

# CUMBERLAND COUNTY DEMOLITION FUND

## AUTHORIZATION

Act of November 4, 2016, P.L. 1170, No. 152, Amending P.L. 210, No. 87 (4/8/1982) of the Commonwealth of Pennsylvania (42 P.S. §21052.2) provided the Cumberland County Board of Commissioners with the power to authorize the Recorder of Deeds of Cumberland County to charge and collect a fee for each deed and mortgage recorded in order to establish a demolition fund to be used exclusively for the demolition of blighted property situated in the County (the “Demolition Fund”).

## PROGRAM ADMINISTRATION AND DELIVERY

By Resolution 2020-24 the Board of Commissioners designated the Redevelopment Authority of the County of Cumberland as agent of Cumberland County to administer the Demolition Fund.

## BLIGHTED PROPERTY DEFINED

Blighted Property is defined as a property which meets at least three of the criteria listed below:

- 1) The building or physical structure is a public nuisance.
- 2) The building is in need of substantial rehabilitation and no rehabilitation has taken place during the previous 12 months.
- 3) The building is unfit for human habitation, occupancy or use.
- 4) The condition and vacancy of the building materially increase the risk of fire to the building and to adjacent properties.
- 5) The building is subject to unauthorized entry leading to potential health and safety hazards and one of the following applies:
  - (A) The owner has failed to take reasonable and necessary measures to secure the building.
  - (B) The municipality has secured the building in order to prevent such hazards after the owner has failed to do so.
- 6) The property is an attractive nuisance to children, including, but not limited to, the presence of abandoned wells, shafts, basements, excavations and unsafe structures.
- 7) The presence of vermin or the accumulation of debris, uncut vegetation or physical deterioration of the structure or grounds has created potential health and safety hazards and the owner has failed to take reasonable and necessary measures to remove the hazards.
- 8) The dilapidated appearance or other condition of the building negatively affects the economic well-being of residents and businesses in close proximity to the building, including decreases in property value and loss of business, and the owner has failed to take reasonable and necessary measures to remedy appearance or the condition.

9) The property is an attractive nuisance for illicit purposes, including prostitution, drug use and vagrancy.

## **PROGRAM GUIDELINES**

The following program guidelines have been established in order to carry out the Demolition Fund Plan.

### **ELIGIBLE APPLICANTS**

Cumberland County Demolition Fund is available to Cumberland County municipalities, public authorities, non-profit entities, for-profit entities or individual residents for the purpose of blight demolition.

### **ELIGIBLE PROJECTS**

Eligible projects include any residential, commercial, institutional or industrial property located in Cumberland County that meets the blighted property criteria, as defined herein. Projects must begin within ninety (90) days of the executed grant agreement. Projects must be completed within one (1) year of the executed grant agreement. Projects that require emergency demolition prior to submission of grant application may only be reimbursed for work that has begun sixty (60) days prior to the application. Proof must be provided from the municipality or lending agent that demolition was necessary.

### **ELIGIBLE USE OF FUNDING**

Demolition Fund activities are those that include the proper removal of hazardous materials, the disconnection of utilities, the obtaining of proper demolition permits, the razing of structures, the proper disposal of demolition waste, the backfilling and regrading of the site, the placement of cover materials such as seeding or gravel, and site clean-up.

### **GRANT AGREEMENT**

A successful applicant (the “grantee”) will be required to enter into a grant agreement with the Redevelopment Authority of the County of Cumberland defining the obligations of the grantee, the terms and conditions for reimbursement and the eligible use of grant funds.

### **FUNDS**

Applicants may request up to \$50,000 in grant funds per application. Applicants must show proof of all other sources of funds to complete the project. Funds are provided as reimbursements for work completed. Applicants must provide a match of at least 25% of the total project cost. Municipalities and public authorities may request a waiver of the match requirement due to financial hardship or project necessity.

### **SITE CONTROL/OWNERSHIP**

Applicants must identify and demonstrate site control or legal ownership at the time of application through project completion and final reimbursement. Site control requires municipalities to demonstrate that they are able to exercise necessary police powers or alternative legal authority to enable demolition of the proposed property.

### **COST ESTIMATE**

A cost estimate prepared by a certified engineer, architect or contractor must be submitted with each application. Estimates must be signed and dated by the certified professional. Cost estimates are subject to the following:

1. Asbestos reports are required for commercial, industrial, institutional or multi-unit (exceeding 4 units) residential properties and must be submitted with the application.

Asbestos remediation will be required for any project containing asbestos and is an eligible project cost.

2. Any project with a total cost of \$25,000 or more will be subject to Pennsylvania Prevailing Wage rates.

### **BLIGHT CHECKLIST/CERTIFICATION**

All applications must include the Blight Checklist signed by with municipal code official/inspector in which the property is located. Applications will not be reviewed without a signed Blight Checklist from the municipality. A property must meet three of the blighted property criteria to be eligible for funding.

