CITY OF VALLEY FALLS
STRUCTURE DEMOLITION ASSISTANCE PROGRAM

The Governing Body of the City of Valley Falls have determined that the following incentive program is in the best interests of the health, safety, and welfare of the Valley Falls community. To encourage the removal of dilapidated structures in this community, the City of Valley Falls will assist with a portion of demolition costs for eligible structures within the City, subject to the conditions set forth herein.

This program shall be applicable to residential and commercial structures located within the corporate limits of the City of Valley Falls. The term dilapidated shall mean any condition characterized by, but not limited to holes, breaks, rot, decay, crumbling, cracking, peeling or flaking paint, rusting, or other evidence of physical damage, neglect, lack of maintenance, excessive use or weathering. The operation of this program is contingent upon the Governing Body appropriating sufficient funds in the annual budget to support this program. Total budget funds appropriated to the program may vary from year to year. The program funding cycle begins January 1 and ends December 31 of each year.

The City may participate in the Structure Demolition Assistance Program as set forth below, and the property owner may apply for a fifty percent (50%) reimbursement, with a maximum reimbursement from the City of $5000 per person per year. This program is reimbursement based; the property owner shall be responsible for payment of all the cost of structure demolition and removal.

Expenses eligible for reimbursement include structure demolition, structure removal, and the removal of vegetation done in conjunction with the demolition of a structure. Expenses not eligible for reimbursement include activities subsequent to structure removal such as reseeding, new landscaping, and site preparation for new construction.

The demolition of a dilapidated structure may be initiated either upon the property owner's filing of a written request for City assistance at City Hall or at the request of the City Code Enforcement Officer. If the City initiates the process by sending written notification to the property owner of the requirement to demolish a dilapidated or dangerous structure, the written letter will also inform the property owner of the availability of this Structure Demolition Assistance Program.

Applications for this program may be obtained from the City Hall. The timetable and process for this program will be substantially as follows:

1.   The property owner must file a Structure Demolition Assistance application with the City Clerk. Application forms may be obtained from the City Hall. Completed applications should be submitted to the City Clerk and must include:
   a) Completed application for Demolition Permit
   b) Completed application for Structure Demolition Assistance
   c) Two (2) bids for the removal of the structure by reputable contractors

2.   Within ten (10) days after receiving a completed application for assistance, the City Code Enforcement Officer or his/her designated representative shall inspect the structure identified for demolition. Within this same time period, the City Administrator will determine if the application is approved or not approved and inform the applicant of the application status. If the application **is not approved,** the City Administrator will explain the rejection.

3.   City assistance shall be on a first come, first-served basis. If applications exceed funding, priority shall be given to structures posing an imminent danger and to those in the worst condition as determined by the Code Enforcement Officer.

4.   A contractor hired by the property owner shall perform the demolition, subject to normal City demolition permit requirements. If the work is not completed within ninety (90) days of the Code Enforcement Officer's approval of the application, the application shall be voided, and any request for funding would be considered a new application

5.   Within thirty (30) days of structure demolition and removal, the property owner shall submit to the City Clerk receipts showing payment for work performed particular to the location and the work done. If the contractor performs work on-site beyond structure demolition and removal, the invoice must be itemized.

6.   The City shall determine whether a property owner is eligible for reimbursement and the extent of reimbursement. Eligibility will be determined according to the following guidelines:

   (a)   The City Office and any other party providing utility service to the structure must be contacted prior to beginning of the demolition of the structure.

   (b)   The lot must be leveled and seeded back to grass or prepared for new construction. Weeds and overgrown vegetation must be removed.

7.   After the City determines the extent, if any, to which the property owner is eligible for reimbursement, the City Clerk will prepare reimbursement, subject to council approval of claims as is customary.

The City will not perform any of the following actions:

   1.   demolition of the structure
   2.   removal of vegetation
   3.   grading of land
   4.   seeding of grass
   5.   recommendation of any particular contractor

Structure Demolition Assistance Program

APPLICANT INFORMATION

NAME: (LAST)	(FIRST)	(M.I)

ADDRESS: STREET

CITY	STATE	POSTAL CODE

PHONE #	EMAIL:

PROPERTY / STRUCTURE INFORMATION

ADDRESS: STREET

CITY Valley Falls	STATE KS	POSTAL CODE 66088

LEGAL DESCRIPTION:

NUMBER OF STRUCTURES ON PROPERTY:

DEMOLITION PLANS

EST. BEGIN DATE:	EST. END DATE:

MATERIAL DISPOSAL SITE:

INTENDED USE OF PROPERTY AFTER DEMOLITION:

Please verify that the following documents are attached:

- ☐ Building Permit Application – Demolition
- ☐ Two (2) bids for demolition & removal
- ☐ Aerial photo with structure identified for demolition

_____   _____
Applicant Signature   Date

APPROVED BY:

_____   _____
Signature   Title

_____   _____
Printed Name   Date