Single-family Residential Grass Removal Rebate Application

July 8, 2026 – October 31, 2026

PER ORDINANCE, GRASS REMOVAL REBATES MUST RECEIVE A PRE-INSPECTION AND A NOTICE TO PROCEED FROM THE WATER CONSERVATION OFFICE BEFORE REMOVING ANY GRASS.

HOW TO APPLY

- The quickest and most secure way to submit is online at **ScottsdaleAZ.gov, search "rebates"**
  - A confirmation email is sent following an online submission. If there is no contact within 24 hours, check your spam folder, and reapply if needed.
- If this form is printed, scanned, and emailed to **WaterConservation@ScottsdaleAZ.gov** it is entered into the online application system, and a confirmation email is sent to the applicant.
- Alternatively, this application form may be printed, completed, and mailed to: Water Conservation Rebates, 9312 N 94th St, Scottsdale, AZ 85258.
  - When a paper application is received, it is entered into the online application system. If there was no city contact after three weeks, call 480-312-5650 to verify the application was received. Documents are not returned.

IMPORTANT INFORMATION

- Conservation will process complete applications on a first-come, first-serve basis, unless it is past the application deadline or funds are depleted.
  - Applications are complete when all required information is on an application form and documents are attached, signed, and legible.
  - Applications are incomplete if the required information or documentation is missing or illegible. A one-time notification will be sent to the applicant regarding the incomplete status.
  - Upon submission of the missing information, the application is eligible for processing.
- Conservation will use the contact information listed on the application. The applicant is responsible for notifying Conservation of contact changes and for monitoring their email, voicemail, and regular mail.
- Applicants should keep copies of all rebate documents and correspondence as proof of activities.
- Once approved, rebates are applied as a credit to the active water account within two billing cycles. Credits are not applied to closed utility accounts or transferred to a different account. Applicants should verify that all rebates have been approved and applied prior to closing a utility account.
- Modifications to this application must be approved in writing by **Conservation**. If you believe you received a verbal modification or extension and you have not received written confirmation, contact Conservation. Unapproved project modifications may result in a denied rebate.

DATES & EXTENSION

- **Grass removed before the rebate program begins on July 8, 2026, is ineligible. No exceptions.**
- It is up to the applicant to track deadlines. The application must be submitted between July 8, 2026, and October 31, 2026. The project Completion and Notification Deadline is May 31, 2027.
- If funds are available and a Notice to Proceed was issued, an extension may be granted. To request a three-month extension, contact Conservation before May 14, 2027. One extension per rebate. No exceptions.

RENTAL PROPERTIES

- The applicant must be the current property owner. A tenant or a designated representative, such as a property manager, may act as a liaison with Conservation with written permission from the property owner.
- Owners of multiple properties may apply for rebates for each property. However, rebates are property specific and applied as a credit to the active water account associated with the location where the removal occurred. If the owner does not live on-site or is not listed on the active water account, it is the owner's responsibility to coordinate inspections and rebate funds with the tenant(s).

TAX INFORMATION & IRS FORM W-9

Applicants receiving more than $2,000 for rebates in a calendar year must submit a **W-9** form. The W-9 must be received and dated in the same year the rebate credits are issued. An inaccurate or incomplete W-9 may result in an issued rebate being revoked. If a W-9 is required, Scottsdale will send 1099 forms to customers after December 31st each year. For more information on rebate credits, contact a tax professional.

ELIGIBILITY

- **Rebates are not retroactive; prior grass removals, even with before and after photos, are not eligible**.
- Property must receive water service from Scottsdale Water.
- The rebate is for the total grass area removed anywhere on the property during the rebate program year.
- Rebates are for landscape conversion areas (including patio, walkway, gazebo); grass converted to a non-landscape area (e.g. home expansion, casita, garage) are not eligible for a rebate. No new construction.
- Must remove a minimum of 500 sq. ft. of existing grass unless the minimum is waived. May combine multiple areas (front, side and back yards) to meet the minimum sq. ft.
  - The 500 sq. ft. minimum is waived if all remaining grass on the property is removed.
- Grass must be growing at a minimum of 50% density. See Figures 1 & 2 for examples.
  - If patches of grass are missing but the area is watered by an in-ground, functioning and scheduled irrigation system at the time of inspection, the area may count as part of the removal area.
    - Conservation may require the irrigation to be run to confirm functionality and watered area.
    - Scheduled refers to a consistent watering routine as validated by historical water use.
- Two rebates per property, the second must result in the removal of all remaining grass on the property. One grass removal rebate per rebate program year. Artificial turf may be installed on one rebate, not both.
- The removal area must not be in an HOA common area nor watered by an HOA-owned irrigation system; these properties may qualify under the **Multifamily, HOA, & Commercial Grass Removal Rebate**.
- Applicants must ensure their new landscape design and installation complies with their HOA Covenants, Codes & Restrictions. Applicants with homes in a historic district must also contact Scottsdale's Planning Department for their project approval.

