

Inner-City REZ Rental Rehabilitation Incentives Package Packet

- Section I: Incentive Overviews
- Section II: Eligibility Requirements
- Section III: Policies and Procedures
- Section IV: Application Process
- Section V: Application
- Section VI: Attachments

Program Designed by:
Inner-City Residential Enterprise Zone

Program Administered by:
Inner-City Residential Enterprise Zone,
Christian County/Hopkinsville Development Corporation,
and
Community and Development Services

101 North Main Street
Hopkinsville, KY 42240
www.hopkinsvilleky.us
Adopted on March 6, 2012

SECTION I
Inner-City REZ
Rental Rehabilitation Incentives Program
INCENTIVE OVERVIEWS

Administered By:
Inner-City Residential Enterprise Zone,
Christian County/Hopkinsville Development Corporation,
and
Community and Development Services

INTRODUCTION

The Inner-City REZ Rental Rehabilitation Incentives Program is designed to assist with the efforts of the Inner City Residential Enterprise Zone (ICREZ) program's housing stock revitalization component. These incentives were created to encourage rental property owners to invest in rehabilitating the current rental housing stock in order to provide safe, sanitary, and affordable residential housing. This package contains an option for rental property owners to receive financial assistance through reimbursements. These reimbursements are available for rehabilitation of rental properties which are brought into compliance with the standards required by Title 15 of the Hopkinsville Code of Ordinances which includes the Kentucky Residential Code (as amended) and the International Residential Code (as amended). Furthermore, the development must be maintained to the continual maintenance standard required by **Ordinance 25-2006** adopting the Basic Property Maintenance Code.

The Inner-City REZ Rental Rehabilitation Incentives Program offers a deferred payment loan for materials only. The maximum amount that can be loaned is \$10,000 however that amount cannot exceed 25% of the current assessed/appraised value of the property. This program places a mortgage on the property for the amount loaned. The mortgage is forgiven over a five (5) year period if applicant is compliant with all terms.

Pre-approval of incentives is required. A pre-inspection will be performed on every property for which an application is submitted and a work write up will be performed. A materials list for what is necessary to address all code violations will be provided to the property owner. For those applicants who chose to participate, a post inspection will be performed. The rental property owner will submit documentation of their completed project in the form of receipts **and** cancelled checks. Upon receipt of final inspection results, the incentives will be awarded to those applicants meeting all program requirements. This package is funded through the **Municipal Order 25-2005** creating the ICREZ program. The incentives are contingent upon the availability of ICREZ funds.

PROGRAM BOUNDARIES

The Inner-City REZ Rental Rehabilitation Incentives Program is offered to encourage improvement of housing stock within the four target neighborhood areas of the council approved ICREZ boundaries. The specific boundaries within the ICREZ that are eligible for use of these incentives are identified on the attached map.

SECTION II
Inner-City REZ
Rental Rehabilitation Incentives Program
ELIGIBILITY

Administered By:
Inner-City Residential Enterprise Zone,
Christian County/Hopkinsville Development Corporation,
and
Community and Development Services

ELIGIBILITY REQUIREMENTS

To be eligible for the Inner-City REZ Rental Rehabilitation Incentives Program, the applicant's project must be located within the four target neighborhood areas of the ICREZ boundaries and meet specific requirements. All projects must be a use that complies with all applicable city and state ordinances and regulations, but not limited to, the Hopkinsville Zoning Ordinance and the Kentucky Building Code. Furthermore, the development must be maintained to the continual maintenance standard required by Title 15 of the Hopkinsville Code of Ordinances which includes the Kentucky Residential Code (as amended) and the International Residential Code (as amended). Furthermore, the development must be maintained to the continual maintenance standard required by **Ordinance 25-2006** adopting the Basic Property Maintenance Code.

A copy of the rental property owner's business license is required to be attached to the application. All owners of at least one (1) rental property are required to obtain a city privilege license according to Ordinance No. 16-2007.

All city and county taxes must be current. No lapses in payment can occur while participating in this program.

All properties must be insured and a copy of that policy must be provided as part of the application. No lapses in insurance can occur while participating in this program.

All property owners listed in the deed must sign the application.

