



Cuming County Economic Development, Inc. Commercial/Nuisance Demolition Program Guidelines

Purpose: The purpose of the Cuming County Economic Development, Inc. (CCED, Inc.) Commercial Demolition Program is to assist eligible communities within Cuming County to demolish dilapidated commercial/nuisance properties and clean up the area to make room for future development. The program was funded by the Donald E. Nielsen Foundation and will be administered through the CCED, Inc.

Eligibility: The property must be located within city limits in order to be eligible for demolition.

Applicant Eligibility:

1. Applicant must get approval from their municipality before the application process can begin.
2. Application must be submitted by the respective municipality.
3. Application must be 100% complete to be eligible for funding.
4. Projects are eligible for a 50% matching grant of up to \$15,000 for commercial demolition.
5. Projects are eligible for an additional 50% matching grant of up to \$15,000 if you can show proof of redevelopment. To receive these funds you must have been approved and awarded demolition funds.
6. Grant funds can contribute to overall projects that include lending options. This is a reimbursement grant. Applicant must show proof of payment and the city must sign off on payment before the CCED will reimburse the project.
7. Applicant must show before/after photos of the project and must provide a quote highlighting the total cost of the project.

Demolition Process:

1. Property is inspected and condemned by community representative.
2. Applicant must dispose of any waste material according to village, city & state codes. See appendix A.
3. To save tax dollars, applicants are encouraged to use the Schmader Landfill for all construction waste.
4. Contractor selected.
5. Application submitted to the CCED office and approved by the Board of Directors.
6. Demolition of property occurs, demolition must start within 30 days of approval and completed within 30 days.
7. Payment is approved, issued and distributed.

Redevelopment Process:

1. Demolition of the previous structure must be completed.
2. Community has issued building permits for the property.
3. Application submitted to the CCED office.
4. Application approved by the CCED Board of Directors.
5. Redevelopment construction must be completed within 2 years. If an extension is needed, you must submit a letter of extension to the CCED Office.
6. Payment is approved, issued and distributed.



STRUCTURE CONDITION SURVEY

Address: _____ City: _____
 MAP # _____ Year Built: _____

Vacant: Yes No

For Sale: Yes No

CONSTRUCTION TYPE:

- Wood Frame
- Masonry
- Mobile
- Modular
- Other _____

STRUCTURE TYPE:

- Single Family with Detached Garage
- Single Family with Attached Garage
- Duplex
- Multi-Family # of Units _____
- Other _____

FRONTAGE IMPROVEMENTS, IF APPLICABLE:

- Curbs Yes No
- Paved Street Yes No
- Gutters Yes No

- Sidewalks Yes No
- Driveway Yes No
- Adequate Site Drainage Yes No

#1 - FOUNDATION:

- 0 Existing foundation in good condition
- 10 Repairs needed
- 15 Needs a partial foundation
- 25 No foundation or needs a complete foundation

#4 - WINDOWS:

- 0 No repair needed
- 1 Broken window panes
- 5 In need of repair
- 10 In need of replacement

#2 - ROOFING:

- 0 Does not need repair
- 5 Shingles missing
- 5 Chimney needs repair
- 10 Needs re-roofing
- 25 Roof structure needs replacement and re-roofing

#5 - ELECTRICAL:

- 0 No repair needed
- 5 Minor repair
- 10 Replace main panel

#3 - SIDING/STUCCO:

- 0 Does not need repair
- 1 Needs re-painting
- 5 Needs to be patched and re-painted
- 10 Needs replacement and painting
- 10 Asbestos/Lead-Based

STRUCTURAL SCORING CRITERIA

- Sound: 9 or less
- Minor-Damage: 10 – 15
- Moderate-Damage: 16 – 39
- Substantial-Damage: 40 – 55
- Dilapidated: 56 and over

DILAPIDATED UNIT (Scoring 56+)

A unit suffering from excessive neglect, where the building appears structurally unsound and maintenance is nonexistent, not fit for human habitation in its current condition, may be considered for demolition or at a minimum, major rehabilitation will be required.

