



Wells HRA Blighted Residential Property Demolition Grant Program Guidelines

A. Goals and Objectives

1. The program seeks to partner with private property owners to eliminate blighted residential structures which are eyesores, detriments to the community, pose health and safety risks or inhibit the development of property to its best use. The HRA grant award is 50% of eligible project costs with a maximum award of \$8,000;
2. The program provides financial assistance to private property owners to remove blighted structures; and
3. The program encourages reinvestment in properties in the city of Wells.

B. Qualifying Criteria, Building Eligibility and Occupancy Status

1. Structures must be located within Wells city limits.
2. Structures must be vacant.
3. The applicant must own the blighted structure. Applicants who are seeking to purchase a blighted property shall be eligible to apply for the program once they are the titled owners of the structure.
4. Primary consideration will be given to vacant single-family dwellings.
5. Secondary consideration will be given to structures being razed for redevelopment of residential dwellings.
6. Consideration will also be made for the demolition of accessory buildings on parcels serving an owner-occupied dwelling.
7. Eligible costs are direct demolition and removal costs including razing structures, foundation removal, fill and grading. Ineligible costs include removal of refuse on property or in structure, tree removal, etc.
8. City of Wells employees, board and commission members and city council members are not eligible applicants.
9. A structure may be considered blighted if it meets one or more of the following situations:
 - a. Structures considered unsanitary or unsafe for occupation due to dilapidation, deterioration, defective design or physical construction, inadequate utilities or facilities, lack of ventilation and/or contamination by hazardous substances.
 - b. Structures which hinder the economically viable use of property or adjacent properties.
 - c. Structures not economically feasible to rehabilitate (e.g. structural issues, damage caused by water or fire, etc.).



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C. Program Administration, Application Process and Procedures

1. Applicants shall submit the following:
 - a. A completed grant application
 - b. Before photos of the structure(s) from all four (4) sides.
 - c. Two (2) demolition estimates from licensed contractors.
2. All applications will be reviewed/approved/denied by the HRA.
3. Grant awards are not guaranteed by the HRA.
4. The HRA reserves the right to discontinue the program at any time.
5. Once completed applications are received, the Building Official, City staff, or a member of the HRA must conduct a site visit to determine if the property qualifies as a blighted structure.
6. No grant shall be awarded for work completed prior to Board approval.
7. The approved applicant will have 180 days from the date of approval to complete the demolition process.
8. Award deadlines may be extended by written request to the HRA.

D. Grant Award and Reimbursement Process

1. Applicant must apply for a City of Wells Demolition Permit.
2. Applicant will notify City staff when demolition is to occur so that demolition photos may be taken.
3. Reimbursement may only be requested by submitting the following to the HRA:
 - a. Copy of Demolition Permit
 - b. Demolition receipts from licensed contractor.
 - c. Demolition material receipts showing materials were taken to a licensed refuse facility.
 - d. If hazardous materials were present, documentation must be submitted demonstrating the materials were appropriately disposed of by a licensed hazardous waste removal contractor.
 - e. Proof of your payment to contractor(s).
 - f. Photos of property demonstrating lot was properly graded and seeded after the demolition.

Wells Housing and Redevelopment Authority's Mission Statement:

"To provide assistance and advocacy in the development of affordable housing for low and moderate-income families and act as a catalyst for the upgrading of existing housing stock in the city of Wells."

Wells HRA
Blighted Residential Property Demolition Grant Application

Applicant's Name:	Applicant's Address:
Applicant's Contact Number:	Applicant's Email:
Project Address:	<i>Project PIN(s) (for office use):</i>

Grant Qualifying Criteria, Building Eligibility and Occupancy Status

- ☐ Structures must be located within Wells city limits
- ☐ Structures must be vacant
- ☐ Applicant owns the blighted structure
- ☐ Single family dwelling or
- ☐ Property being razed for redevelopment of residential dwellings or
- ☐ Accessory buildings on parcels serving an owner-occupied dwelling

Grant Demolition Estimates

Contractor	License Number	Estimate Amount	50% of eligible expenses (For office use)

Grant Requested

\$	Maximum award is \$8,000
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Applicant's Signature _____ **Date** _____



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Application Checklist

- ☐ Completed grant application
- ☐ Before photos of the structure(s) from all four (4) sides.
- ☐ Two (2) demolition estimates from licensed contractors.

Submit application materials to:

Wells HRA
125 S. Broadway
Wells, MN 56097
Phone: 507-553-6171
Fax: 507-553-5126
cityhall@cityofwells.net



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(Applicant to retain for grant reimbursement)

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Reimbursement Checklist

- ☐ Copy of Demolition Permit
- ☐ Demolition receipts from licensed contractor.
- ☐ Demolition material receipts showing materials were taken to a licensed refuse facility.
- ☐ If hazardous materials were present, documentation must be submitted demonstrating the materials were appropriately disposed of by a licensed hazardous waste removal contractor.
- ☐ Proof of your payment to contractor(s).
- ☐ Photos of property demonstrating lot was properly graded and seeded after the demolition.