**SECTION III
Inner-City REZ
Rental Rehabilitation Incentives Program
POLICIES AND PROCEDURES**

**Administered By:
Inner-City Residential Enterprise Zone,
Christian County/Hopkinsville Development Corporation,
and
Community and Development Services**

POLICIES AND PROCEDURES

A single property owner is limited to five (5) approved applications per year.

The applicant must make all improvements that are necessary to bring the entire structure up to the required standards of Title 15 of the Hopkinsville Code of Ordinances which includes the Kentucky Residential Code (as amended) and the International Residential Code (as amended). Furthermore, the development must be maintained to the continual maintenance standard required by **Ordinance 25-2006** adopting the Basic Property Maintenance Code.

The property owner must utilize the approved lease agreement adopted by the Inner-City REZ Advisory Committee.

Rental property owners must fill out a right of entry form which will authorize pre- and post inspections for each property. If applicant is submitting multiple applications then multiple forms must be filled out.

Improvements to the rental property must be fixed to the real property and permanent in order to be eligible for reimbursement. The grade and quality must be equivalent or better than what is outlined in the project description and materials list.

After the pre-inspection of the property is completed, the Code Enforcement Officer will create a project description and an internal cost estimate for necessary improvements to bring the entire structure into compliance with the standards of Title 15 of the Hopkinsville Code of Ordinances which includes the Kentucky Residential Code (as amended) and the International Residential Code (as amended). Furthermore, the development must be maintained to the continual maintenance standard required by **Ordinance 25-2006** adopting the Basic Property Maintenance Code.

A copy of the project description and materials list will be provided to the rental property owner. A materials-only cost estimate will be utilized internally to reconcile the receipts and cancelled checks that must be submitted by the rental property owner when requesting reimbursement.

Reimbursements will only be made once the property has passed a final inspection ensuring that the entire property has been brought into compliance with the standards of Title 15 of the Hopkinsville Code of Ordinances which includes the Kentucky Residential Code (as amended) and the International

Residential Code (as amended). Furthermore, the development must be maintained to the continual maintenance standard required by **Ordinance 25-2006** adopting the Basic Property Maintenance Code. Also, all receipts for rehabilitation work are required for documentation purposes.

A mortgage in the amount of funds provided (not to exceed \$10,000) will be placed on the property and deferred over a five (5) year period. For every year that the structure remains in compliance with the standards of Title 15 of the Hopkinsville Code of Ordinances which includes the Kentucky Residential Code (as amended) and the International Residential Code (as amended), 20% of the mortgage amount will be forgiven. Furthermore, if the development is not maintained to the continual maintenance standard required by **Ordinance 25-2006** adopting the Basic Property Maintenance Code, then the structure is in violation of the program requirements and the mortgage is considered in default and action will be taken.

The rental property owner will be required to utilize the lease agreement adopted by the Inner-City REZ Advisory Committee. Copies of all current and future executed lease agreements must be provided to the Community and Development Services (CDS) for a five (5) year period. If it is determined that the rental property owner is not utilizing the approved lease, said property owner will be considered in default of their mortgage and action will be taken.

Random inspections must be allowed. The rental property owner(s) shall provide written consent to allow code enforcement officers the authority to enter and inspect the property. As a courtesy, the code enforcement officer will attempt to give the tenant of record based on the lease and the rental property owner(s), 24 hours advance notice.

**SECTION IV
Inner-City REZ
Rental Rehabilitation Incentives Program
APPLICATION PROCESS**

**Administered By:
Inner-City Residential Enterprise Zone,
Christian County/Hopkinsville Development Corporation,
and
Community and Development Services**

Application Process

1. Submittal of Application - Submit a completed application for each property and a copy of the following attachments for each property if applicable:

- Attach a deed to the property indicating ownership
- Attach a copy of applicant(s) business license
- Attach a copy of the properties insurance policy
- Attach a copy of city and county tax receipts
- A right of entry form must be submitted authorizing pre-, post, and at will inspections of the structure by code enforcement officers
- Attach a proposed time schedule to complete the work, including the anticipated construction start and completion dates

The official application must be assembled and submitted in its entirety to include all necessary attachments. Three (3) copies of the application and all attachments must be submitted to the CDS office.

Incomplete applications will not be reviewed by the CDS office. All incomplete applications that are resubmitted will be subject to any new policies or procedures that are adopted by the Inner-City Residential Enterprise Zone and/or the Christian County/Hopkinsville Development Corporation and/or the Community and Development Services office at the time of resubmission.

