

REQUIREMENTS PROGRAMS 1 & 2

Debris Disposal: All debris shall be properly disposed of in compliance with the rules and regulations of the City of Oskaloosa including the removal and disposal of hazardous materials such as asbestos.

Processing Procedures: All applications will be evaluated by the OHTF Committee for approval. Once approved, the Department Head and the OHTF Chair, Vice-Chair, or City Manager shall authorize the City Clerk to draw funds on the account as needed.

Disqualification: Any work which is started prior to application approval shall be deemed ineligible for reimbursement and may disqualify the owner from participation in the grant program.

Ownership & Bid Requirements: Each application must have two bids for the demolition, proof of ownership or proof the applicant has authority to act on behalf of the owner, and a copy of the demolition permit.

Progress: The owner will be responsible for monitoring the demolition work, although City inspections will occur as required by the permits and to verify completion of the work. Upon completion, the City will issue a check payable to the owner and demolition contractor.

Fees: There is a \$75 application processing fee. The borrower shall also be responsible for all filing fees associated with the grant. All fees shall be paid with the application. Fees will be returned if the application is denied by the OHTF Committee.

OHTF Demolition Programs

Removal of dilapidated structures within the City of Oskaloosa is critical to the long-range development of the city and the enhancement of neighborhoods. The Oskaloosa Housing Trust Fund (OHTF) has established two demolition assistance programs in an effort to assist property owners with costs associated with property redevelopment and beautification.

DEADLINES

Program 1: A demolition permit must be obtained 30 days after the demolition loan is approved. The demolition of the structure must be completed within 90 days of the demolition loan approval. A building permit for the new structure must be obtained within 90 days of the completion of the demolition. Additionally, if the property has not been redeveloped with a "qualified improvement" within two years, the grant must be repaid. *Note:* For a definition of Qualified Improvement, please see the Definitions Section in this brochure.

Program 2: A demolition permit must be obtained 30 days after the demolition loan is approved and demolition must occur within 90 days of loan approval.

SELF HELP POLICY

When an owner wishes to do his/her own work on a demolition project, it is the policy of the OHTF Committee to define allowable demolition costs as those actual, reasonable costs incurred (e.g. cost of permits and rental of machinery and/or tools for actual and responsible time to complete the task they are rented for). The OHTF will not reimburse the owner or owner's employees for time/wages expended on the project.

**Return completed applications to
Oskaloosa Building Official
804 South D Street • Oskaloosa, IA 52577**



You are invited to "Stay in Touch" by visiting Oskaloosa on Facebook,
www.facebook.com/oskaloosaiowa
and on-line at www.oskaloosaiowa.org



GOOD TO NOTE: BUILDING DEMOLITION ASSISTANCE PROGRAMS



A "Good to Note" Publication
brought to you by The City of Oskaloosa
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DEFINITIONS:

The City of Oskaloosa Housing Trust Fund administers the Demolition Assistance programs referenced within this brochure and have established the following definitions for each program to minimize confusion:

PROGRAM 1

- **Eligible Structure:** A residential structure may be eligible for this program if it is determined to be dilapidated and is located in a residentially zoned area of the City of Oskaloosa. All applications for eligible structures will be evaluated by the OHTF Committee for participation in the program.
- **Owner:** The person/persons that are record titleholders at the Mahaska County Courthouse or other officially designated representative of the property such as an executor of an estate.
- **Qualified Improvement:** Structure(s) of equal or greater assessed value to the dwelling unit demolished irrespective of land value.

PROGRAM 2

- **Eligible Structure:** A residential structure may be eligible for this program if it is determined to be dilapidated and is located in the City of Oskaloosa. All applications for eligible structures will be evaluated by the OHTF Committee for participation in the program.
- **Owner:** The person/persons that are record titleholders at the mahaska County Courthouse or other officially designated representative of the property such as an executor of an estate.

DEMOLITION PROGRAM 1

This program provides grants up to \$4,000 to assist with demolishing dilapidated residential structures in the City of Oskaloosa. In consideration of the grant, the borrower shall agree to redevelop the property within two years of the dispersal of funds.

The assessed value of the redeveloped property shall equal or exceed the value of the structures removed. If the improvements are not made within a two year period, the grant shall be repaid in full including accrued interest to the Oskaloosa Housing Trust Fund as stated in the program plan. Security for the grant shall be considered subordinate to any first mortgage lien related to the redevelopment of the property.

The repayment shall be paid beginning the first of the month following the second anniversary of the demolition and will include current prime rate interest accrued over the first two years. The balance shall be amortized over a 12-month period of time at current prime rate of interest.

AFTER OHTF APPROVAL...

- All Demolition Program applications shall have the approval of the OHTF Committee
- After OHTF approval of the application and the owner's execution of the Grant/Lien Agreement, the work may begin.
- Funds are granted/loaned to the current owner of the property and shall not be transferable to future purchasers. If the owner sells the property within the two-year redevelopment period, the remaining loan balance shall be repaid in full.
- The owner will be responsible for monitoring the demolition work, although City inspections will occur as required by the permits issued to verify completion of the work.
- Upon completion of the demolition, the owner shall submit copies of all bills associated with the demolition for processing of payment to the owner. Checks are made payable to the contractor and the property owner in lieu of a lien waiver.

DEMOLITION PROGRAM 2

This program provides assistance in the form of a combination grant/loan up to \$4,000 to demolish dilapidated housing structures within the city limits of Oskaloosa.

This program is to encourage green space and/or future redevelopment. No redevelopment provision is attached to this program.

One-half of the awarded funds shall be in the form of a no-interest loan to be repaid in 24 monthly installments beginning the first month following the project completion.

One-half of the awarded funds shall be issued in the form of a non-repayable grant.

Participants will be required to make their monthly payments through automatic checking/savings withdrawal. If sufficient funds are not in the account and payment is not made, a service charge as adopted in the current City of Oskaloosa Fee Schedule will be assessed to the borrower for each delinquent payment.

Questions? Call Oskaloosa Building Inspections Department: 641.673.7472