

Keator Grove Affordable Housing Lottery

Income Category 1

Maximum Gross Household Income: \$57,760*

*May add \$7,500 per dependent up to three dependents

Open House: July 31st and August 7th

12:00 – 2:00 pm

Application Deadline: August 18, 2010

Lottery: August 20, 2010

Carbondale Town Hall 12 noon



102 Linden Circle, Keator Grove - \$228,865

- Flat
- 2 bdrm, 1 baths
- 768 SF of living space
- Pets OK – one dog or one cat
- HOA - \$135 per month.
- 2009 Taxes - \$1,047

Requirements:

Full-time Employee: minimum local employment of at least one household member of 30 hours per week, 9 months per year. Priority is given to applicants who live and/or work in Carbondale town boundaries.

Not Own Other Property: members of the household may not own other improved real estate in the RF Valley, including mobile homes, with the exception of owner-occupied commercial real estate (not less than 50% occupied by the owner).

Occupancy: Owner(s) must live in the unit



Applications are available and may be picked up or turned in at
Mountain Regional Housing 520 South Third Street, #23., Carbondale, CO

Or Carbondale Town Hall 511 Colorado Avenue

www.carbondalegov.org or www.colorado.gov/housing

Information: 970-704-9801 or janet@housingcommunity.org

CARBONDALE

COMMUNITY HOUSING PROGRAM

PART I. COMMUNITY HOUSING CATEGORIES

The Town's goal is to establish and implement a plan to have new development provide housing within the community at sales prices which are attainable to persons and families of various incomes. In order to carry out this objective, community housing units are categorized to reflect which income levels they are to service as set forth in Sections 1 and 2 below. The maximum gross household income and maximum net assets for each income category are set forth in Table I.

TABLE I

MAXIMUM GROSS INCOMES AND ASSETS BY CATEGORY

	<u>Category 1</u>	<u>Category 2</u>	<u>Category 3</u>	<u>Category 4</u>	<u>R.O.</u>
0 Dependents	\$ 57,760	\$ 72,200	\$ 86,640	\$108,300	n/a
1 Dependent	\$ 65,260	\$ 79,700	\$ 94,140	\$115,800	n/a
2 Dependents	\$ 72,760	\$ 87,200	\$101,640	\$123,300	n/a
3 or more Dependents	\$ 80,260	\$ 94,700	\$109,140	\$130,800	n/a
Maximum Net Assets	\$150,000	\$175,000	\$200,000	\$225,000	n/a

Income Categories: A household may qualify to purchase a unit in a higher Income Category. Persons in the next higher Income Category may bid on lower Income Category units, however bidders qualifying for the unit Income Category have priority.

Net Assets: Net Assets do not include retirement instruments. Persons age 65 and over are allowed a 50% increase in net assets.

R.O.: Resident Owner Occupied units have no income or asset limits.

HUD AMI: The Income Categories correspond to the current HUD Area Median Income (AMI) for Garfield County. Categories 1 through 4 represent 80%, 100%, 120% and 150% AMI respectively. The Town of Carbondale begins its income categories with the Garfield County 4-person household and adds dependents from that benchmark.

QUALIFICATIONS TO OCCUPY COMMUNITY HOUSING

The deed restriction for a community housing unit requires owner occupancy. To initially qualify for and be eligible to occupy a community housing unit, a person must meet all of the following criteria.