Figure 1: Eligible grass



The first image is an example of healthy grass at 100% density. The second image is an example of dormant or chemically sprayed grass at 100% density. The last image is of grass at the minimum 50% density.

Figure 2: Ineligible grass



The first image is a grass at less than 50% density. The second image is of a designated grass area that is bare dirt. The last image is over 50% weeds.

REQUIRED DOCUMENTATION & INFORMATION

- **Pre-removal photos**
  - Take two timestamped photos of each removal area from different angles depicting its location and size. Photos must be taken within 10 days of application submission. If using a phone, you may be able to swipe up and **take a screenshot with the timestamp visible.**
  - Altered or mis-represented photos will be considered fraudulent, and the rebate will be denied.
- **Estimated sq. ft. of grass to be removed.**
  - Applicants removing more than 1,000 sq. ft. of grass are also required to complete the **Selected Plant List**. If required, Conservation will request the list during the application process.
- **Completed and signed W-9**. Submit with project completion photos or Conservation will request it.
- **If a property owner wants a designated representative** (e.g. renter, contractor) as the rebate contact, the applicant must submit a written request to Conservation and provide their name and contact information. The applicant remains responsible for ensuring compliance with the rebate program requirements and for any ensuing issues between themselves and their chosen representative.
  - **We recommend all joint property owners (e.g. spouses, partners, co-owners) invested or involved in the removal project read the application and re-confirm project plans prior to project start.**

REMOVAL AREA INSTALLATION REQUIREMENTS FOR ALL PROJECTS

- **Replacement landscaping must be non-water-intensive.** Acceptable materials include Arizona-friendly, drought-tolerant ***plants or trees***, as well as water-wise surface materials such as decking, pavers, decomposed granite (rock). **Artificial turf (AT) is not required but if installed, it is limited to 1,000 sq. ft.**
  - **The rebate is for the total grass area removed anywhere on the property during the rebate program year.**
    - Partial rebate requests for less than the amount of grass being removed is not allowed (e.g. requesting a rebate for only 1,000 sq. ft. when 1,200 sq. ft. of grass is being removed).
  - **Required irrigation system modifications.**
    - In-ground sprinkler heads must be removed or converted to drip and zoned separately from any remaining living grass on the property.
    - If AT is installed, in-ground irrigation systems (sprinkler heads and lateral lines) must be removed from the AT installation area.
  - **All exposed soil in the removal area must be covered; no bare dirt is allowed.**
    - If granite or another top dressing is used, it must be at least two inches deep.
      - ➢ No plastic sheeting (impermeable weed barrier) is allowed.
    - If AT is installed, it is limited to 1,000 sq. ft. AT installation anywhere on the property greater than 1,000 sq. ft. during the rebate program year will result in a denied or revoked rebate.
      - ➢ Must be attached to the ground and installed according to manufacturer's specifications.
      - ➢ Must not cover or inhibit city access to city-owned property (e.g. water meter or valve box).
- Water-intensive features such as fountains, pools, spas and high-water-use plants and trees are prohibited.

ADDITIONAL INSTALLATION REQUIREMENTS FOR PROJECTS LARGER THAN 1,000 SQ. FT.

- **When more than 1,000 sq. ft. of grass is being removed anywhere on the property during the rebate period, Arizona-friendly plants must be installed. The minimum mature plant canopy coverage is 25%.**
  - All new plantings must be living and, on the Arizona-friendly, Arizona Department of Water Resources *Low Water Use Drought Tolerant Plant List* (*LIST*).
  - The minimum required plant canopy coverage is calculated by subtracting 1,000 sq. ft. from the official pre-inspection removal area measurement, and then by multiplying the remaining sq. ft. by 25%. For example, a 2,000 sq. ft. measured removal area has a 250 sq. ft. minimum mature plant canopy coverage requirement.
  - A list of the most commonly selected plants and their respective plant canopy coverage measurement can be found with the ***Selected Plant List*** along with other regionally applicable references.
  - Plants do not need to be at mature size for planting – leave sufficient space for growth and plant health.
- **Trunk or stem of the plant must be planted within the removal area to count towards the 25% minimum requirement. See Figure 3 for a visual explanation of removal area; eligible and ineligible existing plants; and eligible and ineligible new plants.**
  - Existing trees and plants may count towards the 25% requirement if established. Established refers to plant/trees planted in the ground for at least two years.



