



Policy: City Demolition Assistance Grant

Adopted by Resolution: _____

Date: _____

The City of Oelwein ("City") wants to improve the community by removing structures that are found by the City Council to be either unsafe and uninhabitable by residents, or in such a condition as to not be safely occupied for commercial purposes. To help achieve this goal, the City Council found it appropriate, and in the public interest, to provide for a "Demolition Assistance Grant" to promote and assist with the demolition expenses of such structures.

Program Rules:

- The maximum award shall not exceed fifty percent (50%) of the eligible demolition expenses or five thousand dollars (\$5,000.00), whichever is less.
- The Council will consider the following factors during review and consideration of Applications:
 - Whether Applicant will be adding the property where demolition is proposed to occur to adjacent property owned by Applicant.
 - The Council will give additional weight and value to Applications under this circumstance.
 - In considering whether 'value' is added, the Council may consider whether the adjoining property will, in the opinion of the Council, be more appealing, and, therefore, likely more valuable, after demolition.
 - Whether Applicant will be adding value to the property by the construction of improvements on the property.
 - Timelines and certainty of proposed improvements to the property.

Program Procedure:

- Applicant to complete and submit City Demolition Assistance Application.
- Applicant to provide at least two (2) demolition bids with the Application.
- Before Council consideration of Application, City Code Enforcement staff must be allowed access to complete an inspection of the property, after which a written inspection report will be generated.
- Completed Applications with Inspection Reports will be reviewed by the City "Planning, Finance, Enterprise, and Economic Development Committee" ("Committee") for recommendation to the City Council.
 - The Committee meeting will be a public meeting and Applicant will be given advance notice of the date and time of the meeting at which the Application will be considered.
 - Committee may recommend funding, denial of funding, partial funding, or funding, full or partial, subject to conditions.



- Committee recommendation will be provided to City Council for consideration at a regular or special meeting of the City Council. Applicant will be given advance notice of the date and time of the Council meeting.
- If City Council approves partial or full funding, the Applicant will be given written notice of the approval, and any conditions that may apply.
- After approval:
 - Applicant moves forward with chosen contractor to plan the demolition.
 - Prior to demolition, Contractor pulls a demolition permit from the City.
 - After completion of demolition, as confirmed by City code enforcement inspection, the Applicant submits proof of expenses, in a manner deemed acceptable to the City, including but not limited to landfill tickets and copies of paid invoices.
- Upon completion of demolition and submission of evidence of eligible expenses as noted above, the City will reimburse Applicant the appropriate sum, consistent with prior City Council approval.
- Should City staff find that reimbursement is not warranted, whether in the amount approved by the Council or in no amount at all, City staff shall report such conclusion(s) to the Applicant in writing, with appropriate analysis and explanation
 - Applicant may appeal the City staff determination to the City Council by written appeal to be submitted to the City Council within seven (7) working days of the City staff decision.

Because circumstances may vary from application to application, and project to project, the City Council reserves discretion to vary from the above and foregoing project guidelines when deemed appropriate and otherwise found to be in the best interest of the City.