



# Demolition & Reclamation Program Guidelines

## STATEMENT OF PURPOSE

The Kimball Demolition and Reclamation Program is intended to provide financial assistance for businesses or organizations located within the corporate limits of the City of Kimball to provide direct or indirect financial assistance for the demolition of commercial and residential properties. The Purpose of the LB840 Loan and Grant Program is to create jobs, retain existing jobs, contribute to sales tax base, contribute to the property tax base, and to provide essential products or services.

## FUNDING

This program is administered by the City of Kimball Economic Development Department. For general funding guidelines in regards to the City of Kimball Economic Development Plan, please refer to Section VIII Section A in the Economic Development Plan handbook. Funding is available for improvements to commercial buildings owned or leased by businesses located in commercially zoned areas of Kimball, Nebraska with a funding priority being given to downtown building projects.

A business is eligible to apply for both the Business Improvement Grant and the Demolition and Reclamation Program Grant. A business can not receive more than \$25,000 combined in Business Improvement Grants and Demolition and Reclamation Grants per fiscal year and per legal parcel identification. Legal parcel identification can be found on the Kimball County Assessor's GIS website. The improvement project must be a minimum of \$1500. Project reimbursement is to be paid after work is completed. Only actual costs of demolition activities (landfill, contractor, asbestos, etc.) will be reimbursed. **If the project is \$10,000 or more, work must be performed by a licensed contractor.**

**Grant funding is a 60/40 match. Funding will be paid not to exceed \$25,000 per legal parcel.**

**Example:** An applicant's project cost is \$15,000.

- Project will be paid at a 60/40 match; applicant would receive \$9,000.

## PROGRAM GUIDELINES

- Applicants must be the property owner or have written permission from property owner.
- Applicants and project contractors must meet all applicable zoning requirements, obtain any approved permits, and must meet all state and local regulatory codes.
- Applicants must submit a complete application within 120 days of project completion.
- Applicants must have an application review meeting (in person or via phone call) with the Economic Development Coordinator.
- Applicants must file any and all necessary permits required with the City Building Official.
- Sales tax, building permits fees, inspections are not considered part of overall project cost.
- If applicant is unable to complete work, or contract with a craftsman, within 365 days from application approval, then applicant must contact the Economic Development Coordinator and inform them that an extension is required. Extensions may be granted with approval from the Loan Advisory Committee.
- Applicants who are not contractors are eligible to receive credit for up to \$500 for labor performed by oneself, friends, or family. Tasks shall be outlined, work must be of professional quality, and initial application must include this estimate as part of the overall cost of project/eligible activity. Cost will be based on \$10.00 an hour.

- Applicant shall endeavor to secure materials locally if possible and practical.
- No materials or work will be considered part of the grant project until the application and work project are approved, and applicant has been notified.
- Applicant shall attempt to honor general maintenance guidelines on historic buildings when possible or practical.

### **REQUIRED SUPPORTING DOCUMENTATION**

- A completed and signed application form.
- If applicable, a copy of all necessary permits signed by the City Building Official.
- A written statement from property owner if applicant does not own the building, which includes reasoning as to why the building owner is not the applicant.
- Any lead based paint, asbestos material or hazardous material reports.
- Any receipts associated with the cost of the project.
- A sketched design of proposed improvements (if applicable).
- Before and after pictures of the project.

### **GRANT PROCESS**

After the grant application has been received and reviewed by Economic Development it will go to the Loan Advisory Committee. The Loan Advisory Committee will make a recommendation (approval or disapproval) to the City Council. Economic Development will notify the applicant of City Council's decision. Before payment disbursement, all project work must be completed and verified by Economic Development. Paid receipts and canceled checks must be turned into Economic Development before payment disbursement. If an applicant chooses to pre-purchase supplies, applicant shall do so at their own risk as the project may not be approved due to fund availability or project ineligibility.