

CITY OF WINCHESTER
LINCOLN STREET REDEVELOPMENT
PROJECT – PHASE I
URBAN RENEWAL/DEVELOPMENT
PLAN



CLARK COUNTY, KENTUCKY

JULY 2017

CITY OF WINCHESTER
LINCOLN STREET REDEVELOPMENT PROJECT –
PHASE I
URBAN RENEWAL PLAN



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LINCOLN STREET REDEVELOPMENT PROJECT – PHASE I
URBAN RENEWAL/DEVELOPMENT PLAN

INTRODUCTION

CHAPTER 1

PURPOSE

The City of Winchester has recognized the slums/blight condition of the Lincoln Street area and is initiating a Community Development Program. By initiating this Community Development Program, the City is recognizing and responding to accelerating deterioration, blighted conditions, a shortage of suitable housing for low and moderate income families in the community, and requests by area residents for assistance in upgrading their neighborhood. The city will apply for funding through the Kentucky Small Cities Community Development Block Grant Program to initiate a redevelopment project to address the properties contributing to the slums/blight condition. The current project will revitalize and improve living conditions in Phase I of the Lincoln Street Neighborhood.

The purpose of this Urban Renewal Plan (also known as a Development Plan) is to outline the actions to be taken for the implementation of the Community Development Program. This program will seek to stimulate and guide (through the activities specified herein) public and private investments to redevelop Phase I of the Lincoln Street Redevelopment Project Area. The project area as outlined in below is the focus of this Urban Renewal Plan.

To achieve this, the City of Winchester will initiate a Community Development Program to perform the activities specified in this plan in accordance with the provisions of the Kentucky Revised Statutes, Chapter 99.

In accordance with KRS 99.370(2) and KRS 99.540, this plan addresses the following topics:

1. Location, character and extent of public and private land ownership and uses proposed as part of the project.
2. Proposed land acquisition, demolition, and clearance activities.
3. Proposed redevelopment and improvements.
4. Proposed rehabilitation activities (if any).
5. Relationships of this plan to local development objectives, strategies and standards.
6. Maximum density and building requirements.
7. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (Uniform Act) to be followed by the City during relocation procedures.

EQUAL OPPORTUNITY-FAIR HOUSING POLICY

The City of Winchester provides equal housing opportunity and equal employment opportunity. The City of Winchester does not discriminate on the basis of on the basis of sex, race, color, religion, national origin, disability, status as a protected veteran, sexual orientation, gender identity or familial status. It is the policy of the City of Winchester to conduct its business in accordance with the Federal Fair Housing Law and Title VI of the Civil Rights Act of 1967, as amended by the Housing and Community Development Act of 1974. An aggrieved person may file a complaint of housing discrimination with the U.S. Department of Housing and Urban Development, Assistant Secretary for Fair Housing and Equal Opportunity, Washington, D.C. 20410.

The City of Winchester advises the public, employees and job applicants that in accordance with its Section 504 policy, the City does not discriminate on the basis of handicapped status in admission or access to, or treatment in its programs and activities. The city does not discriminate on the basis of handicapped status in its employment or contracting activities. The City of Winchester has designated Sharon Harrison, the Winchester Human Resources Manager, 32 Wall St., PO Box 40, Winchester, KY 40392-0040 as the person to contact to coordinate efforts to comply with all equal opportunity, Section 504 and fair housing requirements.

COMMUNITY BACKGROUND

Winchester is the county seat of Clark County, Kentucky. In 2010, the City of Winchester had a total population of 18,368 which is a 15% increase from 2000. According to the 2010 Census 18,014 (98.1%) persons residing in the city consider themselves to be one race. Of the persons considering themselves as one race, 16,113 (87.7%) were white, 1,502 (8.2%) was black or African American, 75 (.04%) were Asian, with the remainder considering themselves as other races. Complete 2010 Census Population Data for the City of Winchester is included in Appendix A. According to the Kentucky State Data Center, the 2016 estimated population for the City of Winchester is 18,461 which is only slightly higher (93 persons) than the 2010 census population.

PROJECT AREA LOCATION

The Lincoln Street Redevelopment Project - Phase I project area includes properties located from on the west side of Lincoln Street from 12 Lincoln Street to 56 Lincoln Street. Due to street widening and utility work, 227 and 225 E. Hickman Street are also included in the project area. There are six five properties listed as stand-by properties including 41, 43 and 49 Lincoln Street and 34, 40 and 44 Seaboard St. These properties will be addressed only after all other project activities are complete and only if funding will allow. See Appendix A for a map showing the project area location.

PROJECT OVERVIEW

As the entire neighborhood needs redevelopment, the city will apply for one million in CDBG Traditional Housing Funds which is the maximum amount allowed. CDBG funds will be utilized to address acquisition, clearance, and relocation activities. The City of Winchester will

use \$ 632,100 in city funds to pay for planning costs, water and sewer lines and improvements to Lincoln Street including widening the street, installing curb, gutter, sidewalks and drainage improvements. It is anticipated that if CDBG funds are approved the City will assist Habitat for Humanity of Madison and Clark Counties, Kentucky Housing Corporation Homebuyer financing to construct new homes on new lots not needed for homeowner relocation. Phase I of the Lincoln Street Redevelopment Project will take approximately 24 months to complete and will accomplish the following tasks:

1. Approximately 17 parcels of land containing ten houses will be acquired to allow clearance of structures, increase the right-of-way of Lincoln Street from 30 feet to 50 feet, and consolidate lots to meet current zoning standards and allow construction of new ranch style homes rather than shotgun houses. The lot at 20 Lincoln Street is currently owned by the City of Winchester and will be donated for the project.
2. Demolition and clearance of 10 structures in order to eliminate a concentrated area of dilapidated housing, allow for street and utility improvements and to allow displaced residents to construct replacement homes.
3. Two owner-occupied households will be able to use relocation benefits to construct replacement homes in the project area.
4. Sever renter-occupants will relocate into standard decent safe and sanitary housing and will be given the option of purchasing lots for one dollar for the construction of a replacement home on Lincoln Street.
5. Approximately seven new single family homes will be constructed.
6. Lincoln Street will be widened to a fifty foot right-of-way with thirty feet of pavement to upgrade the street to current city street standards and allow two-way traffic. Street improvements will include curb, gutter, and sidewalks on both sides of the street and drainage facilities. Due to high noise levels from the CSX Railroad, Lincoln Street will be widened on the west side to keep future housing as far away from the railroad as possible.
7. The existing public water and sewer lines along Lincoln Street are substandard and will be replaced with new 8 inch sewer lines and new six inch waterlines with fire hydrants.

AMENDMENT PROCESS

Any provision of this Urban Renewal Plan may be amended if the City Commission determines that it is necessary and desirable to do so. Such an amendment must be approved in the same manner as was the adoption of this Urban Renewal Plan (including a public hearing). Amendments refer to major, substantive changes in proposals set forth in the Urban Renewal Plan. Minor amendments may be approved by the City Commission after public discussion and opportunity for public comment at a city Commission meeting without a formal public hearing.

CHAPTER 2

PROJECT AREA DESCRIPTION

The purpose of this chapter is to describe the project area as it presently exists. Particular emphasis will be placed on housing and socioeconomic conditions as these factual matters are central in the Winchester City Commission's determination that those households included as part of the Redevelopment Project will meet the national and state objective of the prevention or elimination of slums and blight and is therefore eligible for Urban Renewal activities as defined by KRS 99.

SOCIOECONOMIC CONDITIONS

Lincoln Street is located just southeast of the central business district of the City of Winchester in Clark County, Kentucky. A door-to-door survey of a preliminary project area was conducted in May and June 2017. This area included all households on Lincoln Street and those at 34 Seaboard Street, 44 Seaboard Street and 307 E. Hickman St. Based on the initial survey of the neighborhood which included 16 occupied houses, 100% of the residents are Low to Moderate Income (LMI which is 80% or less of the HUD median family income for the area). Of the total residents, 64.8% are extremely low income (0-30%), 13.0% are very low income (31-50%), and 22.2% are low income (51-80%). There are five (31.3%) elderly households and eight (50.0%) female headed households in the project area. There were a total of 54 persons with 47 white (87.0%), seven black (13.0%) and 11 Hispanic (20.4%). Eighteen individuals or 33.3% were disabled. Six of the houses were owner occupied and the remaining ten were renter occupied.

Based on the above survey, a preliminary budget was prepared to address the entire area and it was determined that it would take approximately two million dollars for all the required acquisition, clearance, and relocation activities to address the entire neighborhood. As the City of Winchester intends to apply for a Community Development Block Grant from the Kentucky Department for Local Government as the primary means of funding and these grants are limited to one million dollars, it was determined that the redevelopment of the neighborhood would have to be done in two phases. This Urban Renewal Plan addresses Phase I which includes all the properties on the west side of Lincoln Street and also includes two rental properties at 225 and 227 E. Hickman Street as this land would be needed for street widening and new utilities. The Phase I project area is shown on the map in Appendix A and includes 18 parcels of land with nine occupied structures and one vacant house.

EXISTING CONDITIONS

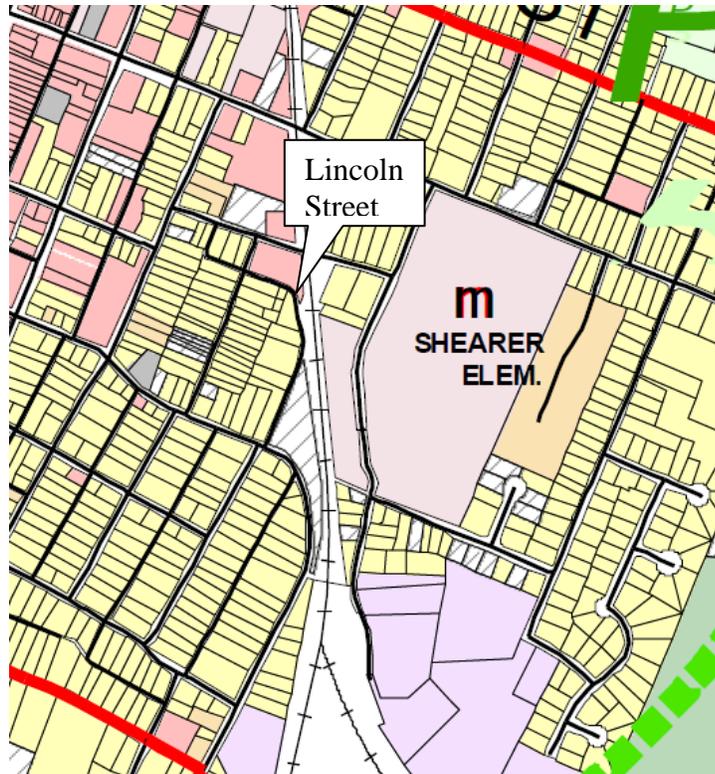
The city has made an effort in recent years to demolish dilapidated homes in order to revitalize living conditions and increase decent, safe, and sanitary housing opportunities in Winchester. Within the Phase I area there are eight vacant lots where dilapidated houses were previously demolished. These vacant lots are a constant maintenance problem to the city as most are not maintained by their owners and are overgrown. They are frequently used as dumping grounds for solid waste and unwanted furniture. One vacant house at 50 Lincoln St is dilapidated and unsafe. All nine of the occupied homes are substandard and have a blighting influence in the neighborhood. The houses at 225 and 227 E. Hickman Street are only about

three feet apart and are therefore a fire hazard. The primary cause of deferred maintenance is the accumulation of properties that due to their age and obsolete construction are not suitable for rehabilitation as it would not be cost effective to repair the properties. The narrow street right-of-way and poor street conditions also contribute to neighborhood blight. The street is one way due to its narrow width and there are not sidewalks, curbs or drainage facilities. Utilities need to be upgraded. The existing water service is a four inch dead end line which does not allow fire hydrants.

A door to door survey of housing conditions was completed in April, May and June 2017. In Phase I of the Lincoln Street Redevelopment Project Area, 100% of the 10 structures located in the project area are substandard. All ten require clearance due to their substandard conditions and to allow the city to acquire 20 feet of right-of-way to widen Lincoln Street and install curb, gutter and sidewalks and new water and sanitary sewer lines. Due to the predominance of dilapidated, substandard and obsolescence of buildings, the project area meets the KRS 99.340 definition of a slum area. Very few of the lots meet the minimum lot width of 60 feet for the R-4 zone and some are only about 15 feet wide with contributes to blight conditions.

EXISTING LAND USE

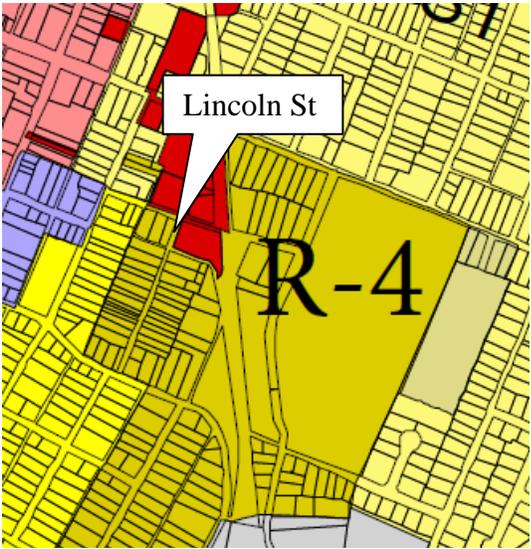
The Existing Land Use Map in the Winchester 2012 Comprehensive Plan shows the project area is located just south east of the city’s central business district. All of the lots along Lincoln Street are Residential Use except for some vacant lots and one commercial property located at 45 Flanagan Street which also fronts on Lincoln Street. All properties within the Phase I area are Residential Use except for the vacant lots.



From Existing Land Use Map – Winchester/Clark Co. 2012 Comprehensive Plan

EXISTING ZONING

The Winchester/Clark County Joint Planning Commission administers planning and zoning in the City of Winchester. The Comprehensive Plan was last approved in 2012, however, the Planning Commission is in the process of updating the plan. The current zoning map for the project area shows the zoning for this neighborhood as “Multiple Family Residential (R-4). The R-4 district permits single-family, two-family and multi-family residential development on lots a minimum of 6,000 square feet (on sanitary sewer) in size with an additional 2,500 square feet required for each unit over one. The minimum lot width at the building setback line is 60 feet with a front yard setback of 25 feet. The minimum rear yard setback is 25 feet with a minimum side yard setback of 7 feet on one side and a total of 16 feet for both side yards. The maximum height for any building in this area is 35 feet. Any new lots created by consolidation of lots as part of Phase I of the Lincoln Street Redevelopment Project will meet or exceed the minimum standards contained in the zoning ordinance.

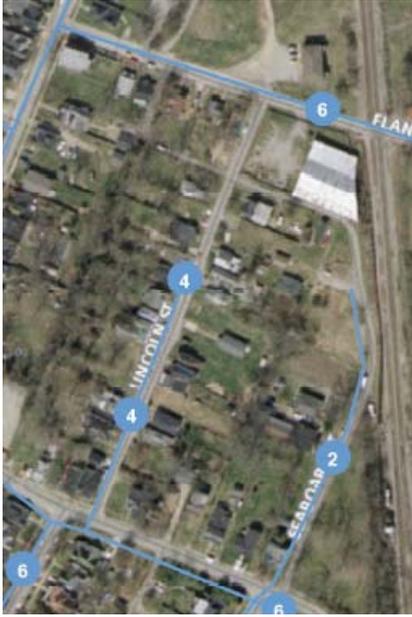


Source: Winchester Zoning Map

EXISTING INFRASTRUCTURE

Lincoln Street does not meet the current street standards in the Winchester/Clark County Development and Subdivision Regulations. It is a minor continuing street in a High Density Urban Area and therefore should have a right-of-way of 50 feet and a 30 foot pavement width with curb, gutter and sidewalks on both sides. It only has a 30 foot right-of-way and about 18 feet of pavement. There are no curbs, gutters or sidewalks. Some gravel areas adjacent to the paved area are used for parking. There are no storm drains in this area.

Winchester Municipal Utilities provides water and sanitary sewer service to all of Lincoln Street. Electric is provided by Kentucky Utilities and natural gas services are provided by Columbia Gas of Kentucky. Water service is provided by a dead end 4 inch water main which is too small to provide water service to a fire hydrant.



