

**INFORMATION REGARDING THE CITY OF PORT JERVIS,
NEW YORK HOMESTEAD PROGRAM AND THE SALE OF CITY OWNED PROPERTIES**

- 1. Purpose.** The purpose of this HOMESTEAD PROGRAM is to return vacant, city-owned, residential structures to an occupied, rehabilitated condition. It is the hope of the City of Port Jervis that the transfer of these buildings to qualified individuals will accomplish the following:

 - A. Encourage home ownership.
 - B. Remove a blighting influence.
 - C. Preserve the existing housing stock.
 - D. Provide additional tax revenue for the City of Port Jervis.

- 2. Selection Procedure.** The selection of candidates for homesteading shall be based upon the following need for housing:

 - A. Priority will be given to those families who do have the income and credit credentials to qualify for some financing but are unable to compete in the conventional mortgage market for reasons beyond their control.
 - B. Such an applicant shall prove that he/she/they has/have the ability to rehabilitate, repair or remodel the building concerned in accordance with the terms of this PROGRAM and that he/she/they has/have financial ability to do so.
 - C. All applicants shall submit their bid for a property on the Port Jervis Homestead Application Form and Bid Sheet as approved by the Common Council. All applications and bid sheets shall be submitted to the City Clerk Treasurer's office for transmittal to the Common Council. The City of Port Jervis Common Council shall approve/select successful applicants after review and discussion of submitted applications.

- 3. Eligible Properties.** Eligible properties shall be city-owned, vacant and unrepaired residential structures which have been offered for sale by the City of Port Jervis which have been selected or designated for the City HOMESTEAD PROGRAM by resolution of the Common Council.

- 4. Homestead Requirements.** Each homesteader will be required to sign an agreement with the city which shall require the homesteader:

 - A. To make or cause to be made any repairs and improvements required to meet the minimum standards for a Certificate of Occupancy from the City of Port Jervis within one (1) year of the transfer of title and obtain a Certificate of Occupancy for the residence from the City.
 - B. After the one (1) year rehab period designated in "A" above, to occupy the property as a principal residence for not less than three (3) years from the date the Certificate of Occupancy is issued by the City for the residence.

- C. To permit progress inspections by officials of the City of Port Jervis at intervals approved by the Common Council.
- D. Applicants who intend to repair and remedy properties they purchase under this Program will have the one (1) year rehab period set forth above to obtain a Certificate of Occupancy and six (6) months after the date of the Certificate of Occupancy to sell the property to a qualified homesteader. The purchaser/homesteader must occupy the property as a principal residence for not less than three (3) years from the date title vests in the homesteader.

-5. Transfer of Title.

- A. Upon acceptance of an application from a qualified homesteader(s) and full payment of the purchase price agreed, the Mayor, with the consent of the City Council, will execute a Quitclaim Deed, transferring title to the homesteader(s). The deed will contain covenants which will guarantee compliance with the terms of the homesteader agreement and a necessary reverter clause if those terms are violated.
- B. Upon the issuance of a conditional deed as provided herein, it shall be the obligation of the applicant to pay all taxes and assessments lawfully levied on the premises.
- C. Upon receipt of the conditional deed heretofore referred to, the applicant shall assume control of the premises, subject to the provisions of this Chapter. All work necessary to be done to bring the premises up to the standard as required by all applicable ordinances shall be commenced and carried to completion with reasonable diligence.
- D. Any applicant under this chapter, by making such application, shall agree to bring the premises up to the standards required by the Uniform Fire Prevention and Building Code and all other applicable ordinances, including the obligation to keep the property free from violations under the Port Jervis City Code, within one (1) year after the conditional deed has been issued. In the event that the applicant fails to bring the premises to a condition satisfactory to the Common Council of the City of Port Jervis within one (1) year of the time the conditional deed is issued, the Common Council shall issue a Notice of such default to the applicant. The applicant shall take all necessary steps to transfer the property to the City within thirty (30) days after receipt of the Notice. The conditional deed heretofore issued shall be null and void upon such failure.

-6. Homestead List. The Common Council shall cause a list to be compiled of all property in the city which shall be designated for the HOMESTEAD PROGRAM. Such properties shall be listed as subject to the provisions of this HOMESTEAD PROGRAM.

Applications may be received from persons qualified under this HOMESTEAD PROGRAM at any time. Upon examination of the application, if the Common Council is satisfied that the applicant complies with the requirements of this HOMESTEAD PROGRAM and will fulfill the proscribed obligations hereunder, the process to convey the property will be commenced.

-7. Application Form.

- A. The form of the Port Jervis Homestead Application shall be approved by the Common Council of the City of Port Jervis and may be amended by Resolution.
- B. No applicant shall provide false information on the application form. It shall be a violation of this HOMESTEAD PROGRAM if the applicant provides false information.

-8. Violations.

- A. Any violations of any obligation as outlined herein or any violations levied by City Officials on this property or other properties owned individually, or as a member of an LLC, partnership, corporation, etc. by an application during the application process or rehabilitation process shall disqualify the applicant from purchasing the target property in the HOMESTEAD PROGRAM, and shall also disqualify the applicant from purchasing a property in the HOMESTEAD PROGRAM in the future.
- B. Any failure to perform on an obligation created under this HOMESTEAD PROGRAM, during the application process, during the term of the contract, at closing shall disqualify the applicant from purchasing the target property.
- C. Any failure to perform any obligation created under this HOMESTEAD PROGRAM after closing shall result in the reversion of the property to the City of Port Jervis.
- D. The City of Port Jervis reserves the right to pursue any and all other legal remedies available to it.