Figure 3

Example of a hypothetical grass removal and landscape renovation in the One Civic Center area. The yellow area indicates the grass removal area. The circles indicate existing plants. The triangles indicate proposed new plantings. If the circle or triangle is green, it is eligible to count towards the minimum 25% mature plant canopy coverage. If the circle or triangle is red, it is outside of the removal area and does not count towards the minimum.

APPLICATION PROCESS

1. **Apply for a rebate and submit the required documentation (refer to page 2) and estimated sq. ft.**
   - From date of application, Conservation has three business weeks to provide a rebate status update.
   - Add **WaterConservation@ScottsdaleAZ.gov** to your safe senders list.
2. **Conservation will calculate the official pre-inspection grass removal measurement.**
   - Conservation will measure the grass area's perimeter to use for calculating the sq. ft. of the removal area.
   - A remote pre-inspection may occur for smaller projects (under 1,000 sq. ft.), with aerially visible imagery and timestamped photos. Projects will require an on-site inspection where there is blocked (tree canopy) or poor imagery, unclear grass border(s), missing timestamped photos, random selection, etc.
   - Vendor measurements are not used for rebates.
     - Artificial turf measurements may be larger and calculated using the longest points for length and width, may reflect the turf roll size (e.g. 10' or 15') and/or extra material needed for installation.
3. **If required, Conservation will contact the applicant regarding an on-site pre-inspection.**
   - It may take an additional three business weeks to receive a call from an inspector when there is a high-volume of applicants. Applications are processed on a first-come, first-serve basis. Requests for expedited inspections are not available; it's the applicant's responsibility to plan accordingly with their contractors.
     - **On-site inspections take place during normal business hours**. An inspector will call the number provided on the application to arrange an inspection.
     - **During the inspection:**
       - All existing grass will be measured. No additional or partial measurements will be taken.
       - The applicant may be requested to run their irrigation system to determine the sprinkler system's functionality and watered area.
4. **If the grass removal area is over 1,000 sq. ft., Conservation will request a *Selected Plant List* via email.**
   - Applicants should list the plants they are installing and the established, existing plants being kept within the removal area on the ***Selected Plant List***. The applicant then uploads their list to Conservation using the link provided in the request email.
   - Applicants can change their selected plants during the project; however, the applicant is responsible for selecting LISTED low-water use plants and meeting the minimum 25% mature canopy coverage.
5. **Receive the Notice to Proceed (NtP) via email and review the official pre-inspection measurement.**
   - If there is a concern with the official pre-inspection measurement, do not start the project (remove grass and/or functioning irrigation system) and contact **Conservation**. If the removal has already started, Conservation's original measurement will remain.
   - Funds are reserved from the NtP date to the program Completion and Notification Deadline.
6. **Begin the project.** The applicant may now begin physically removing the grass.
7. **Notify Conservation of project completion by uploading photos of each completed removal area and include your completed W-9.** A secure email link is provided in the NtP email or contact Conservation.
   - Conservation may complete a final inspection on-site or via project completion photos to:
     - Confirm all installation requirements have been met (refer to page 3).
     - Finalize the removal area measurement and rebate amount.
       - All grass removal rebates are determined by measuring the existing grass (during pre-inspection) minus any remaining grass (during final inspection), with the balance representing the amount of grass removed. The rebate is $2 per sq. ft. of grass removed, $5,000 maximum.
   - If an on-site final inspection is required, an inspector will call the number provided on the application to arrange the inspection. Conservation has three business weeks to conduct a final inspection.
8. **The rebate is a credit applied to the active water account within two billing cycles.** Rebate credits will stay on the account until depleted. Look for your rebate on your utility billing statement under *BILLING SUMMARY*.
   - If you do not wish to leave the credit on your account, contact Utility Billing at 480-312-2461 and ask for your utility account balance.