- A. A qualified person must be a full-time employee working in the Roaring Fork Valley employed at a location for a business with its principal office located in the area from Aspen to Parachute, including Redstone and Marble (“Employment Area”) with priority to persons who live or work within the boundaries of the Town of Carbondale, a retired person who has been a full-time employee in the Employment Area a minimum of four years immediately prior to his or her retirement with priority to persons who live or work within the boundaries of the Town of Carbondale, or a disabled person who has been a full-time employee in the Employment Area a minimum of two years immediately prior to their disability (as defined in the Definitions); or the spouse or dependent of any such qualified employee, retired person, or disabled person.
- B. A qualified person, upon purchase of the unit, shall occupy the unit as their primary residence. The owner shall be deemed to have ceased to use the unit as his or her sole and exclusive place of residence by accepting permanent employment outside of the Employment Area, or residing in the unit fewer than nine (9) months out of any twelve (12) months.
- C. A qualified person must not own developed residential real estate or a mobile home in those portions of Eagle, Garfield, Gunnison or Pitkin Counties which are part of the Roaring Fork River drainage, or must list for sale, at competitive market prices, the residential real estate or mobile home prior to or simultaneously with closing on the community housing unit. If the property is not sold by the time of closing on purchase of the community housing unit, it must remain listed until sold. If the owner of the other residential property desires to rent that property prior to sale, the owner shall be required to rent such property as community housing in accordance with the Guidelines at the income category determined by the Town to be appropriate under the circumstances. If an individual owns vacant land in those portions of Eagle, Garfield, Gunnison or Pitkin Counties, which are part of the Roaring Fork drainage, while owning a housing unit, as soon as the land is improved with a residence, the individual must relinquish the community housing unit by listing and selling the ownership interest in that unit.
- D. A qualified person must have total current household income no greater than the maximum amount specified above for the particular category of housing. Persons in the next higher income category may bid on a unit, but will be last in priority to income-qualified applicants and can only be considered if there is no other income-qualified applicant at the time of application; the income category of the unit remains consistent with the original sale category and future sales will always give priority to income-qualified households within that category.

Full-Time Employee = minimum employment of at least one household member working 30 hours per week, 9 months per year.

Co-ownership and Co-signing – Co-signers may be approved for ownership of the affordable housing unit but shall not occupy the unit unless qualified under the Carbondale Affordable Housing Guidelines. Individuals using a co-signer must earn at least 75% of the income needed to qualify for the purchase of the unit.

PRIORITY: Applicants who live or work within the town boundaries of Carbondale will have first priority in the lottery and will be drawn first.

APPLICATION FEE: There is a \$25 application fee for first-time applicants, payable to Mountain Regional Housing upon submission of the application. There is a \$5 application fee to update your application if it is less than 6 months old; if it is over six months, you must submit a new application and fee.

**CARBONDALE COMMUNITY HOUSING PROGRAM
APPLICATION FORM**

Keator Grove:

102 Linden Circle Asking Price: \$228,865 BID Price: _____

Applicants can bid less, but not more than the asking price. Full price bids will be considered before lower bids.

If applying by yourself, only fill out Applicant column. If two adults are applying, fill out both columns individually. If you have questions please call Mountain Regional Housing at (970) 704-9801 or 704-9802.

APPLICANT

CO-APPLICANT

NAME(S) _____

MAILING ADDRESS _____

STREET ADDRESS _____

Own Rent Years _____

Own Rent Years _____

PHONE _____ H _____ W _____

_____ H _____ W _____

E-MAIL ADDRESS _____

BIRTHDATE (Mo./Day/Yr.) _____

ACTUAL START DATE OF EMPLOYMENT
(Month, Day, Year) _____

LIST NAMES OF OTHER OCCUPANTS AND RELATIONSHIP. For a child or children to qualify as an additional person for purposes of household income categories, the child or children must be living with you at least half the year. We will require documentation in joint custody situations.

	NAME	RELATIONSHIP	AGE
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

EMPLOYEE HOUSING APPLICATION PACKET

All information is completely confidential.

Please fill out the attached forms according to the following instructions and return the completed packet to Mountain Regional Housing Corporation (MRHC). MRHC cannot accept incomplete applications.

Application Packet Checklist:

APPLICATION FORM – Completed

VERIFICATION OF ACCURATE AND TRUE INFORMATION – Sign and complete this form verifying the information you are supplying to MRHC is complete and accurate.

EMPLOYMENT/INCOME FORM(S) – signed by you and your employer

ASSET/LIABILITY INFORMATION SHEET – Fill out the dollar amounts to the best of your knowledge. Each individual applying for a unit MUST fill out this form completely. All asset information must be accompanied by most recent statements.