Existing Water Lines

The existing sanitary sewers are six and eight inch lines. They are most likely old clay pipe lines which are subject to infiltration and inflow during wet weather. These lines need to be replaced with new lines before road work is completed so the new street won't have to be dug up to replace them at a later date and to insure adequate service for new housing.



Existing Sanitary Sewers – Lincoln St.
 (Note: dashed green line shows future improvement project)

EXISTING ENVIRONMENTAL CONDITIONS

A preliminary review of environmental conditions was conducted to determine if there were any issues of concern. Lincoln Street is not located in a 100 year floodplain. The street is however located within 3000 feet of the CSX Railroad and is in fact very close to the railroad. Therefore a preliminary noise assessment was prepared and it was determined that based on current railroad usage data provided by CSX, noise levels will exceed 75 decibels within 210 feet of the railroad which is an Unacceptable Noise Level according to HUD standards. Therefore no new housing will be constructed within 210 feet of the railroad and houses constructed within about 500 feet of the railroad will require a design which provides 10 decibels of noise attenuation. See the Noise Contour Map in Appendix A for the location of the no build area. Due to railroad noise, it was determined that the new street right-of-way would be taken from the west side of Lincoln Street to keep houses as far away from the railroad as possible to reduce the impact of railroad noise.

STANDBY AREA

In the event that all CDBG funds are not needed for project activities in the Phase I area, a Standby Area has been designated on the north end of the street on the east side. There are six lots in this area with three existing houses at 49 Lincoln Street, 34 Seaboard Street and 44 Seaboard Street. Most of this area has Unacceptably High noise levels due to the proximity to the CSX Railroad. Habitat for Humanity of Madison and Clark Counties owns the vacant lot at 41 Lincoln St. The front of this lot could be used for housing construction with appropriate noise attenuation housing design. If any remaining funds are available, they could be used to acquire one or more of the properties with high noise levels and they would be cleared and consolidated with 41 Lincoln Street. Any occupants of these properties would be eligible for relocation in accordance with the Uniform Act and would have first priority for available lots to construct a replacement home.

CHAPTER 3

GOALS AND OBJECTIVES

INTRODUCTION

The purpose of this chapter is to summarize the needs of the City of Winchester and develop goals and objectives to address these needs. These goals and objectives will guide the implementation of the project. This chapter will also establish the timeframe for the implementation of the project.

GOALS AND OBJECTIVES

The following goals and objectives will define the project's mission and guide its implementation:

GOAL: To eliminate slum and blight conditions within the project area.

OBJECTIVES:

- (a) To clear all dilapidated and substandard structures and relocate all displaced households into suitable decent safe and sanitary housing.
- (b) To acquire and clear all lots on the west side of Lincoln Street and additional properties as necessary to widen the right-of-way of Lincoln Street from 30 feet to minimum of 50 feet to allow Lincoln Street to be redeveloped as a two way street with 30 feet of pavement, curb, gutter and sidewalks on both sides of the street.
- (c) To construct new single family homes in accordance with Kentucky Residential Code.
- (d) To rehabilitate properties suitable for rehabilitation and bring them into conformance with ICC International Property Maintenance Code.

GOAL: To increase housing opportunities for LMI residents

OBJECTIVES:

- (a) To assist LMI homeowners and renters in purchasing, renting or constructing decent, safe, and sanitary replacement housing.
- (b) To use any remaining lots not needed for relocation purposes for construction of LMI housing.

GOAL: To enhance the quality of life in the Lincoln Street Neighborhood

OBJECTIVES:

- (a) To eliminate blighting conditions in the neighborhood
- (b) To widen Lincoln Street to allow two way traffic and to meet current street standards including curb, gutter, sidewalks and drainage facilities.
- (c) To improve lot layouts to meet current zoning standards.
- (d) To improve water and sanitary sewer service including fire protection.

PROJECT SCHEDULE

The timeframe for completion of Phase I of the Lincoln Street Redevelopment Project is approximately 24 months from the date release of funds is obtained. The specific completion date will be established as part of the grant agreement between the City of Winchester and the Commonwealth of Kentucky, Department for Local Government.

CHAPTER 4

DEVELOPMENT PLAN

INTRODUCTION

The purpose of this chapter is to present and briefly discuss the development activities to be initiated and completed as part of the project.

This Urban Renewal Plan must clearly address and discuss the following points:

1. Relationship of the project to the Comprehensive Plan.
2. Land acquisition and demolition.
3. Redevelopment proposals.
4. Public improvements.
5. Rehabilitation proposals (if applicable).
6. Zoning and land use changes.
7. Public and private ownership of property upon completion of the project.

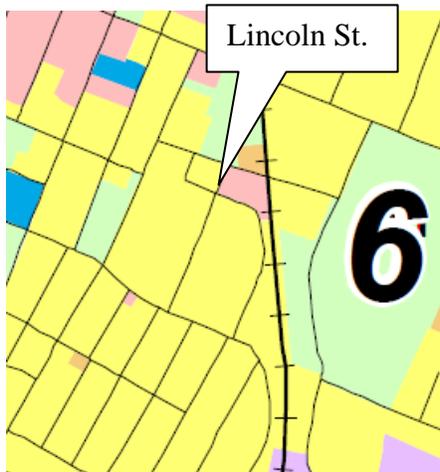
The project may be reduced to five key activity groups:

1. Property acquisition. This includes acquisition of lots and houses as well as any necessary easements for public facilities work.
2. Clearance of structures not suitable for rehabilitation. This includes asbestos inspections prior to demolition and disposal at a permitted facility.
3. Relocation of families into standard housing. This includes temporary relocation activities necessary for new construction and rehabilitation.
4. Housing construction and rehabilitation. This includes meeting applicable building codes, addressing lead based paint in accordance with federal regulations, and rehabilitation of structures in accordance with Kentucky Heritage Commission requirements, when applicable.
5. Public improvements. This activity includes replacement of public water and sanitary sewer lines and widening and street reconstruction including drainage facilities.

Each of these five groups will be briefly discussed in this chapter. Later chapters will present more information regarding these activity groups.

RELATIONSHIP TO THE COMPREHENSIVE PLAN

The City of Winchester is part of the Winchester/Clark Joint Planning Commission. The *Winchester/Clark County Comprehensive Plan* was last adopted January 3, 2012. The future land use map for the City of Winchester shows the project area remaining single family residential.



Future Land Use Map – 2012 Comprehensive Plan

The following goals and objectives from the 2012 Comprehensive Plan apply to the proposed redevelopment of Lincoln Street:

Infrastructure – Sewer and Water

Goal

I-1. Provide the infrastructure necessary to accommodate the water and sanitary sewer needs of the current community and the capacity to address future needs.

Objectives

- a. Improve and expand potable water quality and supply.
- b. Improve quality and availability of the sanitary sewer system.
- c. Develop a program or storm water authority to address current retention and detention systems and manage the ongoing regulatory needs of the City and County.
- d. Utilize natural features and appropriate development policies to reduce the impacts of storm water runoff.

Transportation

Goal

T-1. Provide for efficient transportation systems capable of moving goods and people in a safe manner.

Objectives

- a. Provide for the safe movement of pedestrians in appropriate areas, including the

installation of sidewalks and pedestrian walkways in high traffic areas.

b. Require appropriate access management strategies in conjunction with new roadway construction and existing roadway and street improvements to increase the efficiency and safety of the transportation system.

Land Use

Goal

LU-1. Land uses should be developed in a manner that adheres to the comprehensive plan and avoids creating negative impacts on surrounding land uses.

Objectives

a. To the greatest extent possible, synchronize development with local municipal services and utilities and the comprehensive plan land use element.

b. Discourage incompatible land uses near major noise generators such as railroads, airports, loud industries and interstate highways.

Housing

Goal

H-1. Provide housing opportunities to meet the needs of all citizens within Clark County, while maintaining the quality of life.

Objectives

a. Promote the continued enforcement of standard building codes that ensure the structural quality of all dwelling units.

b. Support strong, functional neighborhoods through planning and land use regulations designed to encourage their stability.

c. Continue to identify and prioritize Winchester's blighted and deteriorating neighborhoods and promote the revitalization and rehabilitation of the same.

The proposed project is in conformance with all of the above stated Goals and Objectives. The project area will be redeveloped for residential use in conformance with the city's stated future land use map and it will promote the revitalization of a blighted and deteriorated neighborhood. A noise analysis was conducted and no new residences will be constructed in the area with unacceptably high noise levels. Therefore there are no conflicts with the comprehensive plan. The Winchester/Clark County Planning Commission is in the process of updating the comprehensive plan. According to city officials, it is anticipated that the future land use for the Lincoln Street will remain single family residential.

PROPERTY ACQUISITION-CLEARANCE

All acquisition of property located in Phase I of the Lincoln Street neighborhood will be conducted in accordance with the Uniform Act. The project involves the acquisition of approximately 17 parcels of land including ten single family structures. Acquisition of these

parcels will enable the city to clear a total of 10 dilapidated or substandard structures and to resolve any title problems with project area properties so that the Lincoln Street right-of-way can be widened and new replacement homes can be built. Acquired properties will be re-lotted to meet city planning and zoning requirements. For additional information on Property Acquisition, refer to Chapter 6 of this Urban Renewal Plan. For additional information on Relocation matters, refer to Chapter 7 of this Urban Renewal Plan.

PUBLIC FACILITY IMPROVEMENTS

Water, sanitary sewer, gas and electric services are currently available to all residents located within the project area. There are no existing storm sewers. The existing water and sanitary sewers are substandard and will be upgraded. The right-of-way of Lincoln Street will be increased from 30 feet to a minimum of 50 feet. This will allow the street to be upgraded to 30 feet of pavement with curb, gutter and sidewalks on both sides of the street. Appropriate drainage facilities will be incorporated into the design. Additional information on proposed public facility improvements are discussed in Chapter 8.

NEIGHBORHOOD REDEVELOPMENT

The City will stimulate neighborhood redevelopment by assisting LMI homeowners and renters to construct or purchase replacement homes. Present project area residents will have priority in purchasing lots. For additional information on Neighborhood Redevelopment, refer to Chapter 9 of this Urban Renewal Plan.

HOUSING CONSTRUCTION/REHABILITATION

Due to the need to widen the street and the poor condition of the houses in the project area, all ten existing houses will be demolished as part of the project. No housing rehabilitation is planned. It is anticipated that approximately seven new homes will be constructed. It is expected that the new lots will be somewhat wider than the 60 foot minimum lot width to allow new homes to be a ranch style layout rather than shotgun houses. Lead based paint and asbestos abatement will be addressed in accordance with federal requirements.

FUTURE LAND USE

Phase I of the Lincoln Street Redevelopment Project, is currently shown as Residential on the Future Land Use Map and is zoned "*Multiple Family Residential (R-4)*". The neighborhood contains single family homes and one commercial business. While some housing will be eliminated in the project area, the neighborhood will remain single-family residential in nature due to the concentration of residential structures and proposed construction of replacement homes. Future land use of this project area is not anticipated to change as it is a well-established residential neighborhood.

CHAPTER 5

FINANCING AND COSTS

INTRODUCTION

KRS 99.370 requires disclosure of the means of financing the proposed Urban Renewal activities and the costs associated with said Urban Renewal activities. The purpose of this chapter is to provide this information.

COSTS

Table 1 presents the estimated costs associated with the implementation of the project as set forth in the 2008 Kentucky Community Development Block Grant Housing Project Application. These funds have been obtained specifically for Phase I of the Lincoln Street Redevelopment Project.

TABLE 1

ESTIMATED PROJECT COSTS

LINCOLN STREET REDEVELOPMENT PROJECT-PHASE I

Acquisition	\$ 436,000
Clearance	70,000
Relocation	409,000
Public Facility Improvements	622,100
Construction of New Housing	450,000
Planning	10,000
Administration	<u>85,000</u>
TOTAL COSTS	\$2,082,100

FINANCING

Table 2 presents information relative to the sources of funds available for defraying project costs. No deficits are expected to be incurred during the life of the project.

TABLE 2

SOURCES OF PROJECT FUNDS

Community Development Block Grant	\$1,000,000
City of Winchester (cash)	632,100
Ky. Housing Corp. Gap Financing	120,000
Bank Financing – New housing construction	330,000
TOTAL FUNDING	\$ 2,082,100

CHAPTER 6

ACQUISITION-CLEARANCE-DISPOSITION

INTRODUCTION

The purpose of this Chapter is to discuss the aspects of the Lincoln Street Redevelopment Project-Phase I relative to Property Acquisition, Clearance, and Disposition. This Chapter will summarize the provisions and procedures of the City's "Property Acquisition and Disposition Policy" which is the "Uniform Act".

PROPERTIES DESIGNATED FOR PURCHASE

To complete project objectives, it will be necessary for the City to acquire 17 parcels of land containing ten structures. The project area map (Appendix A) identifies the properties that are designated for purchase. The primary purpose of property acquisition will be to clear title to the property, reserve the necessary right-of-way to widen Lincoln Street and install new water and sewer lines. Acquisition of land will also allow demolition of dilapidated structures and will allow the city to consolidate non-conforming lots into lots that meet current zoning standards. The new lots will first be used to construct new houses for owners being relocated. Remaining lots will be used for new housing construction with renters being relocated having the first option to obtain a lot if they choose to use their relocation assistance as a down payment for a new home. Properties in the standby area designated for acquisition may be acquired if funding is available after completion of all activities in the primary project area.

ACQUISITION OF OTHER PROPERTY

It is not intended at this time to purchase properties other than those designated by the project area map. It is possible, however, that unforeseen events in the execution of the project could necessitate the purchase of additional properties. Property not designated for purchase may be acquired if, in the opinion of the City, the purchase of the property is necessary for the success of the project. The procedure for this is set forth in KRS 99.460. Should acquisition of property become necessary in order to complete the project objectives, all acquisition activities will be conducted in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended commonly referred to as the Uniform Act.

EXEMPTION FROM ACQUISITION

A property designated for purchase by the project area map may be exempted from acquisition if the City Commission determines that the purchase of the property is not necessary to accomplish the mission of the project. The city Commission will consider the following when making such a determination:

1. A title opinion has been obtained which indicates that the owner has clear title to the property. There are no title problems that would limit the marketability of the land. There are no delinquent property taxes or other liens against the property.
2. The property is not needed for street or utility improvements.
3. The property is not part of an unsettled estate.

4. All owners are of the same household.
5. The property is not subject to a land contract.
6. The owner(s) is not an absentee owner. That is, the owner resides in the City of Winchester or within a reasonable proximity to the city so that maintenance of the property on an ongoing basis is feasible.
7. The lot meets current zoning regulations, has been consolidated with adjacent land under the same ownership to achieve zoning standards or the city determines that the lot is suitable for construction of a single-family home and the owner has obtained required variances from the Winchester Board of Adjustment.
8. The lot is not needed to bring other lots up to current zoning standards or to otherwise achieve the purposes of the redevelopment project.
9. The property is in compliance with the ICC International Property Maintenance Code and City of Winchester Nuisance Ordinances.

EMINENT DOMAIN

Under KRS 99.360 and 99.550, the City may exercise the power of Eminent Domain to accomplish the goals the project. The procedure for the exercise of this power is set forth in KRS 99.420. The City will make every attempt to obtain property through payment of fair market value and reasonable negotiations, to avoid the use of this power.

ACQUISITION PROCEDURES

Any property to be acquired by the City will be appraised by a primary appraiser and a review appraiser to determine Fair Market Value. Another appraisal may be obtained for high value or difficult to appraise properties. This appraisal shall also be reviewed by a review appraiser. These appraisals are calculated in consideration of the characteristics of the properties as they presently exist and not on their potential value upon completion of the project. The City will then offer property owners the amount determined by the appraisers to represent Fair Market Value or "just compensation".

Any acquisition will be conducted in accordance with all applicable Federal and state regulations. Federal regulations are set forth in the "Uniform Act" and its implementing regulations. This Act covers such topics as procedures for acquisition and disposition; determination of just compensation; and the grievances and appeals procedure. The Uniform Act and its implementing regulations are the official property acquisition policies of the City.

Owners who do not agree with the appraised fair market value of their property may, at their own cost, obtain their own appraisal of the property. However, such appraisals will not be considered by the city unless they are reviewed and approved by an independent review appraiser.

