



LUZERNE COUNTY RENTAL HOUSING PROGRAM

OBJECTIVE: The objective of the County's Rental Housing Program is to preserve affordable rental housing opportunities through the preservation of existing rental units and the development of new rental units. These efforts will focus on all segments of the low-income population with special emphasis on the creation of units for families with children. Properties must be located in an area where it has been determined that there is a shortage of rental housing. Preference will be given to projects that promote mixed income neighborhoods and neighborhood revitalization.

ELIGIBLE PROPERTIES: Properties must be located in Luzerne County and must be owned or leased by the developer. If purchasing the property through the program a signed sales agreement will be required. If leased, the term of the lease must, at a minimum, coincide with the term of the period of affordability.

ELIGIBLE FUNDING RECIPIENTS: Non-profit community based organizations and for profit private developers. Special consideration will be given to applicants who have a proven track record for developing rental housing.

ELIGIBLE ACTIVITIES:

- Acquisition and/or rehabilitation of existing properties
- Acquisition and demolition of sub-standard properties for purposes of new construction will be considered
- New Construction

If existing, property must be vacant or occupied by low income family that meets program requirements. Tenants cannot be asked to relocate in anticipation of applying for funds.

ELIGIBLE COSTS: Costs to acquire, rehabilitate, demolish and construct housing are eligible for funding.

PROGRAM FINANCING: Funding for the Rental Housing Program is derived from the County's HOME allocation and is based upon availability of funds and demand on the program. The amount and terms of funding for a specific project will be determined upon review of the application. In no instance will funding exceed the per unit subsidy limits as established by

HUD. All HOME dollars invested in a project shall be secured by a lien on the property. Program requirements will be enforced through deed restrictions placed on the property.

PROGRAM MECHANICS: Potential developers must submit an application to the County, along with required supportive documentation, including evidence of other funding sources, a clear scope of work, site plan and cost estimate for the project. There will be a minimum of 30 days for the Office of Community Development to determine if the project is eligible, to ensure availability of funds and to hold a public meeting. The project will then be submitted to the Luzerne County Board of Commissioners for consideration. Contingent upon approval by the Commissioners, a preliminary approval letter will be issued to the developer. A loan agreement will then be prepared by the County and a loan closing will be scheduled. County funds will not be made available until a loan closing has been held.

ADDITIONAL PROGRAM REQUIREMENTS:

- The project must be ready to commence within 6 months from approval.
- Developer must comply with requirements of the program for a period of affordability determined by the County.
- Completed HOME funded units must be rented to income eligible tenants.
- Developer must restrict rents to the maximum allowable through the HOME program throughout the period of affordability.
- Developer must recertify the income of all tenants in HOME funded units annually.
- All HOME units must be inspected and maintained to local and state code throughout the period of affordability.
- All projects utilizing County funds derived from the Federal government will be required to comply with Federal Labor Standards, including Davis Bacon Act, lead based paint requirements, as well as, any applicable regulations.

No person shall be discriminated against because of race, color, religion, sex, national origin, age, disability, or familial status.

FOR FURTHER INFORMATION CONTACT:

Luzerne County Office of Community Development
54 West Union Street, Wilkes-Barre, PA 18711
Wilkes-Barre – (570) 824-7214
Hazleton – (570) 459-1814
Pittston – (570) 693-3800

SPONSORED BY THE LUZERNE COUNTY BOARD OF COMMISSIONERS

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