DISCLOSURE OF OWNERSHIP OF OTHER REAL ESTATE

AUTHORIZATION TO OBTAIN COPY OF LOAN APPLICATION

GRIEVANCE POLICY

ACCEPTANCE OF COMMUNITY HOUSING GUIDELINES PROCEDURES

ALSO ATTACH:

1. A complete copy of the last two (2) years' federal income tax returns and W-2's pertaining to these income tax returns. If you have not filed a 2008 Federal income tax return yet, please attach a copy of your 2008 W-2.
2. Self employed individuals will need to provide profit and loss statements, Colorado Income tax returns for the past year, and any other additional documentation proving that the business is in the Roaring Fork Valley. Additional documentation could include a business license, client references, etc.
3. Copies of two of your most recent pay stubs for all employment
4. *Letter from a lender indicating*
 - *Your debt to income ratio*
 - *Your projected total housing payment to include principal, interest, taxes and insurance (PITI) as well as home owner's association dues.*

This information helps demonstrate that you have the ability to obtain a mortgage loan for the community housing unit you wish to purchase.

5. Copy of your driver's license or passport

VERIFICATION OF TRUE AND ACCURATE INFORMATION

I (We) hereby verify that all information provided is accurate and true. It is understood that I (We) will be disqualified from the application and approval process by Mountain Regional Housing Corporation if it is determined that any or all information is inaccurate or non-verifiable. I (We) shall be notified by Mountain Regional Housing Corporation as to my/our subsequent disqualification and the reasons thereof.

Signature(s)

Date

Signature(s)

Date

Signature(s)

Date

EMPLOYMENT INFORMATION

APPLICANT

EMPLOYER NAME

Address

Phone Number

Contact Person

Dates of Employment

EMPLOYER NAME

Address

Phone Number

Contact Person

Dates of Employment

EMPLOYER NAME

Address

Phone Number

Contact Person

Dates of Employment

CO-APPLICANT

EMPLOYER NAME

Address

Phone Number

Contact Person

Dates of Employment

EMPLOYER NAME

Address

Phone Number

Contact Person

Dates of Employment

EMPLOYER NAME

Address

Phone Number

Contact Person

Dates of Employment

EMPLOYMENT/INCOME VERIFICATION

Please complete a copy of this form for each applicant and for each employer, including seasonal employers. Make additional copies of this form if necessary.

I give my permission to the Mountain Regional Housing Corporation (MRHC) to obtain income and employment information required for this application. MRHC will contact my employer(s) to verify information below.

(Applicant sign on the line above)

Please list current employer and income:

PLACE OF EMPLOYMENT _____

ADDRESS _____

GROSS MONTHLY INCOME _____

GROSS ANNUAL INCOME _____

**COMMISSIONS, DIVIDENDS,
EXTRA INCOME** _____

To be completed by employer.

I verify that the above information is accurate and true:

Employer signature and title

Date

Printed name of the above

Telephone number

ASSET/LIABILITY INFORMATION SHEET

If you are filling out a joint application, please list information only once. List name and approximate amount in account.

ASSETS	<u>APPLICANT</u>	<u>CO-APPLICANT</u>
Checking Account(s) Name of Bank	_____	_____
Amount in Account	\$ _____	\$ _____
 Savings Account(s) Name of Bank	_____	_____
Amount in Account	\$ _____	\$ _____
 Stocks & Bonds (Company Name and Description)	_____ _____	_____ _____
	\$ _____	\$ _____
 Vested Interest in a Retirement Fund	_____	_____
	\$ _____	\$ _____
 Net Worth of Business (s) Owned (Attach Financial Statements)	\$ _____	\$ _____
 Automobiles Owned as Assets (Make, Model & Year)	_____ _____	_____ _____
	\$ _____	\$ _____
 Other Assets:	\$ _____	\$ _____
 TOTAL ASSETS	\$ _____	\$ _____
 <u>LIABILITIES:</u> Name of Company & Unpaid Balance	_____ _____	_____ _____
	\$ _____	\$ _____
 Name of Company & Unpaid Balance	_____	_____
	\$ _____	\$ _____

Name of Company &
Unpaid Balance

\$

\$

Alimony/Child Support/
Separate Maintenance
Payments, etc.