2. Applications should be submitted to the following location:

Community and Development Services
Attention: Inner-City REZ Program Coordinator
101 North Main Street
P.O. Box 1125
Hopkinsville, KY 42241

3. Application Approval Process – Once the application is submitted, eligibility will be determined by staff. If deemed eligible to participate, a project description and materials cost estimate will be created. The authority will render a decision after reviewing the content of the application and the attachments. If approved, correspondence will be sent to the property owner(s) authorizing work to begin in the

form of a notice to proceed with the rental rehabilitation project. The property owner(s) may only begin work after the application is approved.

4. Reimbursement Request Terms – Once the project is completed, the property owner(s) must request in writing a post inspection and submit all receipts and cancelled checks for rehabilitation work. Only after passing the final inspection will reimbursements be approved. Reimbursement checks will be delivered within sixty (60) days.

SECTION V
Inner-City REZ
Rental Rehabilitation Incentives Program
APPLICATION

Administered By:
Inner-City Residential Enterprise Zone,
Christian County/Hopkinsville Development Corporation,
and
Community and Development Services

✓

- Copy of Deed
- Copy of Insurance Policy
- Copy of City and County Tax Receipts
- Fill out attached Right of Entry Form
- Copy of Business License
- Attach a Time Schedule to Complete Rehabilitation Work
- Attach Three Copies of the Application

Owner's Name: _____

Owner's Address: _____

Owner's City Privilege/Business License Number: _____

Phone: _____ Cell: _____ Office: _____

Rental Property Address: _____

Rental Property Type: Single Family Multi-Family (3 or more units)

Statement of Voluntary Participation

I, owner of the rental property as provided herein, understand and agree that my participation in the Inner-City REZ Rental Rehabilitation Incentives Program is voluntary and the requirements as imposed are required by Municipal Order _____.

Statement of Disclosure and Hold Harmless

I, the owner of the rental property as provided herein, certify that I have been provided a copy of Municipal Order _____. I understand and agree that the incentives as provided in Municipal Order _____ and as outlined herein are based on the available funding, on a first-come, first serve basis and a determination of eligibility. I further understand and agree that the incentives as outlined in Municipal Order _____ may be terminated upon my noncompliance with the terms of the Municipal Order or this Agreement and/or may be terminated by order of a court of competent jurisdiction affecting the validity of Municipal Order _____ or this Agreement.

Further, I, the owner of the rental property as provided herein, will indemnify and hold harmless the Christian County/Hopkinsville Development Corporation, the Community and Development Services office, City of Hopkinsville, Inner-City REZ Program authorities, all members of these agencies, and the officers, employees and agents thereof from any and all loss, cost, expense, claims, liability or actions arising from or in connection with this agreement or the administration of the ICREZ Rental Rehabilitation Incentives Program.

Effective Date Participation

The owner of the rental property’s participation in the Inner-City REZ Rental Rehabilitation Incentives Program and eligibility for Reimbursement of Incentives will not commence until the Christian County/Hopkinsville Development Corporation’s has approved the application.

Termination of Agreement

This Agreement and the owner of the rental property’s participation in the Inner-City REZ Rental Rehabilitation Incentives Program will terminate upon default or noncompliance with the terms of this Agreement for any reason listed below:

- The owner/contractor’s failure to perform rehabilitation work in compliance with the standards of Title 15 of the Hopkinsville Code of Ordinances which includes the Kentucky Residential Code (as amended) and the International Residential Code (as amended) and project description provided deems the owner ineligible for participation. Furthermore, the development must be maintained to the continual maintenance standard required by **Ordinance 25-2006** adopting the Basic Property Maintenance Code or mortgage is in default.
- The owner of the rental property certifies that all information given herein is correct and understands that false or incomplete information may be grounds for denial of approval of incentive programs.

