

DEMOLITION ASSISTANCE PROGRAM

June 3, 2019

The City of Medicine Lodge Planning administers a Demolition Assistance Program as part of the city's larger effort to improve the quality of life for the entire community. Removal of dilapidated structures helps improve community health, reduces crime, and allows for redevelopment opportunities. This program is funded through a combination of federal funds through city funds, and state and federal grants, if available.

Financial assistance is available dependent upon the scope of the demolition project. However, to receive assistance, the following requirements must be met:

1. The structure to be demolished must be located within the City limits of Medicine Lodge.
2. The structure must be declared dilapidated, blighted, or be otherwise found a hazard by the governing body.
3. Project must be completed within 180 days of execution of a development agreement.
4. Property owner must submit a completed application and a refundable \$25.00 fee.

Financial Programs and Assistance Limitations :

Option 1

Reimbursement option

The City will reimburse qualifying property owners 50% of demolition cost not to exceed \$ 5,000.

Option 2

Low cost financing

The City will use available funds up to \$10,000 to directly pay a licensed contractor to demolish a structure on behalf of the property owner. The property owner will repay the City via an assessment on their utility bill over a 60-month term.

The City's Administration Department carries out the functions necessary to establish your eligibility for the Demolition Assistance Program. If the application is determined to be eligible for the program the City Administration will recommend approval by the Governing Body. Copies of cost estimates, contract documents, specifications, inspections and payment records will be provided to the City. Final payment will not be made until copies of all required documents are provided to the City.

Exhibit A

A maximum of \$ 10,000 in financial assistance is available per structure in assistance to raze properties under the Demolition Assistance Program. The property owner is responsible for soliciting bids as required from licensed, bonded and /or insured demolition contractors for properties to be address through the Demolition Assistance Program.

Anyone interested in participating in the Demolition Assistance Program should call 620.886.3908 or visit the City Hall at 114 W First Avenue, Medicine Lodge, KS 67104. All applicants are required to complete an application form. Based upon the applicable program, applicants may also be required to submit a personal financial statement, income verification, a copy of the property deed, tax returns or a corporate certification.

Should you have an interest in selling or donating your property, either before or subsequent to demolition, City staff may be able to assist you in contacting prospective recipients.

It should be noted that the availability of demolition program funding may vary from year to year. Applications are accepted, evaluated and funded on a first in / first out basis but are welcomed at any time.

Demolition Assistance Program

Application Procedures

1. Applications are available in the Administration Department located at 114 W First Avenue Medicine Lodge, KS. Applications can also be mailed, faxed, or e-mailed by those who are interested in applying.
2. Applications must be completed accurately and all supporting documentation must be included. If assistance is needed in completing the application an appointment with the City Administrator can be set up to give assistance. All information must be returned to City Hall upon completion. Questions regarding application procedures should be directed to the City Administrator at 620.886.3908
3. If approved for funding the property owner will enter into a Developer's agreement with the City, which will establish time frame for demolition and conditions for site restoration.

Demolition Assistance Program

Submittal requirements

Individuals

- Completed application form
- Copy of Property Deed
- Copy of Parcel Details showing market values for the land and structure (available from Barber County Appraiser's Office)
- Copy of itemized demolition and disposal costs
- Letter from the State Historic Preservation Officer (if located in historic district)
- Summary of Plan for Redevelopment

501 [C][3] Corporations

- Completed application form
- Copy of Property Deed
- Copy of Parcel Details showing market values for the land and structure (available from Barber County Appraiser's Office)
- Copy of itemized demolition and disposal costs
- Letter from the State Historic Preservation Officer (if located in historic district)
- Certificate of Corporate Status as a 501(c)3
- Summary of Plan for Redevelopment

Other Corporations, Partnerships, and Sole Proprietorships

- Completed application form
- Copy of Property Deed
- Copy of Parcel Details showing market values for the land and structure (available from Barber County Appraiser's Office)
- Copy of itemized demolition and disposal costs
- Letter from the State Historic Preservation Officer (if located in historic district)
- Certificate of Corporate / Partnership Status
- If Sole Proprietorship – Copy of prior year Schedule C
- Summary of Plan for Redevelopment