VOLUNTARY ACQUISITION POLICY

Voluntary acquisition shall be permitted only if the property has not been designated for acquisition. Only vacant land will be acquired by voluntary acquisition. The City may decline

to purchase any property. Property owners will be responsible for paying any taxes due and for providing clear title to the property. The City of Winchester will pay other closing costs such as surveying, legal fees, and recording fees.

CODE ENFORCEMENT

All property owners included as part of the Lincoln Street Redevelopment Project-Phase I shall be required to maintain existing buildings in accordance with ICC International Property Maintenance Code and the City of Winchester Nuisance Ordinance. Any property found to be deficient shall be repaired to meet Code or shall be demolished and removed. Any property which is found to be in substantial noncompliance with Code may be declared a public nuisance. The City Commission may demolish and clear dilapidated structures with written permission of the owner.

LOCAL CODES APPEALS BOARD

Any violations of the International Property Maintenance Code or the city's Nuisance Ordinance shall be subject to a hearing by the Winchester Code Appeals Board in accordance with city regulations. Members of the Appeals Board may not be employees of the City. An enforcement officer shall not be a member of the Hearing Panel.

NOTICE OF VIOLATION

When any property is declared a public nuisance, notice of the violation shall be given as follows:

Written notice of the violation and an order to remedy the violation shall be delivered or sent by certified mail to the owner or responsible person of the property.

If the City is unable to determine or locate the owner or responsible person of the property, the notice of violation shall be posted in a conspicuous place on or near the property, and it shall be published pursuant to Chapter 424 of the Kentucky Revised Statutes in a newspaper of general circulation in Clark County, Kentucky.

Notice to any one owner of the property shall constitute notice to all other owners of the same property.

Notice mailed to an owner at the last address shown on the property tax roll maintained by the County P.V.A. office shall constitute notice to all owners of the property. Each owner of property located in the project area shall have a duty to notify the County and the City of the proper mailing address of the property owners in a timely manner.

PERIOD TO CURE

In the written notice, the owner or responsible person shall be afforded a period during which to cure the violation. The following periods to cure shall apply: (a) 45 calendar days for dilapidated structures; and (b) 90 calendar days for structures damaged by fire. The City may extend the period to cure for additional time not to exceed the original period. All periods to cure shall begin when the notice of violation is mailed.

HEARING

Any owner of property declared a nuisance under this plan shall have the right to a hearing before the Appeals Board. A hearing request must be made within 15 calendar days of mailing the Notice of Violation. A request for a hearing shall be submitted in writing in a timely manner, signed by the requesting owner, contain the current mailing address, and telephone number of the requesting owner, and received by or delivered to the Mayor's office no later than 20 calendar days following the date of mailing the Notice of Violation. Upon receipt of a written request, the City shall schedule a hearing before the Hearing Panel within 30 days of receipt of the appeal. Written notice of the date, time, and location of the hearing shall be mailed to the owner or responsible person who requested the hearing. At the hearing, both the owner or responsible person and the City's representative shall be allowed to present evidence and to cross-examine witnesses. The rules of evidence shall not apply. At the conclusion of the hearing, the Hearing Panel shall go into closed session, to discuss whether the notice of violation and order to remedy was appropriate under the circumstances. All parties to the appeal shall be notified of the time and place of the hearing by letter mailed by certified mail no later than seven (7) days prior to the date of the hearing.

The appeals board shall render a decision within ten (10) working days after the hearing. The appeals board may uphold, amend or reverse the decision of the building and/or code official, and there shall be no appeal from the decision of the appeals board with regards to the Kentucky Building Code, other than by appeal to the Kentucky Board of Housing, Buildings and Construction. Property Maintenance Code appeals are final and appealable only to the Clark Circuit Court.

ABATEMENT BY CITY

If the owner or responsible person of property in violation fails to properly cure or remedy the violation within the time prescribed in the notice, or within seven days following entry of an order by the Appeals Board upholding a notice of violation, whichever is later, then the City, in its discretion and without obligation, may enter upon the property and take such action as it deems appropriate to cure the violation and abate the nuisance. Such action may include, the cutting or removing of grass and weeds, the removal of trash, debris, garbage, refuse, materials, waste, junk, litter, and other matter constituting a violation, the repair of any unsafe or unsanitary condition, and the demolition and removal of any dilapidated structure. The City may file a lien against the property for the reasonable value of labor, materials, and equipment used in remedying the situation together with any legal costs incurred by the City.

CLEARANCE

Ten structures included as part of the Lincoln Street Redevelopment Project-Phase I will be demolished in order to enable the city to widen Lincoln Street and LMI property owners to re-construct replacement homes on lots within the project area. Where purchase for redevelopment is not appropriate, the City may elect to use Code Enforcement as described above to bring about demolition of the dilapidated structure.

PROPERTY DISPOSAL

Properties purchased by the city as part of the project will be disposed or redeveloped in the following manner:

1. Persons displaced by this project shall have first priority to purchase land acquired for the project in order to construct a replacement home. Owners shall have priority over renters. Those with an earlier date of occupancy shall have priority over later residents. Displaced persons will be sold a lot for \$1 for the purposes of constructing a replacement home. Property will be deeded to displaced renters at the closing for a construction loan to construct a replacement house.
2. Any property purchased from a property owner that is later resold to the same property owner for the purpose of lot consolidations or to construct a replacement home will be sold to the owner for the same amount at the original purchase price. In other words, the City will not purchase a lot from an owner and then give the owner the same land back unless the purchase price is applied to the construction of a replacement home. Per the Uniform Act, funds paid to acquire property from an owner-occupant who is relocated must be applied to the purchase price or construction of a replacement home before the relocation payment is determined.
3. All properties sold as part of the project will be subject to deed restrictions that require that the property be maintained to ICC International Property Maintenance Code and prohibit manufactured homes on the property. The City shall retain any right-of-way or easements necessary to complete the project. Other deed restrictions may apply as deemed necessary.
4. Acquired properties not suitable for residential redevelopment may be sold to adjoining property owners for side yards or additions to existing lots. The first priority in such instances will be to bring lots in the project area up to current zoning standards. The city will divide or consolidate purchased lots as necessary to obtain or increase conformance with zoning standards.
5. Any vacant lots suitable for residential development remaining at the end of the project shall be used for construction of LMI housing until all obligations to replace LMI housing under Section 104 (d) are met. Remaining buildable lots may be donated or sold to non-profit housing organizations such as Habitat for Humanity if such organization commits to using the lot for construction of LMI housing.
6. Building lots sold to persons who were not displaced as part of the project will be sold for fair market value. Low to moderate income persons may be eligible for a ten year forgivable deferred loan to purchase a lot when the following conditions are met:
 - a. The LMI family has been approved for a loan for construction of a home.
 - b. The household income is verified by HUD Section 8 standards.

- c. The LMI family will occupy the home as their primary residence.
- d. The forgivable deferred mortgage will require the owner to keep all property taxes paid, have homeowners insurance and maintain the property to ICC International Property Maintenance Code.
- e. The forgivable deferred loan will be subject to foreclosure if a home is not constructed on the property within one year of purchase.

When the above requirements are met, the LMI family will receive a 100% forgivable deferred loan amount to purchase the lot.

For further details on redevelopment activities, please refer to Chapter 10 of this plan.

CHAPTER 7

RELOCATION

INTRODUCTION

The implementation of project objectives contained in the Urban Renewal Plan will result in the displacement of approximately two owner-occupied and seven renter-occupied household. The purpose of this chapter is to present the key provisions of the "Relocation Policy" which will govern this relocation process. The City of Winchester will use "The Uniform Act" as it's implementing regulations in the displacement and relocation of project area residents. A relocation plan for the Lincoln Redevelopment Project-Phase I is presented in Appendix B and gives further details. The temporary relocation policy can also be found in Appendix B.

RELOCATION FINDING

In accordance with KRS 99:370(4), the Winchester City Commission finds that there is and will continue to be a feasible method for the temporary or permanent relocation of households displaced from the project area. The Agency further finds that there are few decent, safe and sanitary units within city limits at prices within the financial means of the displaced families. Therefore, last resort replacement housing will be constructed as needed to provide decent, safe and sanitary units to displaced residents. The City will provide a financing program for the displaced residents, which will give homeowners in the project area the opportunity to construct replacement homes which put them in the same financial condition as at the start of the project.

RELOCATION RESOURCES

Two owner-occupants will be eligible for the construction of new single-family homes using their relocation payments. The owner will be put back in the same financial condition as at the start of the project. For example, a owner with no mortgage on their existing home will not have a mortgage to construct a comparable replacement home. An owner with an existing mortgage or land contract will need be assisted in obtaining financing for a new mortgage to replace their existing mortgage. In addition, renter's are eligible to use their relocation payment as a down-payment for the purchase of a lot and construction of a new home. For those displaced residents that choose not to participate in the construction of new homes, housing available on the private market will be used as a relocation resource.

ELIGIBILITY

A household must meet all of the following tests before being eligible for receiving Relocation benefits:

1. Receive a Notice of Relocation Eligibility.
2. Occupied the house at the time the CDBG Grant Application was submitted to the Department for Local Government (August 1, 2017).
3. Homeowners must have owned and occupied their home for a period of not less

than 180 days.

4. Renters will be eligible for relocation benefits if they have occupied their home for a period of not less than 90 days.
5. All occupants who qualify under the Uniform Act as a displaced person shall be eligible for moving expenses (except illegal aliens who, under Federal law, are not eligible for any relocation benefits).
6. Permanent moving expenses will be paid only once to any family or for any one structure.

RELOCATION BENEFITS

Relocation benefits will be determined on a case-by-case basis in accordance with the Uniform Relocation Act and Section 104(d) of the Housing and Community Development Act of 1974, as amended. An Anti-displacement and Relocation Plan has been developed and is included as Appendix B.

MISCELLANEOUS

No household will be required to move without at least 90 days written notice. Eviction will be used only as last resort and will not affect the eligibility for relocation benefits of any displaced person or business once a “Notice of Relocation Eligibility” has been issued by the Agency.

GRIEVANCE PROCEDURE

Residents have the right to appeal any action of the City for failure to properly determine their eligibility for the amount of a relocation payment or payment for incidental expenses or certain litigation expenses. A resident's acceptance of the amount offered by the City does not limit the right to appeal the City's determination and seek a larger payment. Residents are encouraged to first contact the Project Manager, Kriss Lowry, of Kriss Lowry & Associates, for clarification prior to filing a formal written appeal to the City.

An appeal must be filed within sixty (60) days after the City provides written notification of its determination of claim amounts. The first level of appeal is to the City Commission. All appeals should be sent to the Mayor's office at the City of Winchester, 32 Wall St., PO Box 40, Winchester, KY 40392-0040. In response to an appeal, the City will provide residents a copy of the decision, a statement of the facts and legal basis upon which a determination was made, a description of any additional benefits granted, and notification of the right to appeal the decision to the Kentucky Department for Local Government.

If not satisfied with the City Commission's determination, residents may appeal to the Kentucky Department for Local Government, Office of Federal Grants, 1024 Capital Center Drive, Frankfort, Kentucky 40601. A state review may be obtained by sending a written request to the Kentucky Department for Local Government within thirty (30) days after receiving a letter containing the City's decision, together with a written statement of the facts. A full copy of the City's “Grievance Procedures” can be found in Appendix D.

CHAPTER 8

PUBLIC FACILITIES IMPROVEMENTS

INTRODUCTION

The City of Winchester will be responsible for public facility improvements as part of the project including street improvements, water line replacement and sanitary sewer replacement. The City will work in cooperation with Winchester Municipal Utilities on water and sewer improvements.

STREET IMPROVEMENTS

The right-of-way of Lincoln Street will be increased from 30 feet to a minimum of 50 feet to meet current city street standards in the *Development and Subdivision Regulations for Winchester & Clark County*. Lincoln Street is considered a High Density Urban Street and therefore the required standards are 50 foot right-of-way and 30 feet of pavement. Curb, gutters and sidewalks are required on both sides of the street. Approximately 900 linear feet of streetscape will be upgraded from Flanagan Street to E. Hickman Street.

WATER LINE IMPROVEMENTS

Approximately 787 linear feet of new 6 inch waterline will be installed from Flanagan Street to E. Hickman Street. The new water line will connect to existing six inch lines on both ends. It is anticipated that three fire hydrants will be installed. See the proposed waterline map in Appendix A.

SANITARY SEWER IMPROVEMENTS

Approximately 867 linear feet of new 8 inch sanitary sewer pipe will be installed from the existing manhole near 12 Lincoln Street to the existing eight inch sanitary sewer on E. Hickman Street near the intersection with Seaboard Street as shown on the proposed sanitary sewer line map in Appendix A. Approximately 416 linear feet of sanitary sewer service line will be installed to the right-of-way line at each house lot. It is anticipated that six new manholes will be installed.

CHAPTER 9 HOUSING REHABILITATION AND NEW CONSTRUCTION

INTRODUCTION

The purpose of this chapter is to summarize the key provisions of the rehabilitation and new construction component of the Lincoln Street Redevelopment Project-Phase I which includes both rehabilitation and new construction activities. All new houses constructed within the project area must meet Kentucky Residential Code. A more detailed explanation of the procedures to be followed during the implementation of this component is contained in the project's Housing Construction Guidelines located in Appendix C.

FINANCIAL ASSISTANCE-HOUSING REHABILITATION

Housing rehabilitation is not proposed as part of this Phase I project, therefore not financial assistance policy is included.

FINANCIAL ASSISTANCE-NEW CONSTRUCTION

1. Tenants who are displaced from their homes will be eligible to purchase any available lots for construction of a replacement home for \$1.00 upon approval of a loan for the construction of a home. Renters can use their relocation payment for a down-payment. Any renter that uses their relocation payment as a down-payment to purchase or construct a home shall receive a minimum of \$5,250 for down-payment assistance as their relocation payment.
2. Relocation Payments: Funds are available through the CDBG program for relocation payments to homeowners to construct replacement houses on their property under last resort housing provisions. Under the “make-whole” provision of the Uniform Act, owners will be left in the same financial condition as before the relocation in terms of the amount of mortgage on the property and ownership interest. Therefore, no mortgages or deed restrictions will be placed on the property.

Any financing to be provided by a renter to construct a replacement home must be approved prior to the bidding. The renter shall be required to be pre-qualified for financing to purchase a home prior to being provided extensive assistance in locating a replacement home. Renters who plan to apply for a housing construction loan shall provide a copy of their credit report to the project administrator in order to provide housing counseling. This is to eliminate wasted effort on part of the staff if the renter cannot be approved for financial assistance. The loan the renter obtains shall have appropriate underwriting criteria and shall be affordable to the renter to avoid predatory lending practices.

CHAPTER 10

NEIGHBORHOOD REDEVELOPMENT

The primary goal of neighborhood redevelopment is to relocate displaced residents of the project area into decent, safe and sanitary housing. The secondary goal is to eliminate blighting conditions caused by substandard lots, title problems, and dilapidated housing.

LAND DISPOSITION

After acquired properties in Phase I of the Lincoln Street neighborhood are cleared of dilapidated structures, rubbish, and brush, they will be used for the construction of replacement or LMI housing. Use of properties acquired and sold by the city for redevelopment will be subject to restrictions by the city Commission. The city may assemble multiple acquired parcels to meet specific public use needs or facilitate their redevelopment.

Priority for the sale or disposal of properties acquired under this Community Development program will occur in the following order.

1. Property owners included as part of the project who are being displaced as a result of property acquisition;
2. Project are tenants who are being displaced;
3. Non-profit housing organizations who will construct housing for LMI persons;
4. Low and moderate income persons; and
5. Persons displaced by future city sponsored housing redevelopment projects.

CHAPTER 11

MISCELLANEOUS

CITIZENS PARTICIPATION

The Winchester City Commission recognizes the critical role of citizen participation in assuring the success of the project. A public hearing was held to solicit citizen comment prior to submittal of the grant application for funding. This public hearing is documented in the CDBG grant application.

DURATION OF PLAN

This Urban Renewal Plan is in effect until the closeout of the project by the Kentucky Department for Local Government.

DEVELOPMENT RESTRICTIONS

No building permit shall be issued for any structure or use within the project area during the duration of this Urban Renewal Plan unless the proposed activity is found to be in conformance with this Urban Renewal Plan (KRS 99.380). This determination will be made by the Project Manager. The determination may be appealed to the City Commission in conformance with the Grievance Procedures included as Appendix D.

