# LEGACY Hopkinsville Rental Rehabilitation Incentives Program

This program provides financial assistance in the form of reimbursements up to $10,000 to eligible rental property owners for bringing their newly acquired residential rental properties up to current code standards, implementing additional energy efficiency measures, and enhancing the structure's aesthetics.

**Rental Property Owner Eligibility**

- Structure in compliance with Basic Property Maintenance Code as documented by City Code Enforcement;
- Must have purchased a property located within a Legacy Hopkinsville Neighborhood;
- At the time of application submission, rental property ownership must be in the first one-hundred twenty (120) days of ownership, verified by date of transfer on filed deed;
- Possess a current business license with the City of Hopkinsville;
- Current on all tax payments with the City of Hopkinsville;
- Secured insurance on the property;
- No active citations or liens on property as documented by appropriate entity; and
- Limited to no more than two (2) applications per year
    - Owner cannot submit applications under multiple businesses, utilize family member(s), or entities with financial/personal interest or financial/personal benefit (as defined by the City of Hopkinsville Code of Ethics) to circumvent this criteria.

**Eligible Use of Funds**

Only specified repairs found in the appendix will be eligible for reimbursement under this program. This program is part of a revitalization effort and is intended to eliminate barriers to safe and sanitary housing as well as stimulate improved housing options for our community. **The total reimbursement for the property shall not exceed $10,000.**

| IMPROVEMENT/SYSTEM | ELIGIBLE AMOUNT |
|---|---|
| Upgrades to Plumbing Systems | $2,000.00 |
| Upgrades to Electrical Systems | $2,000.00 |
| Upgrades to Heat Source | $2,000.00 |
| Replace Tight & Sound Roof | $2,000.00 |
| Installation of Siding | $1,000.00 |
| Installation of Insulation | $1,000.00 |
| Installation of Energy Efficient Windows and Doors ($100 each NTE $1000) | $1,000.00 |

*Upgrades are found in the Appendix.

**Ineligible Activities**

- Activities or purchases undertaken before the application is approved.
- Unless specifically listed in the appendix as an eligible activity, the activity/purchase is not eligible for reimbursement.

**Project Approval/Reimbursement Process**

Completed application along with required supporting documentation submitted to the Program Coordinator:

1. Community and Development Services
   710 S Main Street (physical address)
   P.O. Box 1125 (mailing address)
   Hopkinsville, KY 42241-1125
2. Coordinator reviews application for qualification. If qualified, the code official and building inspector will perform an inspection to document both the structure's compliance with Basic Property Maintenance Code and existing conditions to track improvements that will be made. Eligible applications will then be submitted to Christian County/Hopkinsville Development Corporation (LDC) for funding review.
3. If approved, Coordinator will communicate to applicant so project can begin upon approval of necessary construction plans and/or issuance of a building permit.
4. Applicant completes rehabilitation within nine (9) months from date of approval to become code compliant with the Kentucky Residential Code (KRC) regarding improvements identified in their application. Applicant acknowledges that the building inspector will make periodic inspections (authorized by the Right of Entry signed as part of the application) to document that the work is code compliant.
5. The applicant will be reimbursed for eligible repair expenses once the final inspection is conducted by a certified building inspector and rental property owner has executed a mortgage and promissory note to be filed on the property for the required duration of five (5) years with 20% forgiven after each year of compliance is concluded. In the event of default, the City would also pursue reasonable attorney and legal fees. The City of Hopkinsville, LDC, and CDS will also be added as an additional insured on the property until the mortgage matures. A copy of the executed lease agreement with tenant must be submitted to remain in program compliance for the five (5) year duration.

