



## Rockville RainScapes Rewards Conservation Landscaping Rebate Application

Conservation landscaping is the removal of turf grass and non-native invasives and replacement with native plant species that have more extensive, deeper root systems. This, coupled with soil improvement and adequate mulching, helps slow the flow of stormwater runoff, allow for more groundwater recharge, and trap nutrients and other pollutants in the soil for uptake by the plants.

The City of Rockville offers two rebate options for conservation landscaping (see *Design Guidelines* for details.)

- **\$2 per square foot of area converted up to \$1,200** for projects that include **soil improvement**.
- **\$1 per square foot of area converted up to \$750** for projects **without soil improvement**.

### Who Is Eligible

- ✓ Projects must be installed at a private single family residence, homeowners association, condominium association, housing cooperative or other non-profit property located in the City of Rockville.
- ✓ Projects will **not** qualify for rebates if they are partially or completely finished before approval.
- ✓ Projects are **not** eligible if they are associated with permit approval requirements for new building construction, additions, or renovations.
- ✓ All requirements must be met as outlined below, in the application, and in the *Design Criteria and Guidelines for Project Eligibility* (attached). All decisions are final and are at the sole discretion of the City of Rockville.

### Application Process & Requirements

- 1. Submit your application, property owner agreement, and other attachments.**  
*Complete the online application found at [www.rockvillemd.gov/rainscapes](http://www.rockvillemd.gov/rainscapes). Send the Property Owner Agreement and additional attachments (organization approval, photos, sketches, etc.) to the RainScapes Coordinator at [rainscapes@rockvillemd.gov](mailto:rainscapes@rockvillemd.gov) or mail to the address above. Paper applications are available upon request.*
- 2. Receive application approval from RainScapes Coordinator.**  
*Wait to receive application approval from the RainScapes Coordinator before beginning the project. Please allow three weeks for processing. Projects must be completed within six (6) months of approval.*
- 3. Begin and complete your project.**  
*You must retain and submit itemized receipts and/or final invoices for all project costs. Documented costs must equal or exceed the rebate amount requested. The project must adhere to the most recent Design Guidelines.*
- 4. Final inspection.**  
*Call or email the City of Rockville RainScapes Coordinator at 240-314-8877 or [rainscapes@rockvillemd.gov](mailto:rainscapes@rockvillemd.gov) to schedule a final inspection. Inspections will generally be scheduled within ten (10) business days. Submit itemized receipts and/or final invoice for all project costs. Photocopies are acceptable. At the final inspection, installation of the project will be verified, and the project area will be photographed.*
- 5. Receive reimbursement check.**  
*If all requirements are met, the rebate will be approved, and a check will be issued by the City of Rockville's Department of Finance within three to six weeks.*

Special thanks to the Montgomery County RainScapes Program for sharing their curriculum and text.

## Design Guidelines Issue Date 9/2015

*\*\* These guidelines will be periodically updated to ensure currency with the latest technical information and best practices – please verify that you have the latest version. \*\**

Project Type	Rebate
Conservation Landscaping with Soil Improvement	\$2 per square foot
Conservation Landscaping without Soil Improvement	\$1 per square foot

\*Please note that we cannot provide a rebate over the documented dollar amount that you spent on the project.

### Conservation Landscaping Requirements

- Written approval** from the RainScapes Coordinator is required before you begin installation or construction. Projects that are partially or completely finished before approval will not qualify for rebates.
- The project must not be located in a right-of-away or easement area.**
- Call 1-800-MISS-UTILITY (1-800-257-7777) before you dig!**
- Minimum size: 250 square feet.**
  - Planting plan that includes
    - sketch of the area drawn at 1' = 10', 1/8" = 1', or 1/4" = 1'
    - plant species, container size, quantities and densities
    - plant material source
    - maintenance plan
  - ¾ of the plants must be native plants or cultivars to the Chesapeake Bay watershed.
  - Mulch layer of 3 to 4 inches to inhibit weed growth, prevent soil loss and retain moisture.
  - The plan must *not* include any species from the City's Invasive Species Plant List (available at <http://www.rockvillemd.gov/rainscapes>)
  - No plastic sheeting (impermeable weed barrier) will be permitted in a turf conversion area.
- Soil Improvement (higher rebate option)**
  1. **Loosen** the soil to a depth of 9-12 inches with a tiller, rake or shovel. Decompaction will be checked at the final site visit. If there are trees root in the project area, loosening soil with a tiller is not recommended as this may damage roots.
  2. **Add** 2 inches of compost to the soil.
  3. **Mix** compost into the soil using the tiller, rake or shovel.