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

Signature

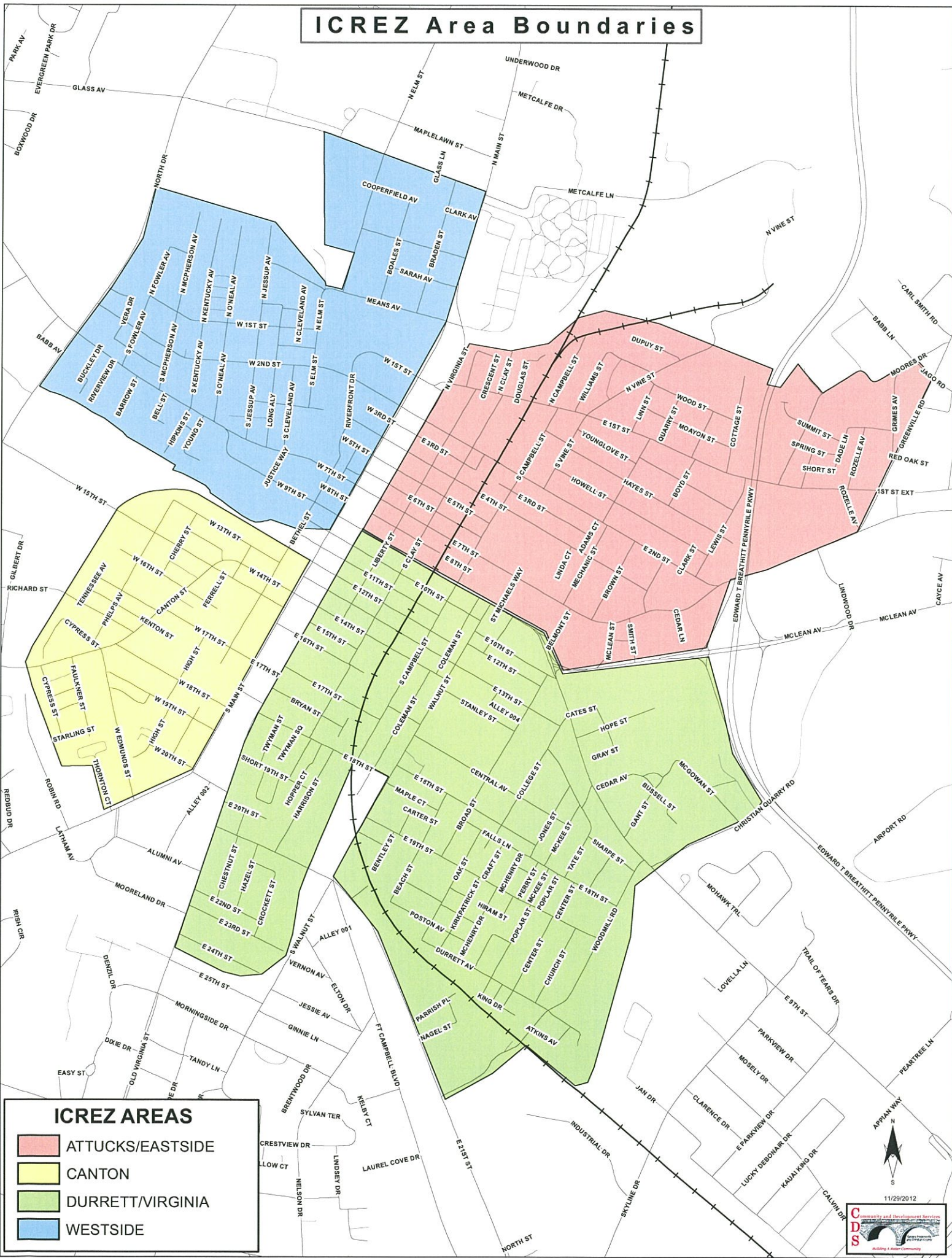
Date

**SECTION VI
Inner-City REZ
Rental Rehabilitation Incentives Program
ATTACHMENTS**

**Administered By:
Inner-City Residential Enterprise Zone,
Christian County/Hopkinsville Development Corporation,
and
Community and Development Services**

- I. Inner-City REZ Target Area Map
- II. Inner-City REZ Approved Lease Agreement
- III. Inner-City REZ Rental Rehabilitation Right of Entry Form

ICREZ Area Boundaries

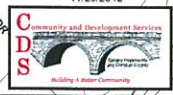


ICREZ AREAS

- ATTUCKS/EASTSIDE
- CANTON
- DURRETT/VIRGINIA
- WESTSIDE



11/29/2012



P R E A M B L E:

THIS LEASE AGREEMENT (hereinafter referred to as the "Agreement") made and entered into this _____ day of _____, 20____, by _____ and _____ between _____, whose address is _____ (hereinafter referred to as "Landlord") and _____ (hereinafter referred to as "Tenant").

