

2022 Housing Incentive Program Application

The City of Clearwater, Kansas, has initiated the following Housing Incentive Program (Resolution 2-2022). This program is designated to encourage new construction of a single-family residence within the Clearwater City Limits. In order to qualify for this program, an applicant must meet the requirements.

PROGRAM

Under the Housing Incentive Program, the City of Clearwater, upon approval, will provide the following incentives for the purchase or construction of a new single-family residence within Clearwater City Limits between January 1, 2022 and December 31, 2022:

Property Tax Rebate

- 3 Year 50% Rebate on City of Clearwater Portion of Property Taxes.
 - The 1st year tax rebate will begin when the County Appraised Value has included improvements of the new residence. *(see guidelines below)*

Homebuyer Cash Allowance

- Homebuyer Cash Allowance of \$1500 will be paid to the homeowner upon Closing or when the Certificate of Occupancy has been received. *(see guidelines below)*

GUIDELINES

In order to qualify for this program, an applicant must meet the following guidelines:

Builder to Occupy

- A building permit must be issued for a new residence in the current incentive year.
- The Incentive Program Application must be submitted no later than 90 days from date of the building permit.
 - If the Incentive Program Application is not received in the time frame stated, the program is no longer available.
- Certificate of Occupancy must be received within 365 days of the building permit issue date.
 - A one (1) time extension, of not more than 90 days, may be requested prior to the expiration of the original Program Incentive Application, and is subject to the approval of the City Administrator.
 - If the Certificate of Occupancy is received after 365 days, the program is expired and no longer available, unless an extension has been granted.
- The residence must be used as owner occupied.
- This program will only apply to the original applicant and is non-transferable.
- Homebuyer Cash Allowance will be paid after a Certificate of Occupancy has been received.
 - Certificate must be submitted to the City Clerk 60 days from date of issuance or owner is disqualified to receive the Homebuyer Cash Allowance.
- Property taxes must be paid current to receive any rebate (properties with delinquent taxes will be disqualified for any future rebate).

- The new residence must be connected to available City services.
- Property titling must be in the individual property owner's name/ trust, and not a corporation, company, LLC, etc. and any residence/ property currently in an incentive program are not eligible to participate.

Buyer

- Must have a signed executed contract for a new residence in the current incentive year.
- The Incentive Program Application must be submitted no later than 90 days from date of the executed contract.
 - If the Incentive Program Application is not received in the time frame stated, the program is no longer available.
- Closing must be completed within 365 days of the executed contract date.
 - A one (1) time extension, of not more than 90 days, may be requested prior to the expiration of the set time frame, and is subject to the approval of the City Administrator.
 - If the closing does not take place within 365 days of executed contract, the program is expired and no longer available, unless an extension has been granted.
- Buyer must be the first occupant and the residence must be used as owner occupied.
- This program will only apply to the original applicant and is non-transferable.
- Homebuyer Cash Allowance will be paid upon closing and settlement statement has been provided.
 - Settlement statement must be submitted to the City Clerk 60 days from date of closing or owner is disqualified to receive the Homebuyer Cash Allowance.
- Property taxes must be paid current to receive any rebate (properties with delinquent taxes will be disqualified for any future rebate).
- The new residence must be connected to available City services.
- Property titling must be in the individual property owner's name/ trust, and not a corporation, company, LLC, etc. and any residence/ property currently in an incentive program are not eligible to participate.

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Applications will be reviewed by the City Administrator and City Clerk to ensure that all requirements are met. Please contact City Hall at (620) 584-2311 with any questions regarding this program or application.

Applicants Name:	
Applicant's Mailing Address:	
Applicant's Phone Number:	
Applicant's Email Address:	
Address of New Residence:	
Builder to Occupy or Buyer:	
Parcel Identification Number:	
Housing Incentive Program Includes: 3-Year 50% Tax Rebate \$1500 after Closing or Certificate of Occupancy has been received	

Signature of Applicant (s)

Printed Name

Date

OFFICE USE ONLY

Application Received By:	
Date Application Filed:	
Date of Building Permit:	
Closing Date:	
Date of Certificate of Occupancy:	

City Administrator Signature: _____ Approved Denied

Comments: _____