### Additional Resources:

U.S. Fish and Wildlife Service  
<http://www.nps.gov/plants/pubs/Chesapeake/toc.htm>

Chesapeake Conservation Landscaping Council  
<http://www.chesapeakelandscape.org/>

Montgomery County Conservation Landscaping Design Manual  
<http://www.montgomerycountymd.gov/DEP/Resources/Files/downloads/rainscapes/factsheets/ConservationLandscapingTechniques.pdf>



# RainScapes Rewards Rebate Application Conservation Landscaping



❖ **Important: To be eligible for a rebate, projects must be installed at a private single family residence, homeowners association, condominium association, or non-profit organization property located in the City of Rockville.**

### Rebate Options:

- \$2 per square foot of turf or invasive plant area converted **with soil improvement** up to a maximum rebate of \$1,200 per property. Minimum of 250 square feet converted.

OR

- \$1 per square foot of turf or invasive plant area converted **without soil improvement** up to a maximum rebate of \$750 per property. Minimum of 250 square feet converted.

\_\_\_\_\_  
Name/Property Owner (please print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

\_\_\_\_\_  
Property Address (if not same as above)

\_\_\_\_\_  
Phone

\_\_\_\_\_  
E-mail

\_\_\_\_\_  
Tax Exempt Number (if applicable)

### Property Type:

Single family residence

Homeowners association\*

Condominium association\*

Housing cooperative\*

Non-profit organization\*

**\*A project approval letter from the legal property owner, manager or organization must be submitted with the application. A template letter can be found at [www.rockvillemd.gov/rainscapes](http://www.rockvillemd.gov/rainscapes).**

How did you hear about the RainScapes Program? \_\_\_\_\_

Have you received a rebate through the City of Rockville's RainScapes program in the past? If yes, which program were you rebated under - rain barrel, conservation landscaping, tree planting, or pavement removal?

\_\_\_\_\_

**Project Details**

Describe the turf removal project location, project goals, sequence of construction, access for maintenance, sun exposure, existing vegetation etc. Add separate sheets if necessary.

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Size of area to be converted: \_\_\_\_\_

Dimensions (must add up to at least 250 sq. ft.): \_\_\_\_\_

**Soil Improvement**

*Soil improvement is recommended to improve plant health and allow water to soak into the ground. See the design guidelines for details on how to improve your soil.*

Will you be improving the soil as part of your project?

Soil Improvement - \$2 per square foot

No Soil Improvement - \$1 per square foot

If no soil improvement, please explain (i.e. tree roots in the area that could be damaged)

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Soil improvement requires loosening the soil to a depth of 9-12 inches and mixing in two inches of compost.

How do you plan to loosen the soil?

Gas/electric Tiller

Manual Tiller

Rake/Shovel

Other: \_\_\_\_\_

Where will you obtain your compost?

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**Planting Plan**

Please attach a detailed plant list including species, spacing, sizes and plant density Include a sketch of the area drawn at (1" = 10' OR 1/8" = 1' OR 1/4" = 1') Submit PRIOR TO BEGINNING WORK – begin work AFTER receiving approval

Where will you obtain your plants? \_\_\_\_\_

What guidance documents or resources are you using to plan your landscape?

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How will you dispose of the removed turf and/or invasive plants?

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**Project Cost**

Please estimate your conservation landscaping costs, including mulch and any other supplies needed (itemized receipts are required upon project completion):

Total Cost: \_\_\_\_\_ Rebate Amount Requested: \_\_\_\_\_

Installation: \_\_\_Do it yourself \_\_\_Contractor \_\_\_Volunteer \_\_\_Other:

If you are using a contractor or other group, please provide the following information.

Contractor/Group Name: \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Contractor/Installer Signature \_\_\_\_\_

Date \_\_\_\_\_

**Project Site Photos (Before Shots)**

Don't forget to attach, either digitally or hard copy, photos of the project site! (max 6)

**\*\*OPTIONAL: I agree to allow reasonable access to the RainScapes project site for periodic public tours organized by the City of Rockville (advance notification will be made by the City of Rockville). Yes No**

**I have read and agree with all RainScapes Rewards rebate program requirements.**

Signature \_\_\_\_\_

Date \_\_\_\_\_

Please mail or e-mail the completed application with required information and **wait to receive approval** from the City of Rockville.