**√ PLEASE ATTACH THE FOLLOWING TO THE APPLICATION:**

☐ Copy of Deed

☐ Copy of Insurance Policy

☐ Copy of City and County Tax Receipts

☐ Copy of Business License

☐ Schedule to Complete Rehabilitation Work

☐ Sample Lease Agreement

**LEGACY HOPKINSVILLE RENTAL REHABILITATION INCENTIVES PROGRAM APPLICATION**

Owner's Name: _____

Owner's Address: _____

Owner's City Privilege/Business License Number: _____

Phone/Cell: _____ Office: _____

Rental Property Address: _____

**√ PLEASE SELECT IMPROVEMENTS THAT WILL BE UNDERTAKEN AS PART OF THE REHABILITATION:**

☐ Upgrades to Plumbing Systems

☐ Upgrades to Electrical Systems

☐ Upgrades to Heat Source

☐ Replace Tight & Sound Roof

☐ Installation of Insulation

☐ Installation of Siding

☐ Installation of Energy Efficient Windows and Doors

**Statement of Disclosure and Hold Harmless**

I, the owner of the rental property as provided herein, certify that I understand and agree that the participation is voluntary and utilizing the incentives as outlined may be terminated upon my noncompliance with the terms of the program, falsification or incomplete information provided during any part of the program process, owner/contractor's failure to perform rehabilitation work in compliance with the standards of the Hopkinsville Code of Ordinances, and/or by order of a court of competent jurisdiction affecting the validity of the program. Further, I, the owner of the rental property as provided herein, will indemnify and hold harmless the Christian County/ Hopkinsville Development Corporation (LDC), the Community and Development Services Office, Hopkinsville Fire Department, City of Hopkinsville, Legacy Hopkinsville Program authorities, all members of these agencies, and the officers, employees and agents thereof from any and all loss, costs, expense, claims, liability or actions arising from or in connection with this agreement or the administration of this program.

**Effective Date Participation**

The owner of the rental property's participation in the Legacy Hopkinsville Rental Rehabilitation Incentives Program and eligibility for Reimbursement of Incentives will not commence until the LDC has approved the application.

**Right of Entry**

I, the owner of the rental property as provided herein, have the authority to permit a code official and an inspector from both Hopkinsville Fire Department and Community and Development Services to enter the premises. I further have the authority to permit the inspection of said premises. I hereby authorize inspection(s) to be conducted by both Hopkinsville Fire Department and Community and Development Services and/or its agents thereof. This authorization is made and becomes effective the date of execution. Inspections shall be utilized to assess the current condition of the structure (pre-inspections), evaluate all improvements made (post inspections), and verify continued maintenance of those improvements (at will inspections).

**I hereby certify that I have read, understand, and accept all of the above statements on this application:**

_____ _____

**Signature** **Date**

_____ _____

**Witness** **Date**

## APPENDIX $10,000 MAXIMUM

| PLUMBING – ENERGY EFFICIENCY STANDARDS | | |
|---|---|---|
| **MINIMUM STANDARD** | **ELIGIBLE FUNDED ACTIVITY ABOVE BPMC** | **MAXIMUM REIMBURSABLE** |
| BPMC | • Water efficient toilet replacement of no more than 1.28 GPF, and<br>• Install aerators flowing at 1.8 GPM or less or replace faucets to meet 1.8 GPM or less, and<br>• Install low flow showerheads rated 2.0 GPM or less, and<br>• Install a water heater rated with a UEF at or below 0.95, and<br>• *All upgrades require proof of rating and certificate of compliance* | $2,000.00 |
| **ELECTRICAL – KENTUCKY RESIDENTIAL CODE (KRC)** | | |
| **MINIMUM STANDARD** | **ELIGIBLE FUNDED ACTIVITY ABOVE BPMC** | **MAXIMUM REIMBURSABLE** |
| BPMC | • Replace weatherhead, riser, and meter base to meet adopted electrical code, and<br>• If fuses then upgrade to breakers with GFI where needed, and<br>• Install 3-Wire, 120/240 Volt Single Phase Service with minimum rating of 60 amperes<br>• *All upgrades require inspection and certificate of compliance* | $2,000.00 |
| **HEAT SOURCE** | | |
| **MINIMUM STANDARD** | **ELIGIBLE FUNDED ACTIVITY ABOVE BPMC** | **MAXIMUM REIMBURSABLE** |
| BPMC | • Upgrade heat source to ENERGY STAR rated heat pump, central air, or ductless system that meets adopted KRC<br>• *All upgrades require proof of rating and certificate of compliance* | $2,000.00 |
| **ROOF** | | |
| **MINIMUM STANDARD** | **ELIGIBLE FUNDED ACTIVITY ABOVE BPMC** | **MAXIMUM REIMBURSABLE** |
| BPMC | • Roof Replacement with 30 year shingles that comply with ASTM D 3462 & 7518 and meet the minimum 130 mph wind speed requirement (architectural shingles), and<br>• Installation of minimum 5 inch gutters and downspouts | $2,000.00 |
| **SIDING** | | |
| **MINIMUM STANDARD** | **ELIGIBLE FUNDED ACTIVITY ABOVE BPMC** | **MAXIMUM REIMBURSABLE** |
| BPMC | • Upgrade asbestos siding to vinyl, wood, metal, or fiber cement | $1,000.00 |
| **INSULATION** | | |
| **MINIMUM STANDARD** | **ELIGIBLE FUNDED ACTIVITY ABOVE BPMC** | **MAXIMUM REIMBURSABLE** |
| BPMC | • Insulate for the entire house in compliance with adopted KRC | $1,000.00 |
| **WINDOWS/DOORS** | | |
| **MINIMUM STANDARD** | **ELIGIBLE FUNDED ACTIVITY ABOVE BPMC** | **MAXIMUM REIMBURSABLE** |
| BPMC | • Replacement of windows and exterior doors in compliance with adopted KRC | $1,000.00 |