



Buchanan Home Demolition Program - Round 1

Program Purpose

The purpose of this program is to offer residents of the Northside Neighborhood in the City of Buchanan, MI, financial assistance to address immediate health and safety concerns with their homes. We plan to grow and expand this program over time to offer it to more residents in the future as resources become available.

This program is funded through a grant by the Hunter Foundation to the City of Buchanan.

- A. Buchanan Home Repair Program is a forgivable loan program that offers assistance to owners of single-family occupied homes within the City of Buchanan's Northside Neighborhood. (Please see attached Map)
- B. Assistance is provided on a need basis and is designed to provide one-time assistance to qualified homeowners where demolition has been deemed necessary. At property locations that pose a serious or immediate threat to the health, safety, or welfare of the Northside Neighborhood.
- C. Financial assistance for demolition may be granted to remedy public safety/emergency conditions as stated in the Eligible Activities section of this guideline.

Funding for qualified applicants will be considered on a case-by-case basis and only as funding is available. Eligible projects will be recommended by the Review Committee and approved by the City Commission.

Eligible Properties

To be eligible for a Buchanan Home Repair loan, an applicant and dwelling shall meet all of the following criteria:

- A. **Location of Property** - The home must be located within the Northside Neighborhood of the City of Buchanan, Michigan
- B. **State of Property** - The home must be determined to be uninhabitable, beyond reasonable repair, and presents public safety concerns and emergency conditions.
- C. **Commencement of Work** - Eligible properties can submit applications for demolition costs incurred as of _____, 2024 (or such other date as may be approved by the City Commission).



What Grants Are Available?

The approved grant amount will be determined on a case-by-case basis. Proposed demolitions will undergo 3 demolition bids and the Review Committee will work with the property owners to determine the most responsible and responsive bid.

Grants are subject to Federal and State taxes, and are reported to the Internal Revenue Service on Form 1099. You are required to provide your taxpayer ID number or social security number as part of the Buchanan Home Repair Program Agreement. Property owners should consult their tax advisor for tax liability information.

Eligible Activities

- Demolition of structure and grading of site and environmental remediation, as needed.

Improvements not specifically listed as eligible are subject to review as to eligibility and approval or disapproval by the Review Committee.

The Review Committee will consider the appropriateness of proposed improvements.

Approval of Buchanan Home Demolition Program Agreement

In the event that the total amount of the proposed demolition costs exceed the amount budgeted for the program for that fiscal year, the applications which cannot be approved due to budget limitations will be carried over for consideration during the following fiscal year and/or as funding becomes available.

Commencement of Work

After the Home Demolition Program Agreement is approved by the City Commission, applicants may obtain a demolition permit and begin the work. **DO NOT START BEFORE – APPLICANTS WILL NOT BE GUARANTEED TO BE REIMBURSED FOR WORK DONE PRIOR TO CITY COMMISSION APPROVAL OF THE HOME DEMOLITION PROGRAM AGREEMENT.**

BUCHANAN HOME DEMOLITION PROGRAM – STEP-BY-STEP PROCESS

1. Review the Program Description and contact the Community Development Department to see if the demolition you are considering is eligible.
2. Define the scope of your proposal. This may involve consulting with a contractor or other relevant professional
3. Complete this application including appropriate plans and description of work to be done.
4. Submit a home demolition program application to the Buchanan City Hall, Community Development Director, 302 N. Redbud Trail, Buchanan, MI 49107
5. If necessary, revise plans and return to the Community Development Department for second review.
6. Submit final revised plans, estimates, proof of Zoning Approval and signed Home Demolition Program Agreement to the Community Development Department Office.
7. Community Development Director will approve or disapprove content of Home Demolition Program Agreement.
8. Application and grant agreements are reviewed and recommended by the Review Committee and forwarded to the City Commission for their review and approval.
9. Apply for a permit through the Building Department Office as needed.
10. Pick up permit at Building Department Office when notified.
11. Request payment per approved plans and call Building Department Office to schedule inspections as required.
12. Finish Demolition.
13. Call the Building Department Office for final inspection as needed.



BUCHANAN HOME DEMOLITION PROGRAM AGREEMENT

Application Form

1. Applicant Information

NAME: _____

TAX ID#/SOCIAL SECURITY #: _____

HOME ADDRESS: _____

BUSINESS PHONE: _____ HOME PHONE: _____

EMAIL: _____

2. Project Information

BUILDING AGE: _____

BUILDING ZONED AS: _____ PARCEL NUMBER: _____

OWNER OF RECORD: _____

3. Project Description

Describe in detail the proposed scope of work including contractor(s) and/or relevant professional(s) selected. Use a separate sheet(s) if necessary.

Anticipated Construction

Start Date: _____ Completion Date: _____ Total Project Cost: _____

4. Mortgage Information

Is there a current Mortgage on the property: YES _____ NO _____

If YES, Holder of Mortgage: _____

Date of Mortgage: _____

Original Amount: _____ Current Balance: _____

Are there any other loans, liens, deed restrictions on the property: YES

_____ NO _____

If YES, please list:

Provide evidence that loans secured by the building are current.

Other Required Documentation

1. Proof that all property taxes are paid and current
2. Project budget
3. Photographs of the proposed project site

I/We certify that all information set forth in this application is a true representation of the facts pertaining to the subject property for the purpose of obtaining funding under the Buchanan Home Repair Program. I understand and acknowledge that any willful misrepresentation of the information contained in this application could result in disqualification from the program, requiring any funds already disbursed to be repaid in full to the Buchanan Community Development Department.

The applicant further certifies that he/she has read and understands the Buchanan Home Repair Program Guidelines. If a determination is made by the Commission that program funds have not been used for eligible program activities, the Applicant agrees that the proceeds shall be returned, in full, to the Buchanan Community Development Department and acknowledges that, with respect to such proceeds so returned, he/she shall have no further interest, right, or claim. It is understood that all Buchanan Home Repair Program funding commitments are contingent upon the availability of program funds.

Signed this _____ day of _____, 20 _____

By: _____

Attachment 1: Eligible Location - Northside Neighborhood