**City of Rockville – Environmental Management Division  
RainScapes Rewards Rebate Program  
111 Maryland Avenue  
Rockville, MD 20850  
[rainscapes@rockvillemd.gov](mailto:rainscapes@rockvillemd.gov)**

If you have any questions, please contact the RainScapes Coordinator at 240-314-8877 or [rainscapes@rockvillemd.gov](mailto:rainscapes@rockvillemd.gov).

# Rockville Rainscapes Rewards Property Owner Agreement

between  
City of Rockville, Maryland  
and

Property Owner(s): \_\_\_\_\_

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

This Agreement is between City of Rockville, Maryland (the “City”), a body corporate and politic, and \_\_\_\_\_ (“Participants” or “Property Owners”), owners of the property located at \_\_\_\_\_ in Rockville, Maryland (the “Property”). This Agreement becomes effective once the designated representatives of both the Participant(s) and the City (collectively, the “Parties”) have signed it.

The purpose of the Agreement is to specify the general terms and conditions of the Property Owner’s participation in the City of Rockville’s Rainscapes Rewards Program (the “Program”).

## Definitions

**Rain Barrel** means an above ground container that holds at least 55 gallons or more of precipitation for landscape irrigation or other non-potable uses.

**Conservation Landscaping** is the removal of turf grass and/or NNI species as listed in Rockville’s NNI plant list and replacement with plant species that have more extensive, deeper root systems.

**Tree Canopy** is the planting of trees meeting specifications outlined on the Rockville Rainscapes application to reduce stormwater runoff, improve air quality, provide wildlife habitat, and contribute to savings on energy bills through the cooling effect of shade from trees.

**Pavement Removal** is the removal of eligible pavement and replacement with native plants or turf (sod) grass according to specifications outlined in the Rockville Rainscapes application with the goal of decreasing impervious surface, increasing stormwater infiltration, and reducing polluted runoff.

**Eligible property owners** include single family homeowners, homeowners associations, condominium associations, housing cooperatives and non-profit organizations.

## Background

1. The City Council has authorized the creation of a rebate program to be administered through the Environmental Management Division (EMD). The purpose of the rebate program is to provide financial and other appropriate incentives to eligible property owners to encourage the use of environmentally sensitive, low-impact stormwater runoff control techniques to reduce the impact of uncontrolled stormwater runoff and improve stream water quality in Rockville.

2. Under the Rockville Rainscapes Rewards Program, the City makes rebate payments available to eligible property owners that do not currently have on-site stormwater management controls, and who utilize approved stormwater management techniques as outline in the Design Guidelines and Criteria for Project Eligibility included in the RainScapes application packets.
3. The Property Owner(s) has met all applicable eligibility requirements, qualifications, and project standards and criteria as outlined in the Rockville Rainscapes Rewards Application and the associated application has been approved by EMD on \_\_\_\_\_.

**Mutual Agreements:**

The Parties agree as follows:

1. The Property Owner shall be responsible for all maintenance associated with any project receiving funding through the Program (the "Project(s)").
2. The Property Owner shall allow representatives of the City to enter the Property to inspect the Project(s) at all reasonable times.
3. The Property Owner shall comply with all applicable regulations and warranties associated with the Project(s), including obtaining necessary permits.
4. The City may make public the results of any program evaluation or data collection, including any photographs, images, or recordings, undertaken by the City in connection with the Program.
5. The Participant must promptly notify EMD of any change in ownership of the Property after the Parties have executed this Agreement.
6. The Property Owner, by participating in the Rainscapes Rewards Program, hereby releases the City of Rockville and its agents, officers, directors, employees, or any other persons acting on its behalf from any liability for damages or injuries resulting from its participation in the Program. The Property Owner agrees to indemnify and hold The City of Rockville harmless for any injuries, damages, or claims arising from the Program.

**Total Cost of Project:** \_\_\_\_\_

**Total Amount of RainScapes Rewards Rebate:** \_\_\_\_\_  
(for office use only)

**For Property Owner(s)**

**For City of Rockville, Maryland**

\_\_\_\_\_  
[Property Owner Signature]

\_\_\_\_\_  
Environmental Management Chief  
CITY OF ROCKVILLE, MARYLAND  
111 Maryland Avenue  
Rockville, Maryland 20850-2540

\_\_\_\_\_  
[Property Owner Signature]

Date: \_\_\_\_\_

Date: \_\_\_\_\_