EVIDENCE OF ADOPTION

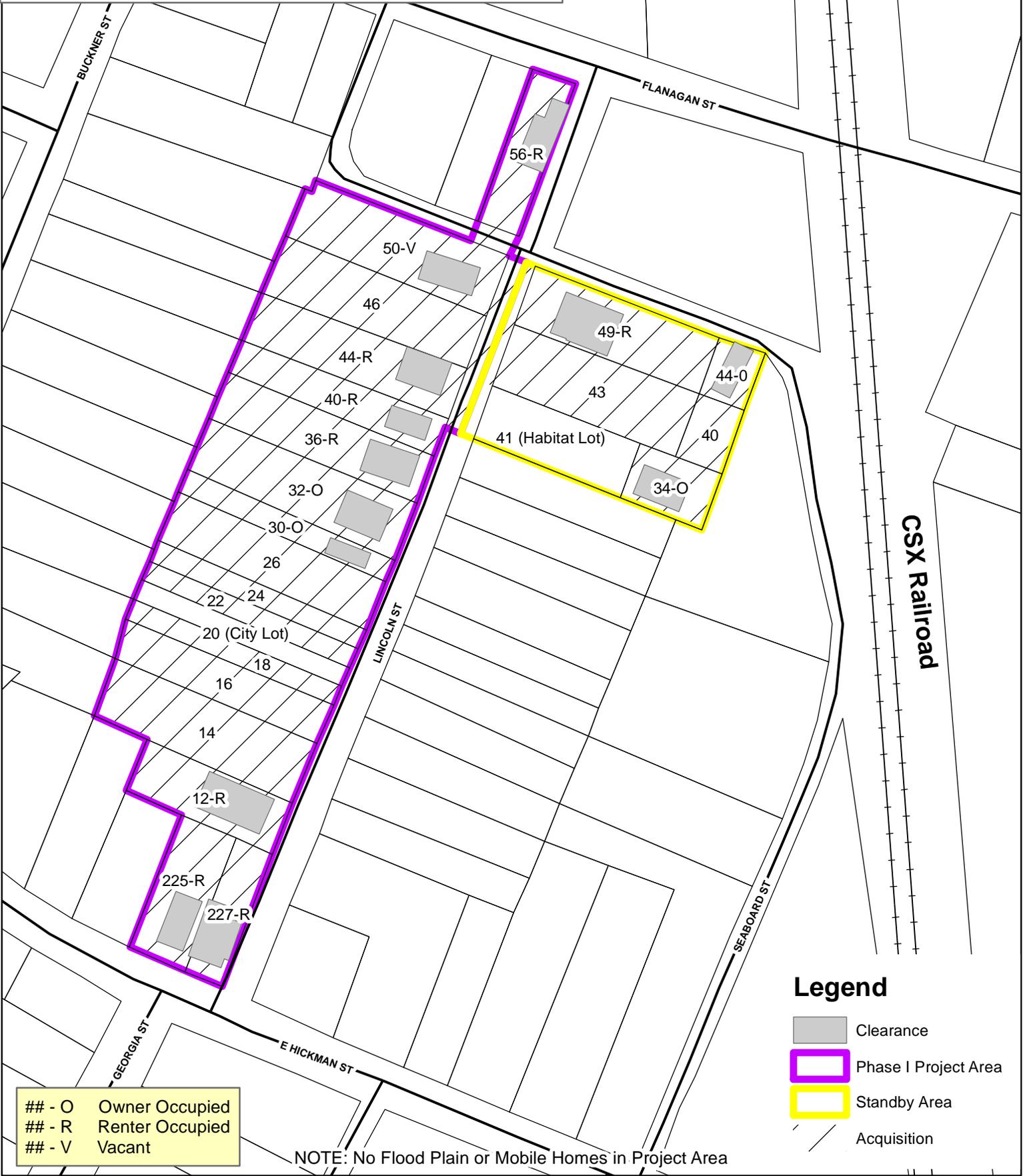
Per the requirements of KRS 99.370 and 99.540, a number of legislative and other public actions and findings of fact are necessary to adopt this Urban Renewal Plan and initiate the completion of its redevelopment proposals.

1. The City will hold a public hearing at Shearer Elementary School, 244 E. Broadway, Winchester, KY 40391 on July 10, 2017 at 6:00 p.m. (local time) to solicit public comment on the proposed redevelopment project and this plan.
2. By approving the Urban Renewal Plan, the Winchester City Commission finds that the Lincoln Street Redevelopment Project-Phase I meets the Federal LMI benefit and the definitions of slums and blight contained in KRS 99.340. This area meets the definition of LMI Benefit as more than 51% of project area residents are LMI. In addition, the neighborhood also meets the definition of a slum area by virtue of the degree of dilapidated housing as documented in this Urban Renewal Plan and the CDBG grant application.
3. This plan must be approved by the City of Winchester Planning Commission and adopted by the Winchester City Commission.

APPENDIX A

LINCOLN STREET REDVELOPMENT PROJECT
 PHASE I
 PROJECT AREA MAP

N

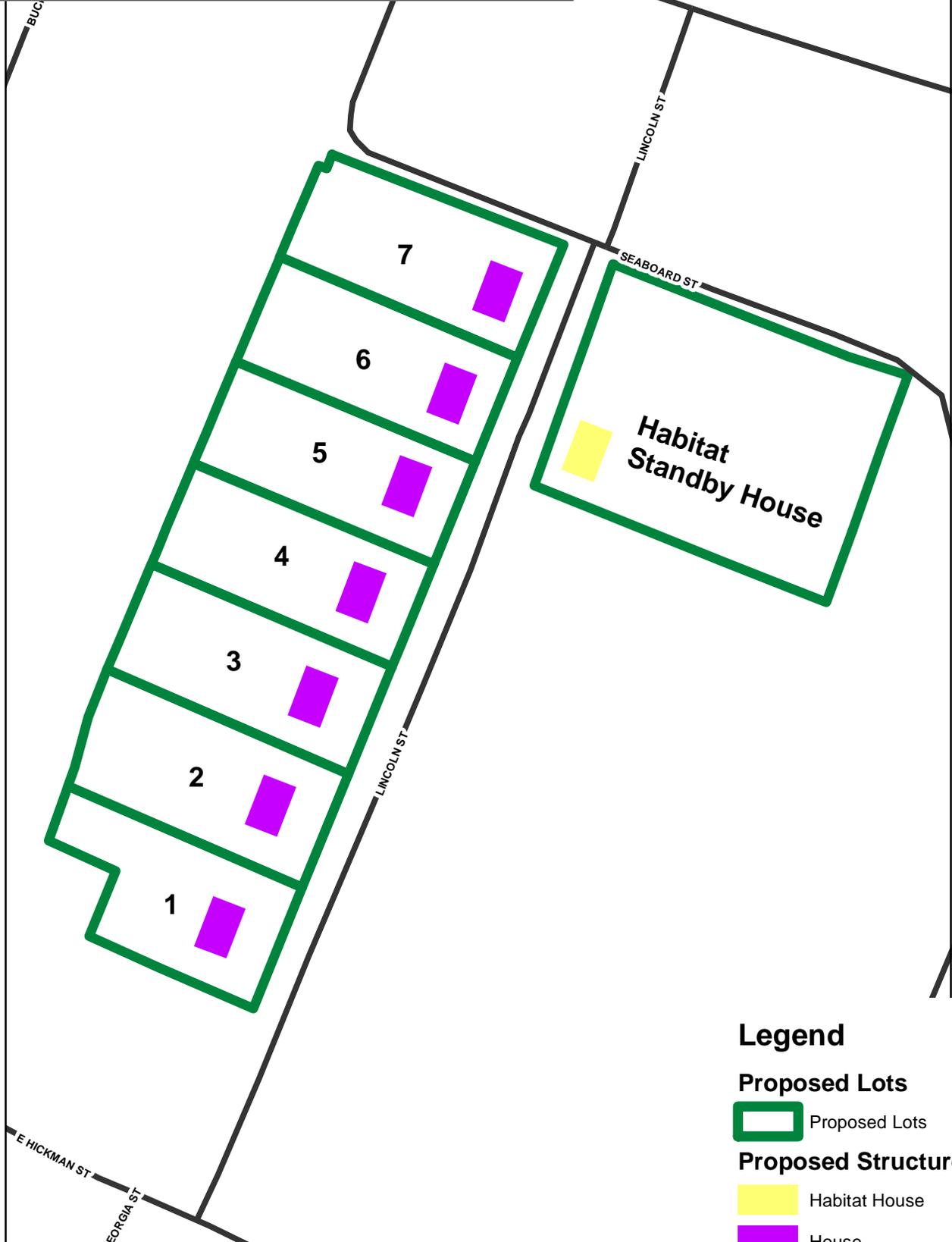


- O Owner Occupied
 ## - R Renter Occupied
 ## - V Vacant

NOTE: No Flood Plain or Mobile Homes in Project Area

0 50 100 200 300 400 Feet

LINCOLN STREET REDVELOPMENT PROJECT
PHASE I
PROPOSED NEW LOT LAYOUT



Legend

Proposed Lots

 Proposed Lots

Proposed Structures

 Habitat House

 House

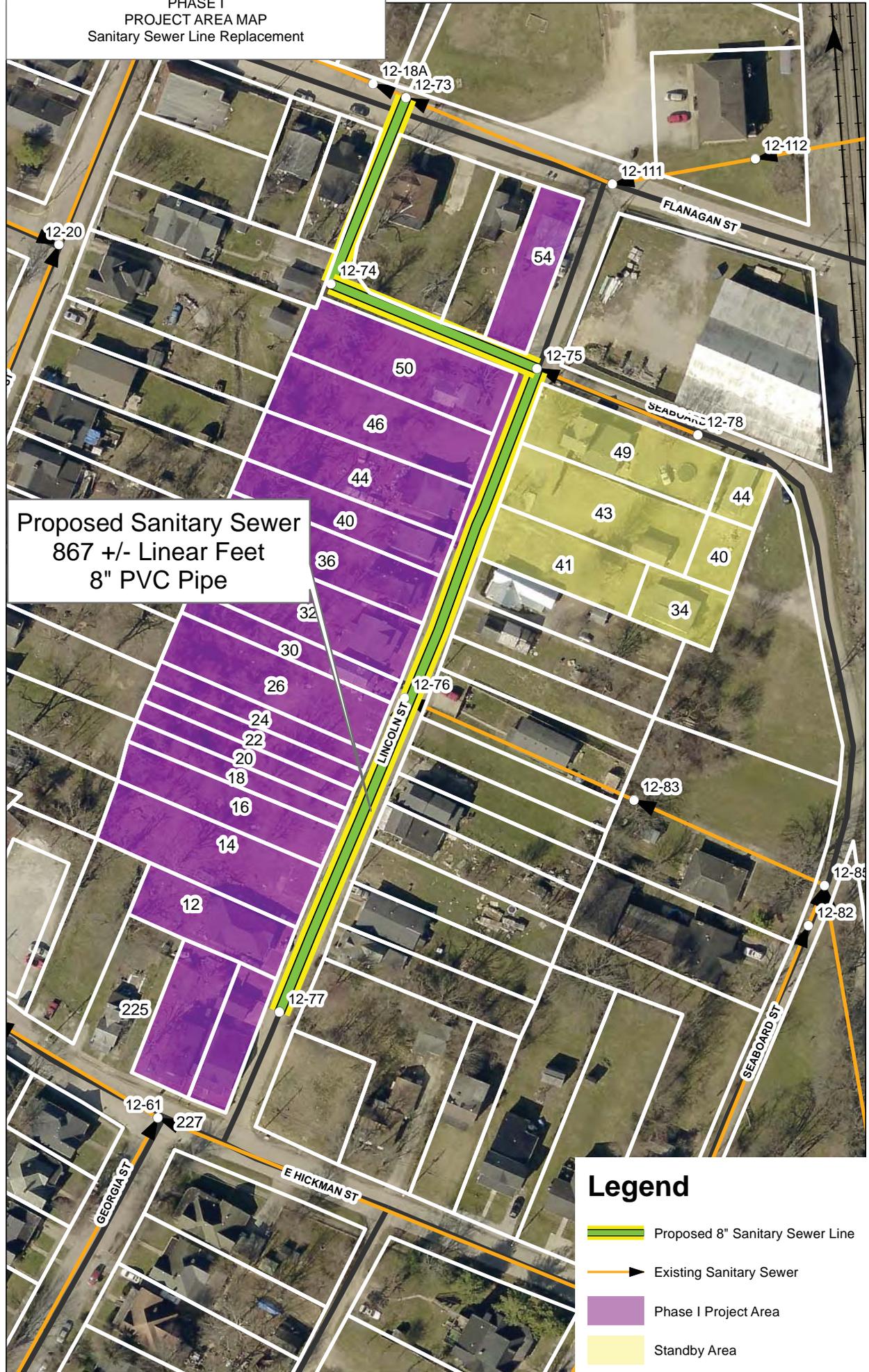
NOT TO SCALE

LINCOLN STREET REDVELOPMENT PROJECT
 PHASE I
 PROJECT AREA MAP
 Sanitary Sewer Line Replacement

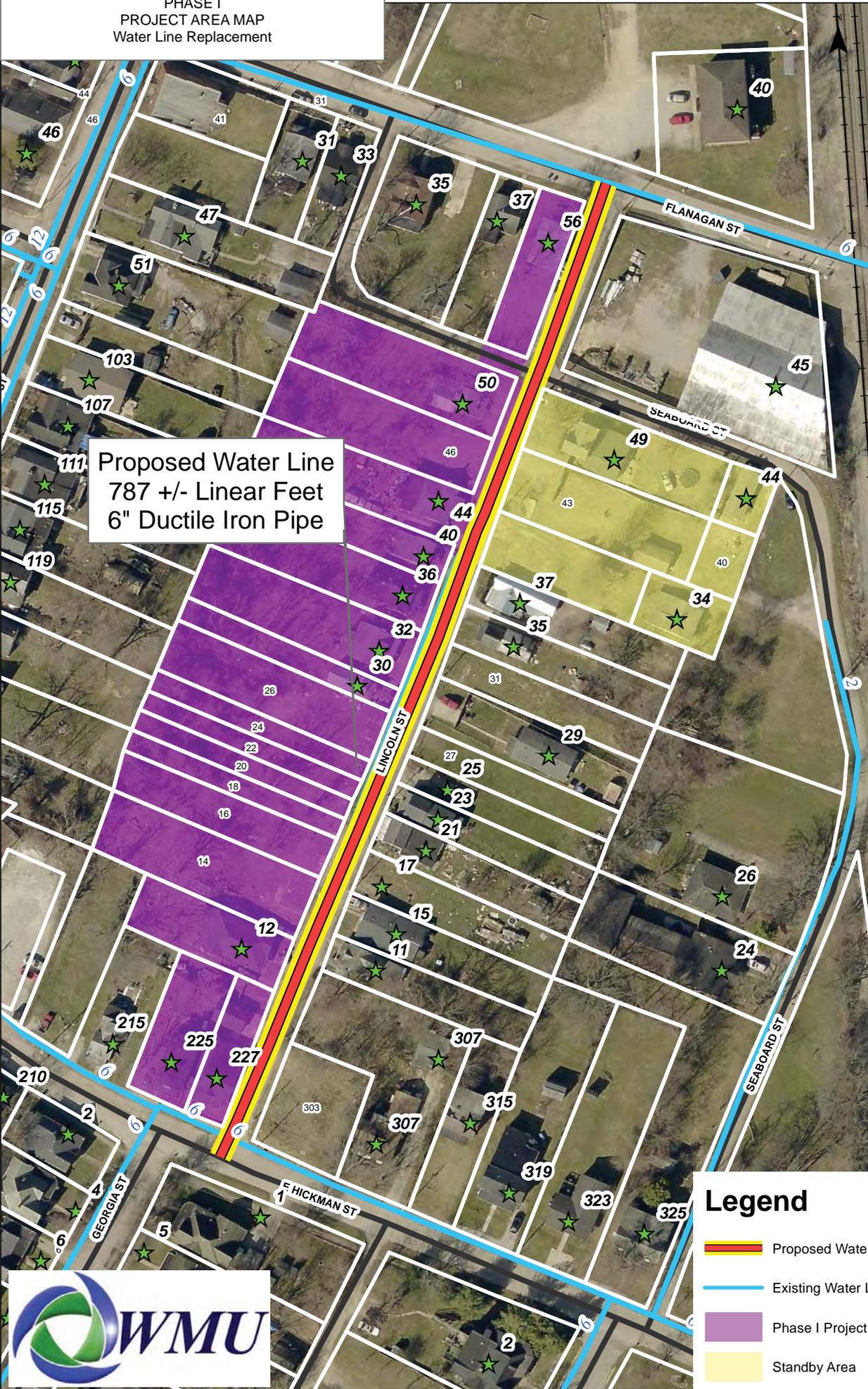
Proposed Sanitary Sewer
 867 +/- Linear Feet
 8" PVC Pipe

