house items, and visible cracked concrete etc.

Eligible Property Improvements

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

SECTION IV- PROGRAM PROCEDURES

Application and Eligibility Determination

1. Property owners, Residents, and City staff may nominate property owners/residents from the program. Applications will be available online at [Community Development City of South Gate](#) or at the South Gate City Hall.
2. City staff shall verify all information as necessary and applicants will be notified in writing of application status.
3. Applicants will be provided with a written notification of approval or denial. A written reason(s) for denial will be provided to the applicant.
4. If the nominee meets eligibility requirements, an initial inspection will be scheduled to determine if the property meets the program guidelines.
5. All eligible applications will be presented to the Planning Commission.
6. The Planning Commission will select ten (10) homes, two (2) homes per area. A map of the City which identifies these areas is attached.
7. City staff shall notify the selected nominees in writing. The City will update the nominee on the date of the City Council meeting where they will be recognized.
8. The selected nominees will receive a home recognition award and will be recognized as follows:
 - i. The winners will be recognized by the City Council during a Council meeting and receive a certificate of appreciation;
 - ii. Winners will receive a lawn sign to be displayed on their front lawn. Lawn signs have the added benefit of promoting the program and encouraging home improvement to take place at other homes near the recognized property; and
 - iii. Winners will receive an Azalea plant.

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

	PROCESS	ACTION
1.	Program Application	Deadline to submit application for each Fiscal Year will be established by the City.
2.	Staff will verify Eligibility	City staff will determine if the property meets the eligibility requirements.
3.	Contact Applicant	City staff will contact applicant regarding application status.
4.	Obtain Nomination approval	After the property is deemed eligible, City staff will obtain nomination approval for Director.
5.	Planning Commission Review	City staff will prepare a staff report which will be presented to the Planning Commission for review and selection. The Planning Commission will select the ten (10) homes which will be recognized by City Council.
6.	Notify Nominee	City staff will notify nominees of the 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 a Certificate of Appreciation, Lawn Signs, and Azalea Plants to be distributed.

SECTION VII- DEADLINE

All applications must be submitted in-person, mail, and/or via email. The deadline to submit an application will establish each year the program is in effect. Please note that pictures of applications will not be accepted.

For questions regarding the Home Recognition program, please contact Jose Montano, Acting Administrative Services Coordinator via email at jmontano@sogate.org or phone at 323-357-5824.