**City of Elyria Downtown Demolition Program**

For many years properties in the downtown have slowly deteriorated and are beyond the point of reasonable rehabilitation. These properties are contributing to the slum and blight in the area. Many are unsafe and are preventing revitalization in the downtown. With this in mind that the City of Elyria offers this Downtown Demolition Program. Parcels needing demolition will be inspected to assess the condition and status.

**Eligibility:**

* Must be an existing building located in the City of Elyria Downtown Commons area or immediate surrounding corridors (see attached map for boundaries)
* When buildings are listed in the National and State Register of Historic Places, the City may deny the application.
* The City will require the applicant to be current on property taxes and utilities.

**Eligible costs include (but not limited to…):**

* Acquisition
* Demolition
* Asbestos Abatement
* Asbestos Surveys

**Application Requirements**

* The completed application must be signed by both the applicant and the owner of the property if different from the applicant.
* The application must be submitted to the Mayor’s Office on Economic Development before the project begins in order to be reviewed and approved by the Economic Development Committee of Elyria City Council.
* In order to be considered a complete application, the submittal must include: a photograph of the building, at least two demolition quotes, an assessment of the physical condition of the property indicating why the property is blighted and supporting materials. Incomplete applications which are missing required application materials will not be considered until such time as the information is provided.
* Also to accompany the application is the Statement of Contractor’s Qualifications Form. Contractors must be registered with the City of Elyria, Ohio.
* Applications will be reviewed on a first-come, first-served basis until all available program funds have been allocated.
* Appropriate permits must be obtained prior to demolition.
* Demolition must commence within ninety days of application approval and must be completed within six months of application approval.
* Any modifications to the approved application shall be approved by the City prior to the modification taking place.
* Payment of the matching incentive funds shall be in the form of reimbursement of fifty percent of the total cost of the improvements to a maximum of $50,000.
* Payment will be made after all work is satisfactorily completed according to the terms of the application and all costs are documented and submitted with receipts and/or invoices.
* A completed W-9 Form (Request for Taxpayer identification Number and Certification) provided by the Internal Revenue Service (IRS) will be required by the property owner prior to any payment.

**City of Elyria, Ohio  
Downtown Demolition Program  
Application  
(*This application must be submitted at least eight weeks in advance of the anticipated project start date to be considered.)*APPLICANT INFORMATION  
   
Applicant Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 **Business Name (s):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Property Owner Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Applicant Street Address:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Applicant Telephone:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Fax:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Applicant Email:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date of Application:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  **PROPERTY AND PROJECT DESCRIPTION  
   
Address of proposed improvement:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
**Total Cost of Project:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 **Eligible Reimbursement Request (Up to 50% of total cost up to $50,000):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**PProject**

**Description - Describe the conditions of the existing structure and the scope of the proposed project.**

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

**PROJECT APPLICANT CERTIFICATIONS**  
I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ the applicant, certify that I have completed the following items in order to be considered as a participant in the City of Elyria, Ohio’s Downtown Demolition Program. I understand that the reimbursement will not be processed until the project is complete and unless the application is approved by the City and all of the following items are submitted below. Please check and sign to affirm your understanding.

\_\_\_\_\_\_\_\_ Two quotes for each activity to be reimbursed for. Example: two quotes for asbestos survey, two quotes for demolition, etc.   
\_\_\_\_\_\_\_\_ A Statement of Contractor’s Qualifications is included with each quote.   
 \_\_\_\_\_\_\_\_ An exterior photo of the building prior to demolition.   
 \_\_\_\_\_\_\_\_ Blight certification and supporting materials.  
 \_\_\_\_\_\_\_\_ A completed W-9 Form (Request for Taxpayer identification Number and Certification) provided by the Internal Revenue Service (IRS) by the property owner.

**City of Elyria Slum/Blight Certification**

**Instructions**

Building owners applying for the City of Elyria Downtown Demolition Program must submit this certification form which ensures that the building to be demolished is considered functionally obsolete and would require investment greater than its return to rehabilitate.

**Property Address:**

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**Describe the specific condition(s) of blight, physical decay, functional obsolescence, or investment greater than its return to rehabilitate.**

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**Certification**

The undersigned certifies that, to the best of his or her knowledge and belief, all information contained in this application and in the accompanying statements and documents is true, complete, and correct. The undersigned agrees to notify the City immediately of any material changes in this information.

Signature Date

**REIMBURSEMENT DISCLAIMER**

I acknowledge that I understand the terms of the City of Elyria’s Downtown Demolition Program. It is my intent to meet the specified terms of this application if approved (50% of the cost/up to $50,000). I further understand that this project is approved for grant reimbursement only in strict accordance with the terms of the project described herein and approved as part of the application. Any change order from the application must be approved in advance by the City of Elyria. Failure to comply will negate the terms of this agreement and jeopardize receipt of reimbursement funds.

Applicant Signature:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Property Owner Signature (If Different):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**CITY APPLICATION PROCESSING**

For more information contact the Mayor’s Office on Economic Development at

(440) 326-1410.

**To submit this application**, please complete, include required attachments, and mail to:  
 City of Elyria  
 Mayor’s Office  
131 Court Street, Suite 301  
Elyria, Ohio 44035  
dcalvert@cityofelyria.org  
440-326-1410