Legend

-  Proposed 8" Sanitary Sewer Line
-  Existing Sanitary Sewer
-  Phase I Project Area
-  Standby Area



LINCOLN STREET REDDEVELOPMENT PROJECT
 PHASE I
 PROJECT AREA MAP
 Water Line Replacement



Proposed Water Line
 787 +/- Linear Feet
 6" Ductile Iron Pipe

Legend

-  Proposed Water Line
-  Existing Water Line
-  Phase I Project Area
-  Standby Area



COST SUMMARY

DLG USE ONLY

Exhibit C
Project # 17-

Applicant: City of Winchester

Activity Code	Activity Description	CDBG Funds		OTHER FUNDS	TOTAL	SOURCE
		LMI	Slum/Blight			
1	ACQUISITION	436,000			436,000	
2	CLEARANCE	70,000			70,000	
3	RELOCATION					
a	owner	145,000			145,000	
b	renter	254,000			254,000	
c	other - temporary	10,000			10,000	
	TOTAL RELOCATION	409,000			409,000	
4	REHABILITATION					
a	code enforcement					
b	grants					
c	loans					
d	public housing modernization					
e	non-residential-historic preservation					
f	acquisition for rehabilitation					
g	multi-unit residential rehabilitation					
h	rehabilitation administration					
i	other					
	TOTAL REHABILITATION					
5	PUBLIC FACILITIES					
a	parks & recreation facilities					
b	street improvements			398,400	398,400	City
c	water lines			72,200	72,200	City
d	water treatment facilities					
e	sewer lines			151,500	151,500	City
f	sewage treatment facilities					
g	flood & drainage facilities					
h	senior centers					
i	centers for the disabled/handicap					
j	child care centers					
k	other					
	TOTAL PUBLIC FACILITIES			622,100	622,100	
6	PUBLIC SERVICES					
7	ED ON-SITE DEVELOPMENT					
a	clearing and grading					
b	street improvements					
c	water lines					
d	water treatment facilities					

COST SUMMARY

DLG USE ONLY
Exhibit C Project # 17-

Applicant: City of Winchester

Activity Code	Activity Description	CDBG Funds		OTHER FUNDS	TOTAL	SOURCE
		LMI	Slum/Blight			
7	e wastewater collection					
	f wastewater treatment					
	g drainage facilities					
	h other					
TOTAL ED On-Site Develop.						
8	ED OFF-SITE DEVELOPMENT					
a	clearing and grading					
	street improvements					
	water lines					
	water treatment facilities					
	wastewater collection					
	wastewater treatment					
	drainage facilities					
	other					
TOTAL ED Off-Site Develop.						
9	COMMERCIAL/INDUSTRIAL FACILITIES					
a	land acquisition/disposition					
	building acquisition/construction/rehabilitation					
	other improvements					
TOTAL Commercial/Industrial Facilities						
10	Commercial/Industrial Equipment					
11	Inventory/Working Capital					
12	Microenterprise Technical Assistance					
13	Other - New Housing Construction			450,000	450,000	Habitat, KHC loans
Subtotal		915,000		1,072,100	1,987,100	
14	PLANNING			10,000	10,000	
15	ADMINISTRATION	85,000			85,000	
CONTINGENCIES						
TOTAL PROJECT COSTS		1,000,000		1,082,100	2,082,100	

Architectural/Engineering Costs must also be shown in a line item above (do not show as "other")

Architectural/Engineering Design			52,000	52,000	
Architectural/Engineering Inspection			36,300	36,300	
Architectural/Engineering Other					
Total Architectural/Engineering			88,300	88,300	



DP-1

Profile of General Population and Housing Characteristics: 2010

2010 Demographic Profile Data

NOTE: For more information on confidentiality protection, nonsampling error, and definitions, see <http://www.census.gov/prod/cen2010/doc/dpsf.pdf>.

Geography: Winchester city, Kentucky

Subject	Number	Percent
SEX AND AGE		
Total population	18,368	100.0
Under 5 years	1,384	7.5
5 to 9 years	1,223	6.7
10 to 14 years	1,189	6.5
15 to 19 years	1,194	6.5
20 to 24 years	1,143	6.2
25 to 29 years	1,298	7.1
30 to 34 years	1,368	7.4
35 to 39 years	1,376	7.5
40 to 44 years	1,168	6.4
45 to 49 years	1,246	6.8
50 to 54 years	1,245	6.8
55 to 59 years	1,087	5.9
60 to 64 years	974	5.3
65 to 69 years	703	3.8
70 to 74 years	572	3.1
75 to 79 years	479	2.6
80 to 84 years	360	2.0
85 years and over	359	2.0
Median age (years)	36.4	(X)
16 years and over	14,335	78.0
18 years and over	13,817	75.2
21 years and over	13,175	71.7
62 years and over	3,045	16.6
65 years and over	2,473	13.5
Male population		
Under 5 years	732	4.0
5 to 9 years	653	3.6
10 to 14 years	594	3.2
15 to 19 years	626	3.4
20 to 24 years	563	3.1
25 to 29 years	615	3.3
30 to 34 years	669	3.6
35 to 39 years	696	3.8
40 to 44 years	587	3.2
45 to 49 years	591	3.2
50 to 54 years	600	3.3
55 to 59 years	481	2.6
60 to 64 years	422	2.3

Subject	Number	Percent
65 to 69 years	318	1.7
70 to 74 years	244	1.3
75 to 79 years	175	1.0
80 to 84 years	144	0.8
85 years and over	111	0.6
Median age (years)	34.6	(X)
16 years and over	6,709	36.5
18 years and over	6,437	35.0
21 years and over	6,117	33.3
62 years and over	1,230	6.7
65 years and over	992	5.4
Female population	9,547	52.0
Under 5 years	652	3.5
5 to 9 years	570	3.1
10 to 14 years	595	3.2
15 to 19 years	568	3.1
20 to 24 years	580	3.2
25 to 29 years	683	3.7
30 to 34 years	699	3.8
35 to 39 years	680	3.7
40 to 44 years	581	3.2
45 to 49 years	655	3.6
50 to 54 years	645	3.5
55 to 59 years	606	3.3
60 to 64 years	552	3.0
65 to 69 years	385	2.1
70 to 74 years	328	1.8
75 to 79 years	304	1.7
80 to 84 years	216	1.2
85 years and over	248	1.4
Median age (years)	38.1	(X)
16 years and over	7,626	41.5
18 years and over	7,380	40.2
21 years and over	7,058	38.4
62 years and over	1,815	9.9
65 years and over	1,481	8.1
RACE		
Total population	18,368	100.0
One Race	18,014	98.1
White	16,113	87.7
Black or African American	1,502	8.2
American Indian and Alaska Native	30	0.2
Asian	75	0.4
Asian Indian	19	0.1
Chinese	26	0.1
Filipino	8	0.0
Japanese	2	0.0
Korean	2	0.0
Vietnamese	2	0.0
Other Asian [1]	16	0.1
Native Hawaiian and Other Pacific Islander	5	0.0
Native Hawaiian	2	0.0
Guamanian or Chamorro	3	0.0
Samoan	0	0.0

Subject	Number	Percent
Other Pacific Islander [2]	0	0.0
Some Other Race	289	1.6
Two or More Races	354	1.9
White; American Indian and Alaska Native [3]	65	0.4
White; Asian [3]	38	0.2
White; Black or African American [3]	156	0.8
White; Some Other Race [3]	56	0.3
Race alone or in combination with one or more other races: [4]		
White	16,451	89.6
Black or African American	1,687	9.2
American Indian and Alaska Native	112	0.6
Asian	126	0.7
Native Hawaiian and Other Pacific Islander	13	0.1
Some Other Race	354	1.9
HISPANIC OR LATINO		
Total population	18,368	100.0
Hispanic or Latino (of any race)	605	3.3
Mexican	479	2.6
Puerto Rican	40	0.2
Cuban	4	0.0
Other Hispanic or Latino [5]	82	0.4
Not Hispanic or Latino	17,763	96.7
HISPANIC OR LATINO AND RACE		
Total population	18,368	100.0
Hispanic or Latino	605	3.3
White alone	256	1.4
Black or African American alone	5	0.0
American Indian and Alaska Native alone	3	0.0
Asian alone	0	0.0
Native Hawaiian and Other Pacific Islander alone	2	0.0
Some Other Race alone	265	1.4
Two or More Races	74	0.4
Not Hispanic or Latino	17,763	96.7
White alone	15,857	86.3
Black or African American alone	1,497	8.2
American Indian and Alaska Native alone	27	0.1
Asian alone	75	0.4
Native Hawaiian and Other Pacific Islander alone	3	0.0
Some Other Race alone	24	0.1
Two or More Races	280	1.5
RELATIONSHIP		
Total population	18,368	100.0
In households	18,087	98.5
Householder	7,558	41.1
Spouse [6]	3,170	17.3
Child	5,117	27.9
Own child under 18 years	3,868	21.1
Other relatives	1,179	6.4
Under 18 years	573	3.1
65 years and over	130	0.7
Nonrelatives	1,063	5.8
Under 18 years	105	0.6
65 years and over	33	0.2
Unmarried partner	601	3.3
In group quarters	281	1.5

Subject	Number	Percent
Institutionalized population	196	1.1
Male	140	0.8
Female	56	0.3
Noninstitutionalized population	85	0.5
Male	53	0.3
Female	32	0.2
HOUSEHOLDS BY TYPE		
Total households	7,558	100.0
Family households (families) [7]	4,859	64.3
With own children under 18 years	2,218	29.3
Husband-wife family	3,170	41.9
With own children under 18 years	1,264	16.7
Male householder, no wife present	407	5.4
With own children under 18 years	206	2.7
Female householder, no husband present	1,282	17.0
With own children under 18 years	748	9.9
Nonfamily households [7]	2,699	35.7
Householder living alone	2,264	30.0
Male	901	11.9
65 years and over	245	3.2
Female	1,363	18.0
65 years and over	662	8.8
Households with individuals under 18 years	2,584	34.2
Households with individuals 65 years and over	1,934	25.6
Average household size	2.39	(X)
Average family size [7]	2.95	(X)
HOUSING OCCUPANCY		
Total housing units	8,454	100.0
Occupied housing units	7,558	89.4
Vacant housing units	896	10.6
For rent	455	5.4
Rented, not occupied	18	0.2
For sale only	124	1.5
Sold, not occupied	19	0.2
For seasonal, recreational, or occasional use	26	0.3
All other vacants	254	3.0
Homeowner vacancy rate (percent) [8]	2.9	(X)
Rental vacancy rate (percent) [9]	11.6	(X)
HOUSING TENURE		
Occupied housing units	7,558	100.0
Owner-occupied housing units	4,102	54.3
Population in owner-occupied housing units	9,983	(X)
Average household size of owner-occupied units	2.43	(X)
Renter-occupied housing units	3,456	45.7
Population in renter-occupied housing units	8,104	(X)
Average household size of renter-occupied units	2.34	(X)

X Not applicable.

[1] Other Asian alone, or two or more Asian categories.

[2] Other Pacific Islander alone, or two or more Native Hawaiian and Other Pacific Islander categories.

[3] One of the four most commonly reported multiple-race combinations nationwide in Census 2000.

[4] In combination with one or more of the other races listed. The six numbers may add to more than the total population, and the six

percentages may add to more than 100 percent because individuals may report more than one race.

[5] This category is composed of people whose origins are from the Dominican Republic, Spain, and Spanish-speaking Central or South American countries. It also includes general origin responses such as "Latino" or "Hispanic."

[6] "Spouse" represents spouse of the householder. It does not reflect all spouses in a household. Responses of "same-sex spouse" were edited during processing to "unmarried partner."

[7] "Family households" consist of a householder and one or more other people related to the householder by birth, marriage, or adoption. They do not include same-sex married couples even if the marriage was performed in a state issuing marriage certificates for same-sex couples. Same-sex couple households are included in the family households category if there is at least one additional person related to the householder by birth or adoption. Same-sex couple households with no relatives of the householder present are tabulated in nonfamily households. "Nonfamily households" consist of people living alone and households which do not have any members related to the householder.

[8] The homeowner vacancy rate is the proportion of the homeowner inventory that is vacant "for sale." It is computed by dividing the total number of vacant units "for sale only" by the sum of owner-occupied units, vacant units that are "for sale only," and vacant units that have been sold but not yet occupied; and then multiplying by 100.

[9] The rental vacancy rate is the proportion of the rental inventory that is vacant "for rent." It is computed by dividing the total number of vacant units "for rent" by the sum of the renter-occupied units, vacant units that are "for rent," and vacant units that have been rented but not yet occupied; and then multiplying by 100.

Source: U.S. Census Bureau, 2010 Census.

APPENDIX B

APPENDIX B

LINCOLN STREET REDEVELOPMENT PROJECT – PHASE I

WINCHESTER, KENTUCKY

RELOCATION AND ANTI-DISPLACEMENT PLAN

In the implementation of the Lincoln Street Redevelopment Project – Phase I, it will be necessary to relocate families living in deteriorated structures to safe, decent and sanitary housing. Approximately nine households in the project area presently live in dilapidated structures and will have to be permanently relocated to suitable housing. Of the nine households to be relocated as part of the project, two are owner-occupied and seven are renter-occupied.

A. Administration

All relocation activities in the City of Winchester will be administered by the designated project administrator in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (Uniform Act) and U.S. Department of Housing and Urban Development's relocation procedures

B. Purpose

The purpose of this relocation function is to provide maximum assistance to persons and families displaced as part of the Community Development program's acquisition and clearance activities in obtaining suitable, safe, decent, and sanitary replacement housing.

C. Relocation Standards

1. Physical and Occupancy Standards

All units considered for replacement housing must meet Kentucky Residential Code for new or reconstructed houses and International Property Maintenance Code for houses that are rehabilitated. Any housing used for relocation purposes must meet the HUD Section 8 Housing Quality Standard, applicable building codes, lead hazard regulations and have the appropriate number of bedrooms for the family size.

2. Ability to Pay

No individual or family should be referred to a comparable replacement dwelling for which the anticipated rent or mortgage payment and utilities will exceed 30% of their gross monthly income, including relocation benefits.

3. Environmental Standards

A suitable replacement housing unit must be in a location free of adverse environmental conditions and of similar accessibility as the displaced former residence to public services, utilities, employment, commercial facilities, churches, recreation, etc.

4. Non-Discrimination

All replacement housing considered for this relocation activity are open to all persons regardless of race, color, religion, disability, familial status, disability, status as a protected veteran, sexual orientation, gender identity or national origin, in a manner consistent with Title VI of the Civil Rights Act of 1968.

5. Proposal for Assuring Availability of Replacement Housing

- a. It is anticipated that owner occupants will construct last resort replacement homes on lots within the project area. However, should this not be the case, all persons being relocated will be assisted in purchasing or constructing replacement homes in the location of their choice. If necessary, the City will use condemnation powers to purchase lots in order to make suitable building sites available to those being displaced. Those displaced will be given first priority in purchasing lots available for construction of replacement homes. Owners will receive "make whole" benefits so they are no more in debt than before they were relocated.
- b. Renters to be relocated will be assisted in finding a replacement rental property or they can use their relocation payment for down-payment assistance to construct or purchase a home. Renters who wish to become homeowners will be given priority to purchase any available lots in the project area. Renters who wish to become homeowners will be referred to Habitat for Humanity, Reach or Community Ventures as appropriate for homeownership counseling and assistance in obtaining financing.
- c. Priority for the sale of properties acquired under this redevelopment project will be given to, in order:
 1. Project area property owners who are being displaced as a result of property acquisition or demolition activities;
 2. Project area tenants who are being displaced.