W I T N E S S E T H :

WHEREAS, Landlord is the owner of certain real property being, lying and situate in _____ County, _____, such real property having a street address of _____.

WHEREAS, Landlord is desirous of leasing the Premises to Tenant upon the terms and conditions as contained herein; and

NOW, THEREFORE, for and in consideration of the sum of \$ _____ the agreement and obligations contained within this document, the receipt and sufficiency of which is hereby acknowledged, both parties agree as follows:

1. **TERM.** Landlord leases to Tenant and Tenant leases from Landlord the above described Premises together with any and all accessories thereto, for a term of _____ year(s), such term beginning on _____, and ending at 12 o'clock midnight on _____.
2. **RENT.** The total rent for the term the tenant resides in the premises is the sum of _____ DOLLARS (\$ _____) payable on the _____ day of each month of the term, in equal installments of _____ DOLLARS (\$ _____) first and last installments to be paid on the date this Agreement is signed by both parties, the second installment to be paid on _____. All such payments shall be made to Landlord at Landlord's address as set forth in the preamble to this Agreement on or before the due date and without notification from the Landlord.
3. **DAMAGE DEPOSIT.** Upon the date that both parties sign this Agreement, Tenant shall deposit with Landlord the sum of _____ DOLLARS (\$ _____) receipt of which is hereby acknowledged by Landlord, as security for any damage caused to the Premises during the term the tenant resides in the premises. Such deposit shall be returned to Tenant, without interest, and less any costs associated with damages to the Premises upon the termination of this Agreement.
4. **USE OF PREMISES.** The Premises shall be used and occupied by Tenant and Tenant's immediate family, consisting of _____, exclusively, as a private single family dwelling, and no part of the Premises shall be used at any time during the term of this Agreement by Tenant for the purpose of carrying on any business, profession, or trade of any kind, or for any purpose other than as a private single family dwelling. Tenant shall not allow any other person, other than Tenant's immediate family or visiting relatives and friends who are guests of Tenant, to use or occupy the Premises without first obtaining Landlord's written consent to such use. Tenant shall comply with any and all laws, ordinances, rules and orders of any and all governmental or quasi-governmental authorities affecting the cleanliness, use, occupancy and preservation of the Premises.
5. **CONDITION OF PREMISES.** Landlord stipulates, represents and warrants that Landlord has examined the Premises, and that they are at the time of this Lease in good order, repair, and in a safe, clean and tenantable condition as required by Title 15 of the Hopkinsville Code of Ordinances which includes the Kentucky Revised Code (as amended) and the International Residential Code (as amended). Upon written and dated notice from the Tenant, the Landlord is responsible for any necessary repairs to the Premises. If Landlord does not make necessary repairs within ten days from having been given notice, the Tenant shall be entitled to make those

specific repairs noted and will receive credit against the next month's rental payment. Copies of the receipts for those repairs shall be submitted with remainder of next month's rental payment.

6. **-TRANSFER AND SUB-LETTING.** Tenant shall not transfer this Agreement, or sub-let or grant any license to use the Premises or any part thereof without the prior written consent of Landlord. A consent, by Landlord to one such transferral, sub-letting or license shall not be deemed to be a consent to any subsequent transferral, sub-letting or license. A transferral, sub-letting or license without the prior written consent of Landlord or an assignment or sub-letting by operation of law shall be absolutely null and void and shall, at Landlord's option, terminate this Agreement.
7. **ALTERATIONS.** Tenant shall make no alterations to the buildings on the Premises or construct any building or make any other improvements on the Premises without the prior written consent of Landlord. Any and all alterations, and/or changes built, constructed or placed on the Premises by Tenant shall, unless otherwise provided by written agreement between Landlord and Tenant, be and become the property of Landlord and remain on the Premises at the expiration or earlier termination of this Agreement.
8. **HAZARDOUS MATERIALS.** Tenant shall not keep on the Premises any item of a dangerous, flammable or explosive character that might unreasonably increase the danger of fire or explosion on the Premises or that might be considered hazardous or extra hazardous by any responsible insurance company.
9. **UTILITIES.** Tenant shall be responsible for arranging for and paying for the utility services required on the Premises as listed below:

10. **MAINTENANCE AND REPAIR; RULES.** Landlord will, at its sole expense, keep and maintain the Premises and -accessories in good and sanitary condition and repair during the term of this Agreement and any renewal thereof.
11. **DAMAGE TO PREMISES.** In the event the Premises are destroyed or rendered wholly untenable by fire, storm, earthquake, or other casualty not caused by the negligence of Tenant, this Agreement shall terminate from such time except for the purpose of enforcing rights that may have then accrued hereunder. The rental provided for herein shall then be accounted for by and between Landlord and Tenant up to the time of such injury or destruction of the Premises, Tenant paying rentals up to such date and Landlord refunding rentals collected beyond such date. Should a portion of the Premises thereby be rendered untenable, the Landlord shall have the option of either repairing such damaged portion(s) or terminating this Lease. The tenant also has the option to terminate the lease in this case. If tenant chooses to remain on the premises and the Landlord chooses to repair damaged portions the rent shall decrease in the proportion that the injured parts bears to the whole Premises, and such part -damaged shall be restored by Landlord as speedily as feasible, after which the full rent shall recommence and the Agreement continues according to its terms.
12. **INSPECTION OF PREMISES.** Landlord and Landlord's agents shall have the right with 24 hour notice or at bequest of tenant during the term of this Agreement and any renewal thereof to enter the Premises for the purpose of inspecting the Premises and all buildings and improvements thereon. And for the purposes of making any repairs, additions or alterations as may be deemed appropriate by Landlord for the preservation of the Premises or the building. Landlord and its agents shall further have the right to -show the Premises and to display the usual "for sale", "for rent" or "vacancy" signs on the Premises at any time within forty-five (45) days before the expiration of this Lease. The right of entry shall likewise exist for the purpose of removing placards, signs, fixtures, alterations or additions, but do not conform to this Agreement or to any restrictions, rules or regulations affecting the Premises.
13. **SUBORDINATION OF LEASE.** This Agreement and Tenant's interest hereunder are and shall be subordinate, junior and inferior to any and all mortgages, liens or encumbrances now or hereafter placed on the Premises by Landlord, all advances made under any such mortgages, liens or encumbrances (including, but not

limited to, future advances), the interest payable on such mortgages, liens or encumbrances and any and all renewals, extensions or modifications of such mortgages, liens or encumbrances. The lease between the tenant and the Landlord does not supersede any financial obligation or contract for example the sale of the premises and/or seizure by a government or private entity.