#1 Foundation	#2 Roofing	#3 Siding/Stucco	#4 Windows	#5 Electrical	TOTAL POINTS

Comments: _____

Surveyor Signature: _____ Date: _____



PART I GENERAL INFORMATION

Please print or type all information

COMMUNITY IDENTIFICATION			PROPERTY IDENTIFICATION (if different from Community)		
Community Name			Business Name		
Mailing Address			Mailing Address		
City	State	Zip Code	City	State	Zip Code
Contact (name/title)			Contact		
Phone Number			Phone Number		
Fax Number			Fax Number		
Email Address			Email Address		
Federal Tax ID Number:			Duns # / SSN		

Property Identification: _____

Street Address: _____

Legal Description: _____

Briefly Describe Property (building size/type/condition): _____



Attest

Typed Name/Title

Date

Part II: Redevelopment Program Application

General Information

Please print or type all information

Name of Individual Applying:			
Address:	City:	State:	Zip:
Telephone:	Fax:	E-mail:	
Project Name:			
Amount Requested:	Estimated project cost (attach a detailed budget worksheet)		
<p>NARRATIVE Attach a narrative that describes the project, including the scope of the demolition and any plans for the site post-demolition. Clearly describe in the narrative the extent to which the proposed project will achieve the following goals.</p> <p>Economic Vitality Increase employment opportunities, personal income growth, business success, and community revenues.</p> <ul style="list-style-type: none"> a) Downtown Vibrancy (new infill development, enhancement of downtown) b) Commercial Site Assembly (property assembly for private redevelopment) c) Economic Diversification Strategies (transformative commercial uses, creative businesses) d) Redevelopment (partner with private sector to redevelop transitional properties, spur private investment) e) Support Existing Businesses 			
<hr/> Signature		<hr/> Date	



Budget Worksheet
(Include Contractor bids if applicable)

Activity	CCED Funds	Matching Funds	Other Funds	Sources of Matching or Other Funds	Total Funds
Redevelopment					
Total Budget					

CERTIFICATIONS

- a) There are no pending legal actions underway or being contemplated that would significantly impact the redevelopment of the property.
- b) There are no unpaid property taxes filed against the property
- c) There are no liens/assessments on the property or proof of any attached
- d) The property owner signing has full legal authority to sign.
- e) Make checks payable to (Required) _____

Community Signature Date

Property Owner Date

Attest Typed Name/Title Date



Commercial/Nuisance Demolition Agreement

In consideration of a grant for \$ _____ for _____
 from the Cuming County Economic Development, Inc. I, _____
 the undersigned Grantee, agrees to use the grant only for the purpose expressed in the approved
 Commercial/Nuisance Demolition Program Application:

- Agrees to have the property inspected and condemned by a community representative to receive approval.
- Agrees to maintain records of expenditures and receipts.
- Agrees to present a final report with a full accounting of the way the funds are spent, and copies of all paid receipts will be provided to the Cuming County Economic Development, Inc. within 30 days of the conclusion of the project. Failure to submit paid receipts will result in a potential loss by Grantee of funds.
- Agrees to periodically update the CCED Board of Directors on the progress of the project including the timeline and projected date of completion.
- Acknowledges that this is a 50/50 matching grant up to the approved amount. Grantee provides at least 50% of the projected funds which can be half in-kind and half cash.
- Agrees that an extension should be requested if cannot meet timeline guidelines. For projects that are not completed within the timeline without authorization of an extension, the grant will immediately be terminated and funds will not be distributed.
- The individual signing the Grant Agreement hereby represents that he/she is duly authorized to exercise such agreement in capacity in which he/she is executing the same.

 Property Owner

 Date

 Co-Property Owner

 Date

*****OFFICE USE ONLY*****

 Received On Date

 Executive Director Signature