3. Those who have lived in the project area the longest will have priority over newer occupants when selecting replacement lots.

4. Other low to moderate income persons.

c. Any displacee who chooses not to construct new housing within the project area will be assisted in finding suitable replacement housing elsewhere. Public housing and other assisted housing units will be given top priority for replacement housing referrals for low income renters. The following requirements for replacement housing shall apply.

1. Replacement housing for relocation activities must be inspected prior to referral to displacees and subsequent to occupancy to insure that it meets HUD Housing Quality Standards.

2. No persons being relocated as part of this Community Development Program may be referred to a unit which:

a. Is structurally deficient, lacks appropriate water and sewer service, has hazardous lead paint conditions, has inadequate weatherization, or is inaccessible to disabled displacees or otherwise fails to meet HUD Housing Quality Standards and other building codes;

b. Has loan payments or rent greater than the displacee's ability to pay;

c. Is in a blighted area for which no redevelopment is planned; and

d. Is in an inconvenient location from the person's place of employment and for which commercial activities, recreation, church, etc. are not accessible.

6. Relocation Assistance Advisory Services

At the earliest possible date, persons to be displaced as part of the redevelopment project will be contacted and informed of the relocation procedure, replacement housing referrals, financial assistance, and social services assistance available under the relocation activity. Those being displaced will receive a General Information Notice after the release of project funds. Eligible persons will be informed verbally and given written information about the relocation process and available financial assistance to ensure their understanding of the program and a smooth relocation.

7. Housing Discrimination Complaint:

If a person displaced by this relocation activity is unable to purchase or rent a replacement dwelling because of alleged discriminating practices pertaining to race, color, creed, familial status, disability, status as a protected veteran, sexual orientation, gender identity or national origin, a HUD Housing Discrimination Complaint Form shall be made available, completed, and filed for each family or individual so aggrieved.

8. Social Services

Persons being relocated will be provided with needed social services counseling prior and subsequent to their relocation. The project administrator shall endeavor to assure the availability of counseling services related to job, financial, educational, health, and other social services. Referrals will be made to governmental, civil, and community agencies.

D. Equal Opportunity

1. The City shall take such actions as listed below to assure that all displaced persons are provided with the maximum opportunities to select replacement housing within the community's total housing supply; lessen racial, ethnic, and economic concentrations; and facilitate desegregation and racially inclusive patterns of occupancy and use of public and private facilities:
 - a. Make full use of HUD properties, multiple listing services, and normal real estate management and brokerage services.
 - b. Inform members of minority groups of housing opportunities in non-traditional neighborhoods and provide services to familiarize them with such neighborhoods.
 - c. Cooperate fully with fair housing groups, human relations bodies, and other social groups, civic and religious groups interested in facilitating freedom of residence.

E. Grievance Procedure

1. Each person being displaced as part of this relocation activity will be informed both verbally and in writing about the city's grievance procedure. The grievance procedure will operate as follows:
 - a. A person may file a written appeal with the Mayor in any case in which the person believes that the agency has failed to properly determine the person's eligibility for, or the amount of a payment

required under the Uniform Act, or a relocation payment required under these regulations. Persons may also request an appeal concerning a review of the quality and adequacy of replacement housing. Any person requiring assistance in filing an appeal will be assisted by the project administrator.

- b. Appeals must be filed within sixty days after the person receives written notification of the agency's determination on the person's claim.
- c. All appeals will be reviewed in a timely manner and the persons filing the appeal will be notified in writing of the agency's decision, the basis for that decision, and procedures for further appeal.
- d. A person has a right to be represented by legal counsel or other representative in connection with his or her appeal, but solely at the person's own expense.
- e. If the appellant is not satisfied with the Mayor's determination, they may then take the appeal to the City Commission. The City Commission will then review the appeal and issue a decision.
- f. The agency shall permit a person to inspect and copy all materials pertinent to his or her appeal except materials which are classified as confidential by the agency.
- g. If the City Commission disapproves an appeal, the appellant is entitled to a review by the Kentucky Department for Local Government, Office of Federal Grants, 1024 Capital Plaza Center, Suite 340, Frankfort, Kentucky 40601. A state review may be obtained by sending a written request to the appropriate agency listed above within thirty days after receiving the review findings from the City Commission.

F. Relocation Payments

- 1. Relocation payments shall be in full conformance with the provisions of the Uniform Act of 1970, as amended.
- 2. Fixed payments for moving expenses shall be determined in accordance with Department of Transportation, Federal Highway Administration's (49 CFR, Part 24) fixed moving expense payment schedule.

G. Temporary Relocation - Owner Occupants

Temporary relocations must be approved by the project manager prior to the occupant entering into a lease or rental agreement. Families that move of their own accord without prior approval for temporary relocation benefits may not be eligible for

reimbursement of these costs. Circumstances when temporary relocations may be approved include the following:

1. The occupant's house must be demolished in order for their replacement house to be constructed.
2. The occupant's house is being rehabilitated and contains lead based paint or rehabilitation work requires the family to relocate temporarily (plumbing and/or electrical must be off for extended periods etc.).

Occupants will be encouraged to stay with friends or relatives especially when the temporary relocation is for a short period of time (30 days or less). Relatives and friends may be paid an amount as established in the temporary relocation policy for providing shelter.

For longer relocations, the temporarily relocated family will first be given the option of renting any available housing the city may have acquired that would be suitable for temporary housing. Next, the city will work with the local public housing authority to provide temporary housing. If these sources are not available, the family will be assisted in finding a local, moderately priced hotel room (for short relocations) or other available rental properties. Rents must be reasonable for the area and generally should not exceed the fair market rent for the locality. For owner-occupants, the city will pay the monthly rent and storage costs not covered by the permanent moving expense payment. **All rents and out of pocket moving costs must be documented by receipts or rental or lease agreements.** In general, the occupant will be responsible for utilities at the temporary site on the same basis as the house they were relocated from and for any refundable deposits including rent deposit. A full copy of the city's approved temporary relocation policy is included in Appendix C.

H. Temporary Relocation - Tenants

In general, tenants will not receive temporary relocation payments unless they are using their relocation payment for down payment assistance to construct a replacement home and they must temporarily relocate while the replacement house is being constructed. For tenants the temporary relocation policy is the same as listed above for owners except that the city will pay the difference in cost between the rent the occupant was paying and the cost at the temporary facility. Any refundable deposits are the responsibility of the renter. A full copy of the city's approved temporary relocation policy is included in Appendix C.

I. Eviction Procedures

Eviction procedures will occur only as a last resort in the project area. Eviction will in no way effect the claimant's eligibility for relocation payments once a Notice of Relocation Eligibility has been issued by the Agency.

J. Other Provisions

If questions arise concerning any area not addressed in this Relocation Policy, the provisions of the Uniform Act of 1970, as amended, shall apply.

K. Anti-Displacement Plan

1. A total of 10 houses are included in the Lincoln Street Redevelopment Project - Phase I Area and require clearance due to their dilapidated condition and to allow street widening. A total of nine structures have occupied or occupiable bedrooms that will be lost to demolition. The structures to be cleared are shown on the project area map included in Appendix A. A total of 25 bedrooms will be lost to demolition and will be replaced as shown on the One-For-One Replacement Form included at the end of Appendix B.
2. It is anticipated that owner-occupants will construct two new replacement homes on lots within the project area. This includes one 4-bedroom house and one 2-bedroom house. Five additional houses will be constructed on the remaining five lots with an average of three bedrooms each. These new units total 21 bedrooms. In addition Habitat for Humanity of Madison and Clark Counties constructs new homes in Winchester each year. They are currently planning a new development area on land they own on Cook Ave. They will construct at least two new homes with two or more bedrooms during the time allowed for replacing bedrooms. Therefore a minimum of 25 new bedrooms will replace the 25 bedrooms lost through demolition within the City of Winchester.
3. The source of funds for the construction of seven replacement homes will be CDBG in the form of relocation payments. An estimated \$145,000 in CDBG funds used for owner relocations. Any funds the owner received for acquisition of their property are also used to construct a replacement home. In addition, it is anticipated that \$120,000 in Gap Financing from Kentucky Housing Corporation will be used to assist families at or below 60% of median family income to construct new homes. The balance of \$330,000 for new homes will be bank, Federal Home Loan Bank or Kentucky Housing Corporation loans and in-kind labor and donations to Habitat.
4. Replacement homes that will be constructed on the seven new lots will replace 21 of the 25 bedrooms lost to demolition. The new construction homes will be affordable by LMI households as gap financing and low interest loans will be used to keep monthly housing costs affordable. As the owners of the new homes will be LMI, it is anticipated that these homes will continue to be occupied by LMI families for the next ten years.

APPENDIX C

APPENDIX C
LINCOLN STREET REDEVELOPMENT PROJECT – PHASE I
CONSTRUCTION
PROGRAM GUIDELINES

I. DEFINITIONS

Definitions of terms used in this document shall be the following:

Ability-to-Pay - The difference between 30% of a household's adjusted average monthly gross income and the average monthly housing cost, used to determine how much of the cost of rehabilitation the household can be expected to pay with its own resources. Over-income occupants receive rehabilitation assistance based on their ability to pay.

Annual Income - The gross amount of household income anticipated to be received during the 12 months following the effective date of examination as calculated by the current HUD Section 8 method.

Applicant - The "Applicant" shall include all persons having legal or equitable title to the structure for which rehabilitation assistance is requested, including nonresident owners. (For purposes of determining income eligibility in the case of rental property, the applicant is considered to be the occupant of rental property.)

Applicant's Family - The "Applicant's Family" shall include the applicant and other persons related by blood, marriage, or operation of law who share this same dwelling unit.

City – The City of Winchester implementing the program as an agent of the Kentucky Governor's Office for Local Development, grantee of the U.S. Department of Housing and Urban Development (also known as the Agency).

Critical Health and Safety Deficiencies - Those necessary elements of the structure which are lacking or are deteriorated to a point which poses a real threat to the continued well being of the occupants. For the purpose of this plan, these include wiring, heating and major structural problems and the lack of adequate plumbing and lack of connection to public sanitary sewer system.

Displaced Person – The term “displaced person” means any person any person that qualifies as a displaced person under the Uniform Act and that moves from the real property or moves his/her personal property from the real property, permanently, as a direct result of: 1) the acquisition of or written notice of intent to acquire or initiation of negotiations to acquire such real property in whole or in part for a project; or 2) the rehabilitation or demolition of such real property for a project; or 3) The rehabilitation, demolition, or acquisition of all or part of other real property in which the person conducts a business or farm operation.

Forgivable Deferred Loan (FDL) - A direct payment for the purpose of bringing an eligible property up to Housing Code paid to the approved contractor on the Applicant's

behalf. There is no requirement for repayment unless the property is sold or transferred within the first ten years after rehabilitation is complete and/or the rental unit does not continued to be occupied by a low/moderate income household in compliance with the rental control agreement. (The amount of the FDL is forgiven/reduced at a rate of 10% per year for ten years.)

Housing Code/Housing Standard - The ICC International Property Maintenance Code which is adopted by the city as the minimum standards to which all structures approved for rehabilitation assistance must comply. New houses including those classified as a reconstruction must meet Kentucky Residential Code. Additional requirements may be imposed by the funding agency or for compliance with historic requirements.

Land Sales Contract - Any transaction, regardless of the nomenclature by which it is known, in which the purchaser-occupant obtains fee title only if he completes a series of installment payments over a period of time.

Low-Moderate Income - That level of income which, when combined with family size, relates to eligibility for rehabilitation assistance. These income levels are not more than 80% of median income by family size as established periodically by the federal Department of Housing and Urban Development and adopted by the City. Low to moderate income families will receive a 100% grant to rehabilitate the structure.

Monthly Housing Cost - Those expenses to the occupant incurred monthly for housing. This amount reflects property tax, mortgage or rent, basic utilities (electricity, gas, water, sewer) excluding phone and property insurance.

Neighborhood Redevelopment Project – CDBG project identified by a defined boundary containing contiguous properties. All properties within the defined boundary must be addressed in order to redevelop a specified area or neighborhood.

Owner-Occupied Structure - A residential structure occupied by the owner which is used entirely for residential purposes.

Project Manager - A representative of the City authorized to approve housing contractors and distribution of rehabilitation and relocation funds.

Rehabilitation - Repairs, reconstruction or additions to a structure necessary to improve it to the minimum standards as required by the Housing Code.

Rehabilitation Assistance - That amount of money available from the Agency to an Applicant on behalf of a specific structure for the purpose of correcting critical health and safety deficiencies in that structure and bringing the unit into full compliance with the Housing Code. For non-voluntary neighborhood redevelopment projects the rehabilitation assistance is in the form of a grant.

Renter-Occupied Structure - A residential structure occupied by a tenant, not the owner of the property.

Scattered Site Housing Project –A CDBG project that addresses multiple, non-contiguous properties throughout the jurisdiction of a city or county. Participation in scattered site projects is voluntary. Applicants are selected on the basis of specific criteria (as defined in the Urban Renewal Plan) in order to address those LMI persons who are living in the

worst housing conditions. All participants must be LMI.

Structure - For the purpose of this rehabilitation plan, a building containing one to four residential units or a mixed-use commercial and residential building considered to be real property under state law.

II. ELIGIBILITY REQUIREMENTS

NEIGHBORHOOD REDEVELOPMENT PROJECTS (NEW CONSTRUCTION)

All persons who are displaced as part of a neighborhood redevelopment project are eligible for relocation benefits as described in Appendix B. All relocation activities involving new construction under last resort housing provisions will be conducted in accordance with the Uniform Act and the U.S. Department of Housing and Urban Development's relocation regulations. Those who wish to use relocation payments to construct replacement homes within the project area must meet the following eligibility requirements:

RESIDENCE

Eligible applicants shall reside within the project area as defined in the Lincoln Street Redevelopment Project - Phase I Urban Renewal Plan.

OWNERSHIP

Eligible applicants shall be owners of the structure upon which the reconstruction work is to be performed. Owners shall hold fee simple title to the property, maintain a 99-year leasehold, have a life estate in a recorded deed or probated will, or own or have membership in a cooperative or mutual housing project that constitutes home ownership under Kentucky state law. A title search will be conducted for each property to determine ownership. All property taxes must be current. Any properties foreclosed upon or undergoing foreclosure proceedings are not eligible. Properties with title problems including unsettled estates which would limit the marketability of the property may be determined to be ineligible contingent on a review of the circumstances. Land contracts shall be converted to fee simple ownership. Owners or renters using relocation payments as down payment assistance to construct a home will be sold a lot with clear title.

MAINTENANCE

Maintenance agreements are not required of owner occupants who use relocation payments to construct homes on existing lots. However, any property sold to an owner-occupant and property sold to renters or other LMI families to construct a replacement home will contain a property maintenance provision as a deed restriction. In addition, those who receive a ten year forgivable deferred loan to purchase a lot will have a maintenance provision included in the mortgage agreement. The City Code Enforcement officer may perform periodic inspections, inform the property owner of any items that have deteriorated and request correction. The Agency reserves the right to take any appropriate action necessary to ensure that the property is maintained and may include early payback of financial assistance. This action will only be taken if the applicant shows a total disregard for maintenance and the Agency's request for correction of deteriorated items is repeatedly ignored and is documented accordingly.

OCCUPANCY

LMI families who purchase a lot to construct a home must occupy the home as their primary residence. They cannot rent the home out. This provision will be included in the mortgage agreement for the lot. If the lot is sold within the ten year period or the family no longer continues to occupy the home as their primary residence, the remaining balance of the forgivable deferred loan must be repaid to the City of Winchester. Only single family homes may be constructed on the available lots. Duplexes, multi-family structures and manufactured homes are not allowed.

INSURANCE

The owner of the house to be constructed must have or obtain property insurance equal to the value of the home prior to occupying the structure. In addition, the property owner may be required to obtain builders risk insurance during the construction of the home.