### **ADDITIONAL CRITERIA**

All applicants must provide a letter to the municipality notifying them of the grant application. For municipal applicants, minutes from a meeting will qualify as notification.

All applicants will be reviewed for any additional property tax arrears throughout Cumberland County. Any applicants with any property tax delinquency within Cumberland County will not be eligible for the Demolition Fund.

### **PRIORITIES**

Applications will be reviewed on a rolling basis and awarded contingent on available funding.

Municipal Applications for Emergency Demolition are a priority for funding. Applications with a public/private component with plans for reuse of the site are also considered a priority. Properties that have been certified as “blighted” by the Cumberland County Blighted Property Reinvestment Board will receive preference. All other applications will be reviewed and evaluated for completeness and feasibility.

### **APPLICATION FEE**

All applicants, except for municipalities or public authorities, are required to submit a \$100 application fee with their completed application. The application fee should be made payable to the Redevelopment Authority of the County of Cumberland.

### **APPLICATION SUBMISSION**

Completed application and \$100 application fee should be submitted to:  
Redevelopment Authority of the County of Cumberland  
Demolition Fund  
114 N Hanover St.  
Carlisle, PA 17013  
Or submit via email to [mkuna@cchra.com](mailto:mkuna@cchra.com).

# CUMBERLAND COUNTY DEMOLITION FUND APPLICATION

Applicant Name: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Type:    Government            Non-Profit            For-Profit            Resident

Applicant Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Project/Property Address: \_\_\_\_\_

Municipality: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Property Owner Address: \_\_\_\_\_

Current Building Use: \_\_\_\_\_

Type:            Residential            Commercial            Industrial            Institutional

Proposed Future Use: \_\_\_\_\_

Amount of Funds Requested: \$ \_\_\_\_\_

Amount of Other Funding Sources: \$ \_\_\_\_\_

Total Project Cost: \$ \_\_\_\_\_

**CURRENT CONDITIONS AND LOCATION:**

Provide a description of the property to be demolished, site restoration activities and description of future use:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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ATTACH ADDITIONAL PAGE IF NEEDED

**PROJECT FUNDS (APPLICANTS MUST PROVIDE A 25% MATCH):**

| Source of Funds | Amount | Secured | Pending |
|-----------------|--------|---------|---------|
|                 |        |         |         |
|                 |        |         |         |
|                 |        |         |         |
|                 |        |         |         |

**ATTACH THE FOLLOWING:**

- Maps and Photos (map of the site and photos of front, back, sides and interior (if possible) of the property)
- Proof of Ownership or Site Control (copy of deed or if not the owner, provide additional evidence of site control, owner notifications, owner authorizations, proof that the property was served, etc.)
- Cost estimate prepared by a certified engineer, architect or contractor that is signed and dated by the certified professional
- Proof of other project funding sources (bank or financial statements, loan commitments, etc.)
- If property is in emergency demolition stage, provide proof from municipal or lending agency
- Blight Checklist/Certification signed by municipal code official/inspector
- Copy of municipal notification letter or meeting minutes acknowledging application for funding
- \$100 application fee (public entities are exempt)

**Acknowledgement:**

I certify that the information presented in this application is true and accurate to the best of my knowledge. I certify that I do not own any properties in Cumberland County that have delinquent taxes. The undersigned further understand(s) that providing false representations herein constitutes an act of fraud.

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*Signature*

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*Date*

# CUMBERLAND COUNTY DEMOLITION FUND BLIGHT CHECKLIST

\*To be completed by municipal code official/inspector

Property address: \_\_\_\_\_

Municipality: \_\_\_\_\_

| Condition of Blight   | Yes/<br>No |
|---|------------|
| The building or physical structure is a public nuisance.  |            |
| The building is in need of substantial rehabilitation and no rehabilitation has taken place during the previous 12 months.  |            |
| The building is unfit for human habitation, occupancy or use.   |            |
| The condition and vacancy of the building materially increase the risk of fire to the building and to adjacent properties.  |            |
| The building is subject to unauthorized entry leading to potential health and safety hazards and one of the following applies:<br><br>(A) The owner has failed to take reasonable and necessary measures to secure the building.<br><br>(B) The municipality has secured the building in order to prevent such hazards after the owner has failed to do so. |            |
| The property is an attractive nuisance to children, including, but not limited to, the presence of abandoned wells, shafts, basements, excavations and unsafe structures.   |            |
| The presence of vermin or the accumulation of debris, uncut vegetation or physical deterioration of the structure or grounds has created potential health and safety hazards and the owner has failed to take reasonable and necessary measures to remove the hazards.  |            |
| The dilapidated appearance or other condition of the building negatively affects the economic well-being of residents and businesses in close proximity to the building, including decreases in property value and loss of business, and the owner has failed to take reasonable and necessary measures to remedy appearance or the condition.              |            |
| The property is an attractive nuisance for illicit purposes, including prostitution, drug use and vagrancy.   |            |

Name/Title of person completing the checklist: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

I agree that all the information presented within this form is accurate and true to the best of my knowledge.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*