14. **TENANT'S HOLD OVER.** If Tenant remains in possession of the Premises with the consent of Landlord after the natural expiration of this Agreement, a new tenancy from month-to-month shall be created between Landlord and Tenant which shall be subject to all of the terms and conditions hereof except that rent shall then be due and owing at _____ DOLLARS (\$_____) per month and except that such tenancy shall be terminable upon thirty (30) days written notice served by either party.
15. **SURRENDER OF PREMISES.** Upon the expiration of the term hereof, Tenant shall surrender the Premises in as good a state and condition as they were at the commencement of this Agreement, reasonable use and wear and tear thereof and damages by the elements accepted.
16. **ANIMALS.** Tenant shall be entitled to keep no more than _____ (___) domestic dogs, cats or birds; however, at such time as Tenant shall actually keep any such animal on the Premises, Tenant shall pay to Landlord a pet deposit of _____ DOLLARS (\$_____), _____ DOLLARS (\$_____) of which shall be non-refundable and shall be used upon the termination or expiration of this Agreement for the purposes of cleaning the carpets of the building.
17. **QUIET ENJOYMENT.** Tenant, upon payment of all of the sums referred to herein as being payable by Tenant and Tenant's performance of all Tenant's agreements contained herein and Tenant's observance of all rules and regulations, shall and may peacefully and quietly have, hold and enjoy said Premises for the term hereof.
18. **DEFAULT.** If Tenant fails to comply with any of the material provisions of this Agreement, other than the covenant to pay rent, or of any present rules and regulations or materially fails to comply with any duties imposed on Tenant by statute, within ten (10) days after delivery of written notice by Landlord specifying the non-compliance and indicating the intention of Landlord to terminate the Lease by reason thereof, Landlord may terminate this Agreement. If the Landlord fails to comply with any of the material provisions of this agreement or of any present rules or regulations or materially fails to comply with any duties imposed on the Landlord by statute, within ten (10) days written notice by the Tenant of any non-compliance issues an investigation by the mortgage holder will be performed and if Landlord is found to be in non-compliance then the mortgage will be considered in default and foreclosure action may begin.
19. **ABANDONMENT.** If at any time during the term of this Agreement Tenant abandons the Premises or any part thereof, Landlord may, at Landlord's option, obtain possession of the Premises in the manner provided by law, and without becoming liable to Tenant for damages or for any payment of any kind whatever. Landlord may, at Landlord's discretion, as agent for Tenant, re rent the Premises, or any part thereof, for the whole or any part thereof, for the whole or any part of the then unexpired term, and may receive and collect all rent payable by virtue of such re-renting, and, at Landlord's option, hold Tenant liable for any difference between the rent that would have been payable under this Agreement during the balance of the unexpired term, if this Agreement had continued in force, and the net rent for such period realized by Landlord by means of such re-renting. If Landlord's right of reentry is exercised following abandonment of the Premises by Tenant, then Landlord shall consider any personal property belonging to Tenant and left on the Premises to also have been abandoned, in which case Landlord may dispose of all such personal property in any manner Landlord shall deem proper and Landlord is hereby relieved of all liability for doing so.
20. **BINDING EFFECT.** The covenants, obligations and conditions herein contained shall be binding on and as well as to the benefit of the heirs, legal representatives, and assigns of the parties hereto.
21. **MODIFICATION.** The parties hereby agree that this document contains the entire agreement between the parties and this Agreement shall not be modified, changed, altered or amended in any way except through a written amendment signed by all of the parties hereto.

Disclosure Form for Target Housing Rentals and Leases Disclosure of Information on Lead-Based Paint and/or Lead-Based Paint Hazards

Lead Warning Statement

Housing built before 1978 may contain lead-based paint. Lead from paint, paint chips, and dust can pose health hazards if not managed properly. Lead exposure is especially harmful to young children and pregnant women. Before renting pre-1978 housing, Landlords must disclose the presence of known lead-based paint and/or lead-based paint hazards in the dwelling. Tenants must also receive a federally approved pamphlet on lead poisoning prevention.

Landlord's Disclosure (initial)

_____ (a) Presence of lead-based paint or lead-based paint hazards (check one below):

Known lead-based paint and/or lead-based paint hazards are present in the housing (explain).

Landlord has no knowledge of lead-based paint and/or lead-based paint hazards in the housing.

_____ (b) Records and reports available to the Landlord (check one below):

Landlord has provided the Tenant with all available records and reports pertaining to lead-based paint and/or lead-based paint hazards in the housing (list documents below).

Landlord has no reports or records pertaining to lead-based paint and/or lead-based paint hazards in the housing.

Tenant's Acknowledgment (initial)

_____ (c) Tenant has received copies of all information listed above.

_____ (d) Tenant has received the pamphlet *Protect Your Family From Lead in Your Home*.

Agent's Acknowledgment (initial)

_____ (e) Agent has informed the Landlord of the Landlord's obligations under 42 U.S.C. 4852d and is aware of his/her responsibility to ensure compliance.

Certification of Accuracy

The following parties have reviewed the information above and certify, to the best of their knowledge, that the information provided by the signatory is true and accurate.

Landlord		Date	Landlord		Date
----------	--	------	----------	--	------

Tenant		Date	Tenant		Date
--------	--	------	--------	--	------

Agent		Date	Agent		Date
-------	--	------	-------	--	------

As to Landlord this _____ day of _____, 20____.

Witnesses:

"Landlord"

As to Tenant, this _____ day of _____, 20____.

Witnesses:

"Tenant"

**Inner-City REZ Rental Rehabilitation
“Right of Entry” Form**

I, _____, am the property owner of said property located at _____, and have the authority to permit an inspector from 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 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). The purpose of the Rental Rehabilitation Program is to assist property owners in their efforts to bring a structure into compliance with the required standards of Title 15 of the Hopkinsville Code of Ordinances which includes the Kentucky Residential Code (as amended) and the International Residential Code (as amended) for the City of Hopkinsville.

Signed

Date

Witness

Date