FINANCIAL ELIGIBILITY

Lots for new construction will be sold to households that are LMI. The applicants maximum gross annual household income cannot exceed the HUD definition of low to moderate income. This amount is based upon family size and is established annual by HUD. The current (2017) income limits are as follows:

FAMILY SIZE	80% of Median Low Income Maximum Gross Income
1 Person	\$37,350
2 Persons	\$42,650
3 Persons	\$48,000
4 Persons	\$53,300
5 Persons	\$57,600
6 Persons	\$61,850
7 Persons	\$66,100
8 Persons	\$70,400

The income of the household includes the income of all household members as defined by Section 8 income verification methods.

HOMEOWNERSHIP COUNSELING

LMI applicants who wish to purchase a lot including renters who are relocated, shall be required to attend homeownership counseling by an approved provider in order to be eligible to purchase a lot. This counseling will address issues such as credit worthiness, budgeting, housing finance and property maintenance. The applicants must agree to provide all necessary financial and credit information.

II. HOUSING STANDARDS

MINIMUM BUILDING STANDARDS

New homes constructed within the project area must meet Kentucky Residential Building Code. In addition, any homes constructed with CDBG funds must meet Kentucky Housing Corporation's Minimum Design Standards and Universal Design Standards. These standards will be incorporated into standard specifications and house plans for the project. Houses constructed will include any reasonable accommodations needed to meet the handicapped accessibility requirements of the occupants. An eligible structure shall be one which is below the minimum requirements established by the Housing Code and which, at a minimum, will have critical health and safety problems corrected following rehabilitation assistance.

ELIGIBLE COSTS

Eligible construction costs are the costs of meeting the requirements of the Housing Code, correcting incipient violations, and providing off-street parking. Building permits must be obtained by the contractor prior to construction.

When necessary to meet a specific requirement of the Housing Code, assistance may be used to the extent necessary for:

- ◆ Construction of the home in compliance with the building code and standard specifications.
- ◆ Rehabilitation, or removal and replacement of elements, of the dwelling structure, including basic equipment. The term "basic equipment" includes such items as heating system, hot water tank, electrical, sanitary fixtures and kitchen stove and refrigerator. It does not include other appliances.
- ◆ Improvements to increase the energy efficiency of the unit.
- ◆ Provision of off-street parking in compliance with local zoning requirements.
- ◆ Provision of utility service, including water and sewer.
- ◆ Replacement or provision of an outside storage area.
- ◆ Clearance of any trees, shrubs or other vegetation to allow construction of the home and insure no branches overhang the new house.

INELIGIBLE COSTS

Certain costs shall not be eligible:

- A. Improvements not required to bring the structure up to the standards of the Housing Code unless otherwise stated above;
- B. Landscaping and other yard or "non-structure" property improvements other than the lawn around the new house or any seeding of grass or sod necessary to cover disturbed areas unless necessary to meet Green Building requirements of the funding agency.
- C. Additional rooms, except as required to meet the Housing Code.
- D. Rehabilitation judged to be damaging to the historical character or value of a structure by the State Historic Preservation Officer of the Kentucky Heritage Council.
- E. Luxury or upgraded materials such as hardwood floors, exterior brick walls, whirlpool bathtubs etc.

Owners may pay for costs listed in A through E above with their own funds. Owners are required to provide evidence that they have funds available to pay for costs they are responsible for.

III. ASSISTANCE APPROVAL PROCESS

GENERAL

The following process shall be adhered to in soliciting, accepting and processing applicants for assistance to purchase a lot.

APPLICATIONS

The agency shall advertise the availability of assistance, the time, place and manner of filing applications, and general eligibility requirements through door-to-door solicitation, public hearings or other media as appropriate.

Each applicant shall file a standard application form. Assistance in preparing the form will be provided by the Agency if necessary.

Special arrangements shall be made to assist Applicants unable to file an application, especially for the elderly and disabled.

INTERVIEW

At the time of filing the application, an appointment for an interview shall be arranged between the Applicant, and member(s) of the Agency staff for the purposes of explaining policies and procedures and obtaining financial and other eligibility information. This interview may also be conducted by those providing homeownership counseling.

DETERMINATION OF FINANCIAL ELIGIBILITY

The Agency staff or counselor shall prepare a financial eligibility statement for the Applicant. Upon verification and completion of the financial eligibility statement, the Agency staff shall determine and verify the Applicant's financial eligibility according to the eligibility requirements

identified in Appendix C, Section II, *Eligibility Requirements*.

If an applicant is determined to be ineligible for assistance to purchase a lot the Applicant shall be notified in writing of such determination, the reasons for such determination, appeal procedures, other potential resources for assistance for which the Applicant may be eligible and means of applying for such assistance.

DETERMINATION OF ELIGIBLE REHABILITATION COSTS

A general Structural Condition Survey has been prepared in conjunction with the application and Urban Renewal Plan.

The Structural Condition Survey identifies the condition of the existing home including size and number and types of rooms. Replacement homes will be comparable to the owner-occupants existing home. The cost of the comparable replacement home will determine the relocation payment. Owners may pay for additional improvements with other funds.

WORK WRITE-UP AND CONSULTATION WITH APPLICANT

Upon determining that a structure is eligible construction, the Agency staff meet with the homeowner and prepare a specific work write-up based on the owners needs. This will include any necessary modifications to the house plans to meet site conditions or the owner's accessibility needs.

Work write-ups should not contain details that have no significant effect on cost, such as color, style or pattern. Decision on these details will be made by the owner based on samples provided by the building contractor during the pre-construction phase.

The owner must be consulted should any items be modified or eliminated from the original work write-up. Applicants receiving financial assistance must use the Agency-established low bidder contractor for the work. Owners may select another contractor provided that contractor is on the approved list and is paid no more than the amount of the low bid.

As a result of the consultation and agreement between the Agency and the Owner on the work to be done, the Agency shall prepare final bid documents. The final work write-up and bid documents shall be the basis for the specifications in the construction contract documents to be used to solicit bids and proposals from contractors.

SPECIFICATIONS AND DRAWINGS

Standard specifications shall be prepared by the Agency covering the specific work for the structure. Standard house plans shall also be provided by the Agency. The specifications shall clearly establish the nature and location of the work to be done and the material and equipment to be installed. Known acceptable brands shall be identified by reference to manufacturer's or association specifications and provisions shall be made for the acceptance of equal substitutions. Standard specifications will be prepared and given to each contractor prior to performing any rehabilitation work and will be included in all contracts by reference.

IV. CONTRACTING FOR NEW CONSTRUCTION WORK

GENERAL

This chapter sets forth requirements and procedures with respect to contracts for new construction activities financed with an owners or renters relocation payment.

REQUIRED CONTRACT

Rehabilitation financed through new construction activities undertaken for last resort housing for displaced persons shall be undertaken through a written contract (a standard form prepared by the Agency) between the contractor and the property owner. The Agency staff shall assist the property owner in preparing a suitable written contract. The contract will not be valid unless approved by the Agency and signed by the property owner.

THE CONTRACT DOCUMENT

The contract will consist of a single document signed by the contractor and accepted by the property owner, only following approval of the new construction activities. It shall contain a bid and proposal by the contractor, the general conditions, specifications for the work to be performed, the work write-up and, by any reference, Standard Specifications.

GENERAL CONDITIONS

The Agency staff shall prepare minimum general conditions for use in all contracts for new construction activities.

OBTAINING CONTRACTOR'S BID AND PROPOSALS

The Agency will establish and, on the basis of its experience, maintain a current listing of contractors who are qualified to perform and who are interested in doing rehabilitation or new construction work. Contractors must certify that they have not been debarred from performing work on Federally funded projects. While the list, in a limited way, may serve the purpose of pre-qualifying bidders, it shall not be used as a means of excluding bidders who are not on the list at the time the submission of a bid and proposal is in order. Vigorous efforts will be maintained to encourage minority business participation in the execution of the administration and contract phase of the program.

INVITATION TO CONTRACTOR FOR BID AND PROPOSAL

Contractors on the "approved list" will be contacted with regard to homes that are ready for rehabilitation or where new construction activities are proposed. The contractors will be asked to submit bids on the job. All bids will be reviewed and compared to the Agency's cost estimate. If the low bid is within the 15% above-below range, the bid will generally be acceptable. If the bid is 15% below the estimate, the Agency may determine that the bid is non-responsive. The Agency may opt to review the contractor's past performance, detailed cost estimates from supplier's and subcontractor's and financial information when determining if the bid is non-responsive. If the bid exceeds the 15%, the Agency will re-evaluate the Agency's cost estimate for accuracy and reserve the right to negotiate with the Contractor. If no agreement can be reached which is acceptable to both parties, the Agency will negotiate with the next lowest bidder. If the bid was non-responsive due to a low bid amount the Agency may opt to award the

bid to the next highest responsive bidder. If no agreement can be reached through the above described negotiations, the proposed work may be rebid.

The Agency may limit the number of contracts awarded to any one bidder based on the Agency's review of the capacity of the contractor. Contractor's without prior successful experience with HOME or CDBG funded projects or equivalent Federally funded projects may be initially limited to one contract at the Agency's option.

ELIGIBLE CONTRACTORS

In order for a Contractor to qualify for new construction, it will be necessary that the Contractor submit to the Agency an application to be placed on the eligible contractor's list. The Agency shall verify information on the application, and the eligibility of the contractor must be certified as to their eligibility regarding Federal debarment, suspension and other responsibilities. The Contractor will be notified in writing of the Agency's decision if they are found to be ineligible.

REMOVAL OF CONTRACTORS FROM APPROVED LIST

Poor performance, quality of work, failure to uphold the one-year guarantee, failure to obtain/maintain required insurance or disapproval from HUD may cause a Contractor's name to be removed from the "approved contractors" list. The following list contains additional reasons for which a contractor's name may be deleted from the approved list. The list includes, but is not limited to:

- A. Continuous poor quality work as determined by the Agency.
- B. Failure to pay subcontractors or material suppliers.
- C. Contractor's insolvency, bankruptcy or other conduct or condition which has or could result in a monetary loss to a homeowner or to the Agency in connection with the contract work. Contractors may be required to approve the Agency to obtain a credit report in order to determine the financial solvency of the business.
- D. Abandonment of a job or repeated failure to complete contract work within the specified time limit. Failure to make warranty repairs in a timely manner.
- E. Contractor's conviction of a crime in connection with contract work or in connection with payment or receipt of funds administered by the Agency.
- F. Failure to maintain a current business license and registration with the local building official. Failure for the corporation to maintain a good business status with the Kentucky Secretary of State.
- G. A history of job abandonment, bankruptcy, subcontractor or supplier payment problems, or similar problems with have resulted in financial losses to the Agency or other federally funded housing programs.

AWARD OF NEW CONSTRUCTION CONTRACT

The contract shall be awarded by the Agency on behalf of the owner after proper examination of the bid by the Owner and the Agency. The Owner reserves the right to reject the contractor with the lowest bid, however, the agency shall not pay more than the amount of the lowest, responsive bid. The owner may choose another contractor if they (1) elect to pay the difference between the

low bid and the desired contractor's bid, (2) negotiate with the contractor to accept the low bid amount, or (3) reduce work not required by the building code so that the cost to the agency does not exceed the approved low bid amount.

In award of a contract for new construction, the owner of the property shall execute the original contract documents. The executed contract documents shall be distributed to the owner, contractor and the Project Manager.

ISSUANCE OF NOTICE TO PROCEED ORDER

At the time the award is made, the Agency Staff shall remind the applicant/owner and the successful Contractor that the undertaking of the work covered by this contract is subject to issuance of an order to proceed within the number of days stated in the general conditions of the contract form the date of the award. The notice to proceed order shall be prepared by the Project Manager, signed by the Contractor and the Owner or their authorized representative.

PRE-CONSTRUCTION CONFERENCE

A pre-construction conference will be held prior to issuing the notice to proceed for any construction or rehabilitation activities. The homeowner, contractor, and project manager or duly authorized representative shall be present at the pre-construction conference to review specifications and/or work write-ups of the work to be performed by the contractor. The scope of services will be incorporated into the construction contract and all parties will be required to sign the contract as well as a pre-construction conference checklist in order to ensure that each has a thorough understanding of the work to be done and the timeframe for completion.

SELECTION OF MATERIALS

Materials utilized by the Contractor for roofing, siding, cabinetry, flooring, and countertops must be provided to and approved by the Owner and Project Manager. In addition, all color selections for roofing, siding, shutters, exterior painting, flooring (carpet and vinyl), countertops, and cabinets will be selected by the Owner. A form containing the Owner's color selections and signature will be given to the Contractor to alleviate potential misunderstandings. Should materials be unavailable or the Owner wishes to modify his/her selection (prior to the ordering and installation of the materials by the contractor), the form should be modified and initialed by the Owner, Contractor, and Project Manager. Failure to modify the form in advance of these changes shall be done so to the liability of the Contractor. Installation of materials (by the Contractor) other than those approved by the Owner and Project Manager may result in the Contractor removing and replacing these materials at his/her own expense.

LIQUIDATED DAMAGES

As specified in the contractor's contract with a homeowner, liquidated damages will be assessed for any work not finished by the completion date or for any faulty workmanship or materials not remedied or replaced by the contractor. In addition to liquidated damages, the contractor will be responsible for paying for any additional temporary relocation costs (rent, storage fees, etc.) associated with his/her failure to complete construction or rehabilitation of a home within the timeframe established in the contract.

ARBITRATION

Appropriate action mentioned above shall include arbitration to ensure the protection of both the

Applicant and the Contractor. Arbitration will be provided by the Agency. The Agency will inspect the work and determine if it has been performed in accordance with the contract and in a competent manner. If the work has not been completed properly, the Contractor will be ordered to make the necessary corrections before receiving any further payment. If the Contractor fails to make the necessary corrections prior to the expiration of his or her contract, the Agency shall assist the Applicant in obtaining another contractor to make the corrections. When corrections are made to the satisfaction of the Agency, the Agency shall make the necessary arrangements to pay the new Contractor for the corrections from the Applicant's account. At this time, the Contractor who failed to perform shall be paid the balance of the funds remaining in the contract, if any. This payment shall only be made upon receipt of the appropriate release of lien documentation. If the Contractor does make the corrections as requested and the work is deemed satisfactory by the Agency, the final payment shall be disbursed to the Contractor.

V. CONSTRUCTION INSPECTIONS

GENERAL

Inspection of construction work funded with Agency rehabilitation assistance or relocation monies shall be performed by the Agency. To accomplish this, the Agency shall, as necessary, make:

Interim inspections to ensure that the construction work is being completed in accordance with the construction contract.

A final inspection to determine that the construction work is being completed in accordance with the construction contract.

NEW CONSTRUCTION INSPECTIONS

The contractor is required to obtain a building permit on all new homes and to obtain a footer, framing, and final inspection from the local building inspector. Documentation from the building inspector showing that these inspections have been done and that the house is in compliance with the building code must be provided to the Agency. If the contractor fails to have a footer inspection done, the contractor (at his/her own expense) will be required to obtain a letter from a structural engineer certifying that the footer meets the building code and plans. This letter must contain the engineer's stamp and original signature. Prior to final payment, the contractor must also provide a copy of the termite certificate and certificate of occupancy (where issued) to the Agency. No house shall be occupied until the final electrical, HVAC and plumbing inspections have been passed and a certificate of occupancy has been issued.

INTERIM INSPECTIONS

Interim inspections will be made by the Agency staff dependent upon the amount of work and period of construction. In any case, at least one interim inspection per month will be made. Interim inspections will be made before progress payments are made on a Contractor's invoice. Interim inspection reports will be prepared by the inspector.

PROGRESS PAYMENTS

Issuance of a progress payment, if authorized by the contract, will be dependent upon favorable interim inspection reports indicating that the work completed is in compliance with the construction contract. In the event that work completed is not in compliance, it shall be the duty of the Agency staff to obtain appropriate corrective action from the Contractor. The Contractor shall be notified verbally, at the time of the inspection for progress payment, of any necessary corrective action to enable the Agency to make a progress payment. Agency staff will document this notification in the case file. This verbal notification will be followed up by a written memorandum to the Contractor if the work is not completed as required by the verbal notification.

Interim inspections should ascertain that the work completed is valued at an amount equal to the progress payment requested. No payment will be made on a construction contract until the Contractor has satisfactorily completed the necessary corrective action.

RETAINAGE

Contractors performing rehabilitation work shall be subject to 10% retainage until the owner signs a completion of work form. On new construction, there is also 10% retainage and the contractor will be required to furnish and pay one of the following: 1) one-hundred percent performance or payment bond or bonds; 2) a 20% cash escrow; 3) a 25% irrevocable letter of credit; or 4) a contractor may opt for 25% retainage on completed work.

CHANGE ORDERS

Change orders shall be issued on behalf of the Owner and executed by the Project Manager, Contractor, and homeowner when changes are required in the contract. Change orders may be used to add items of work which become evident after work is started. The Contractor shall not be authorized to perform any work outside the scope of the original contract without a written and properly executed change order. Unless formally approved as a change order by the Project Manager, any modifications to the contract, write-up or house plans, materials used, Owner color selection sheet, or specifications shall be done so at the risk of the Contractor and possibly to cost of the homeowner if an unapproved verbal agreement was made between the Owner and Contractor.

FINAL INSPECTION

Upon completion of the work and receipt of the Contractor's invoice containing his or her certification of satisfactory completion of all the work in accordance with the contract and his or her warranty, the Agency shall obtain from the Contractor a Release of Liens, including releases from all subcontractors and suppliers and a copy of each warranty, before making the final payment.

If the Contractor cannot provide the Agency with a satisfactory Release of Liens, the Agency, may, with owner's approval, pay the supplier and/or subcontractor directly. The Contractor will be notified in writing of the Agency's intent to pay the supplier or subcontractor directly seven working days prior to the date the Agency will make these payments. The supplier or

subcontractor will be required to sign a release of liens at the time of payment. Final payment will be made within 30 days of receipt of all necessary documents.

OWNER'S ACCEPTANCE OF WORK

The Owner will be asked to sign the Owner's Acceptance of Work. If there are any problems with workmanship, etc., these will be negotiated by the Agency between the Owner and the Contractor. In the instance that the Owner makes unreasonable request or demands and the Contractor has otherwise satisfied the requirements of the Agency, the Agency reserves the right to override the Owner's decision, accept the work, and begin closeout procedures. In the instance where the Agency's decision supersedes the non-acceptance of the Owner, the Agency will thoroughly document the reasons for the decision to close out the rehabilitation despite the homeowner's objections.

CERTIFICATION OF FINAL INSPECTION

After the Agency determines that the work, as indicated in the contract agreement with the Contractor has been fully and satisfactorily completed and the final inspection report obtained, the Agency shall prepare a "Certification of Final Inspection" which shall be signed by the Owner, Agency representative, and Contractor.

VI. PROJECT CLOSEOUT PROCEDURES

SUPPLEMENTAL INSPECTIONS

In some cases, defects and inadequacies in the construction work, not apparent at the time of final inspection, may show up after final payment for the work is made and the "Certification of Final Inspection" has been issued. Most of these are minor, such as floors and windows that stick after painting. However, other problems may be more serious, such as roof leaks not ascertainable until after a rain, defects in the heating systems installed during the non-heating season that were not revealed in the limited tests after inspection, etc. For this reason all work performed by the contractor is covered by a one-year guarantee. Owners may require the Contractor to correct significant defects and inadequacies found in the construction work performed under this contract. After final inspection and prior to the end of the one year warranty period, the Agency shall make an additional call on the Owner to ascertain if there are any complaints about the work which has been done. The Agency shall inspect the work to ascertain if the complaint is valid. If the complaint is valid, the Agency will assist the owner in obtaining prompt corrective action from the Contractor.

VII. TEMPORARY RELOCATION ASSISTANCE

GENERAL

Whenever possible, those residents being relocated or whose homes are being rehabilitated will be encouraged to remain in their existing structure while rehabilitation or new construction work is being done. If the Agency staff makes a determination that the occupant cannot remain in the structure, the Agency will pay moving expenses and rent at another residence for a period to be determined by the Agency in accordance with the Agency's temporary relocation policy below:

ELIGIBILITY

Temporary relocation assistance is available only upon notification by the Agency that it is necessary for an occupant to move during new construction or rehabilitation activities. Temporary relocation costs must be reasonable and approved prior to the occupant entering into a lease or rental agreement. In general, refundable deposits shall be paid by the occupants, not the agency. In general, rents at or below Fair Market Rents for the area will be considered reasonable. Rents above Fair Market Rent must be approved by the Project Manager. Expenditures without prior approval of the Agency may be incurred at the risk of the occupant.

MOVING EXPENSES

Occupants who are eligible for a moving expense payment under the Uniform Act will receive the moving expenses they are eligible for in accordance with Uniform Act requirements. They will not be eligible for any additional moving expense payment for a temporary relocation. An occupant who must relocate temporarily while their house is being rehabilitated who is not eligible for moving expenses under the Uniform Act will receive a lump sum payment for moving expenses based on the number of rooms of furniture in the house following the URA Moving Expense Payment Schedule for Kentucky. One half of the lump sum payment will be made when the occupant moves out of the house and the remaining one half will be paid when they move back into their home.

RENTAL PAYMENTS

Occupants will be encouraged to stay with friends or relatives especially when the temporary relocation is for a short period of time (30 days or less). Relatives and friends may charge the relocated family rent for providing shelter. However, the rent must be reasonable and not exceed one-half of the HUD listed fair market rent for the unit. Such agreements must be in writing and approved by the project manager. For longer relocations, the temporarily relocated family will first be given the option of renting any available housing the city may have acquired that would be suitable for temporary housing. Next, the city will work with the local public housing authority to provide temporary housing. If these sources are not available, the family will be assisted in finding a local, moderately priced hotel room (for short relocations) or other available rental properties.

Rents must be reasonable for the area and generally should not exceed the HUD fair market rent for the locality. For owner-occupants, the city will pay the monthly rent. For renters, the city

pays the difference between the current rent and the rent at the temporary unit. The occupants will be responsible for all utilities at the temporary site. The utilities included in the rent shall be considered when determining if the occupant shall pay a portion of the rent.

The maximum temporary relocation payment per household for each month of temporary relocation:

One Bedroom Unit – \$600

Two Bedroom Unit – \$800

Three Bedroom Unit – \$1,100

Four Bedroom Unit – \$1,300

For a rental unit, the number of bedrooms is based on the number of bedrooms of the unit the household is moving out of unless additional bedrooms are needed due to overcrowding.

If staying with another family temporarily, relatives and friends may charge the relocated family rent for providing shelter according to the schedule below. Such agreements must be in writing and approved by the project manager.

The following amounts will be paid

1 or 2 persons staying with friends or relatives - \$200

3 or 4 persons staying with friends or relatives - \$300

More than 4 persons staying with friends or relatives - \$400

DEPOSITS

The occupant shall be responsible for any deposits or lock purchases. The Agency shall not pay any refundable deposits. It is the occupants responsibility to meet all lease or rental requirements to obtain refunds of deposits including notifying the owner or rental agent of when they will be moving out of the unit.

STORAGE

If new construction or rehabilitation work cannot be completed with the occupant's household goods in place and there is not sufficient room in a temporary rental location, the Agency may provide insured commercial storage space. Temporary storage costs must be reasonable and approved by the Agency prior to the occupant entering into a rental agreement for temporary storage. Expenditures without prior approval of the Agency may be incurred at the risk of the occupant. No payments will be made to relatives or friends for temporary storage in uninsured spaces such as barns, residential garages or storage sheds.

LENGTH OF TEMPORARY RELOCATION

For new houses, the length of the approved temporary relocation shall generally be six months. For rehabilitated houses, the length will be based on the expected time to complete the work. This will allow time for the occupant to move out, a four month construction period and time for the occupant to move into the new house. Temporary relocations beyond six months must be approved by the project manager. Once a certificate of occupancy is issued for the house and

the project manager has notified the family that they can now occupy the house, the family will be given a reasonable amount of time to move into the reconstructed /rehabilitated house. This will generally be 14 to 30 days depending on coordination with the rental agreement. It is the occupant's responsibility to move within the allotted time, clean the vacated temporary residence or storage building and return the key to the owner. The owner must provide proof that they have obtained their homeowners insurance prior to occupying the house.

Participants must understand that if the house is completed in the winter or during other periods of wet or adverse weather, the yard work may not be completed at the same time as the house. The Agency will not be responsible for rental payments once the house itself is complete. If the occupants fail to vacate the temporary rental property in the time allotted, they shall be responsible for paying any additional rental payments or loss of deposits. If the temporary relocation is extended due to the failure of the contractor to complete the work on time, the Agency shall deduct the cost of any required additional rent or storage payments from the contract amount as liquidated damages.

APPENDIX D

LINCOLN STREET REDEVELOPMENT PROJECT – PHASE I

GRIEVANCE PROCEDURES

Grounds

You have the right to appeal any decision of the Project Manager and/or the City of Winchester for failure to properly determine your eligibility for, or the amount of, relocation assistance or payment for incidental expenses or certain litigation expenses. You may also appeal any other decisions relating to housing rehabilitation, acquisition or other project activities to the City Commission.

Your acceptance of the amount offered you by the City of Winchester does not limit your right to appeal the City's determination and seek a larger payment.

Methods and Time Limits for Initiating an Appeal

If your appeal concerns your eligibility for, or the amount of, a payment, you must file your written appeal within 60 days after by notified of your eligibility status and/or the amount of payment to be made. All appeals should be submitted in writing to:

**Mayor Ed Burtner
City of Winchester
32 Wall Street
PO Box 40
Winchester, KY 40392-0040
(859) 744-2821**

The Mayor will send you a copy of the decision, a statement of the facts and legal basis upon which it is based, a description of how any new payments or relief will be provided to you, and, if your appeal was not totally granted, a statement of your right to appeal the Mayor's decision directly to the City Commission. If the appeal cannot be resolved on the local level, appeals may be made to the Director, Division of Federal Grants, Department for Local Government (DLG), 1024 Capital Center Drive, Suite 340, Frankfort, KY 40601. DLG review may be granted by providing a written request after receipt of the city's written determination. Any final decision may be appealed to the HUD Field Office. In any review of your appeal by the City, DLG or HUD, you have the right to be represented by a lawyer or other counsel, and you may appeal any final decisions by the State to the Courts.

If you have any questions concerning these procedures, do not hesitate to contact:

Kriss Lowry, Project Manager

Kriss Lowry & Associates, Inc.

227 South Rays Fork Road

Corinth, Kentucky 41010-3027

Telephone:(502) 857-2800

TDD: (for the Hearing Impaired Only)

1-800-648-6056 (making call with text telephone)

1-800-648-6057 (making call with conventional (voice) phone)

Email:kriss@krisslowry.com

Website: www.krisslowry.com

APPENDIX E

City of Winchester
Lincoln Street Redevelopment Project – Phase I
Urban Renewal Plan & CDBG
Public Hearing Notice

To all interested citizens of the City of Winchester, Kentucky:

The Kentucky Department for Local Government is accepting applications under the 2017 Community Development Block Grant (CDBG) Program. The City of Winchester intends to apply for assistance to implement the Lincoln Street Redevelopment Project – Phase I. The City of Winchester will hold a public hearing prior to the submission of the application. The public hearing will be held on July 10th, 2017 at 6:00 PM at Shearer Elementary School, 244 E. Broadway, Winchester, KY 40391. The purpose of this hearing is to obtain views on housing and community development needs, review proposed activities, review the proposed application, review the Lincoln Street Redevelopment Project – Phase I Urban Renewal Plan and solicit public comments. Technical assistance is available to help groups representing low and moderate income persons in developing proposals.

The following information concerning the CDBG program is available for public inspection at Winchester City Hall during regular business hours:

- A. Amount of funds available and range of activities that may be undertaken.
- B. Estimated amounts of funds proposed to be used for activities benefiting persons of low and moderate income.
- C. Plans for minimizing displacement of persons as a result of activities associated with CDBG funds and plans for providing assistance to those persons to be actually displaced as a result of CDBG-funded activities.
- D. Records regarding the past use of CDBG funds.
- E. A summary of other important program requirements.
- F. A draft copy of the Lincoln Street Redevelopment Project – Phase I Urban Renewal Plan including a map of the proposed project area.

Comments on Application

A copy of the CDBG application materials and draft Urban Renewal Plan will be on file at Winchester City Hall for citizens' review and comment during regular business hours from June 30, 2017 through July 10, 2017. Comments on the proposed application and Urban Renewal Plan may be submitted to the attention of Mayor Ed Burtner at City of Winchester, 32 Wall Street, PO Box 40, Winchester, KY 40392-0040, until 5:00 p.m. July 10, 2017.

Discrimination Clause

The City of Winchester does not discriminate on the basis of race, color, national origin, sex, age, religion, gender identity, sexual orientation, familial status or disability, and provides, upon request, reasonable accommodation, including auxiliary aids and services, to afford an individual with a disability an equal opportunity to participate in all services, programs and activities. Any persons requiring special needs assistance should contact, Matt Belcher, City Manager, at (859) 744-2821, at least five days prior to the meeting. The TDD number for the hearing impaired is 1/800-648-6057.

Lincoln St CDBG/Urban Renewal Public Hearing Notice Distribution List - Occupants mailed June 29,2017

Ms. Amanda Jones
12 Lincoln St
Winchester, KY 40391-2006

Mr. Mario Arreguin
15 Lincoln St
Winchester, KY 40391-2005

Ms. Elizabeth Richardson
21 Lincoln St
Winchester, KY 40391-2005

Currant occupant
225 E Hickman St
Winchester, KY 40391-2530

Occupant
227 E Hickman St
Winchester, KY 40391-2530

Ms. Tina Williams
23 Lincoln St
Winchester, KY 40391-2005

Ms. Pamela Curtis
29 Lincoln St
Winchester, KY 40391-2005

Mr. William Francis
30 Lincoln St
Winchester, KY 40391-2006

Mr. James Lewis
307 E Hickman St
Winchester, KY 40391-2532

Ms. Lisa Hollins
32 Lincoln St
Winchester, KY 40391-2006

Mr. Russell Burgess
34 Seaboard St
Winchester, KY 40391-2007

Mr. Charles Eversole
36 Lincoln St
Winchester, KY 40391-2006

Ms. Susan Roberts
37 Lincoln St
Winchester, KY 40391-2005

Mr. Dan Neal II
40 Lincoln St
Winchester, KY 40391-2006

Ms. Tanaejah Young
44 Lincoln St
Winchester, KY 40391-2006

Mr. Lee Mason
44 Seaboard St
Winchester, KY 40391-2007

Ms. Alisha Williams
49 Lincoln St
Winchester, KY 40391-2005

Mr. Eric Twigg
56 Lincoln St
Winchester, KY 40391-2006

Lincoln St CDBG/Urban Renewal Public Hearing Notice Distribution List - Property Owners mailed June 29,2017

Ms. Beverly Daugherty
43 Lincoln St
Winchester, KY 40391-2005

Mr. Shelby Toler
1725 Ecton Rd
Winchester, KY 40391

Ms. Jacqueline Curry
351 PEACH BLOSSOM RD
Bonaire, GA 31005

Mr. Christopher Harris
307 W Hickman St
Winchester, KY 40391

Mr. Guillermo Viveros
23 Lincoln St
Winchester, KY 40391

Mr. Rodney Clem
310 Rolling Hills Ln
Winchester, KY 40391

Mr. Ernest Sparks
3660 Muddy Creek
Winchester, KY 40391

Ms. Janice Butler
140 Elm St
Winchester, KY 40391

Mr. Maurice McGuire
3208 Kettering Ct
Lexington, KY 40509

Mr. James Wilburn
1344 Royalty Ct
Apt 1
Lexington, KY 40504

Ms. Mary Mason
Catherine Mason Estate
44 Seaboard St
Winchester, KY 40391-2007

Habitat for Humanity of Madison &
PO Box 186
Richmond, KY 40475

Dr. J Skinner
Inez Curray Estate
4919 J DIXIE HWY
Louisville, KY 40216

Jimmy L. Wright Estate
134 JEFFERSON ST
Winchester, KY 40391

Ms. Anna Mason
John W Hooten Estate
315 Canewood Dr
Winchester, KY 40391

Ms. Sarah Green
Mack Woods Estate
160 CORNELL DR
New Port News, VA 23608

Mr. Lee Lewis
Mary Lee Lewis Estate
2278 State Route 132
Goshen, OH 45122-9714

R & S Rental Properties, LLC
12 Court St, Ste1
Winchester, KY 40391

Rush Rental Properties LLC
3877 Old Boonesboro Rd
Winchester, KY 40391