\$ _____

\$ _____

TOTAL LIABILITIES \$ _____

\$ _____

TOTAL NET ASSETS \$ _____
(Assets less liabilities)

\$ _____

\$ _____

DO YOU OWN ANY PROPERTY?

APPLICANT
 Yes No

CO-APPLICANT
 Yes No

If you answered yes,
Please provide the
following:

ADDRESS

TYPE OF PROPERTY

(Land, House, Apt.)

VALUE

AMOUNT OWED

RENTAL INCOME

APPRAISED VALUE

**Other partners in the
Property ownership?**

Yes No

If yes, how many?

**AUTHORIZATION TO OBTAIN COPY OF
LOAN APPLICATION**

This document provides authorization to the Mountain Regional Housing Corporation to obtain your actual loan documentation from the lender you choose for your financing. You do not need to fill out the name of a lender at this time. Upon signing of the contract for purchase and choosing a lender for your financing, you will need to provide the name of your lender to the Mountain Regional Housing Corporation so that they may obtain a copy of your original loan documents.

The undersigned hereby authorizes my/our lender, _____ to furnish a copy of my/our completed loan application to the Mountain Regional Housing Corporation.

Applicant Signature Date

Co-applicant Signature Date

Please print name

Please print name

CARBONDALE AFFORDABLE HOUSING PROGRAM

**AFFIDAVIT IN COMPLIANCE WITH
C.R.S. 24-77.5-101, et. seq.**

I, _____, swear or affirm under penalty of perjury under the laws of the State of Colorado that (check one)

_____ I am a United States citizen, or

_____ I am a Permanent Resident of the United States, or

_____ I am lawfully present in the United States pursuant to Federal law.

I understand that this sworn statement is required by law because I have applied for a public benefit. I understand that state law requires me to provide proof that I am lawfully present in the United States prior to receipt of this public benefit. I further acknowledge that making a false, fictitious, or fraudulent statement or representation in this sworn affidavit is punishable under the criminal laws of Colorado as perjury in the second degree under Colorado Revised Statute 18-8-503 and it shall constitute a separate criminal offense each time a public benefit is fraudulently received.

Applicant _____ Date _____

Co-applicant _____ Date _____

Other Adult _____ Date _____

Note: All adults in household must complete this form

CARBONDALE AFFORDABLE HOUSING PROGRAM

ACCEPTANCE OF GRIEVANCE POLICY

I, _____, wish to apply with Mountain Regional Housing Corporation (MHRC) to become eligible to purchase affordable housing under the Town of Carbondale Affordable Housing Program. I understand that the affordable unit made available by the Town is administered by MRHC according to rules set forth in the Town of Carbondale Community Housing Guidelines. I recognize that as part of the regulations and guidelines, the staff of MRHC is responsible for making a determination about whether I am eligible to purchase an affordable housing unit, and that the determination is made according to financial criteria set forth in the Town of Carbondale Community Housing Guidelines.

If I do not agree with the determination of the MRHC staff, I recognize that I have the right to file a grievance, which will be heard by the MRHC Board or the Director of Community Planning for Carbondale. I recognize that the Board, Director, or a court may overturn the eligibility decision of the staff of the MRHC.

If I appeal and receive a favorable ruling from the Board, Director, or a court, I hereby acknowledge that my sole remedy will be to have my name put in for the next available unit. I waive my right to seek other damages such as specific performance or monetary compensation for any loss or inconvenience I feel I may have sustained as a result of being determined ineligible. I also waive any claim of attorney's fees if I appeal and prevail.

Applicant _____ Date _____

Co-Applicant _____ Date _____

Other Adult _____ Date _____

CARBONDALE COMMUNITY HOUSING PROGRAM

ACCEPTANCE OF COMMUNITY HOUSING GUIDELINES PROCEDURES

I understand that the following guidelines apply to me as a purchaser of an affordable housing unit through the Town of Carbondale:

1. I acknowledge the unit must be owner occupied.
2. As a buyer, I will be responsible for any and all of my closing costs.
3. I will comply with the deed restriction and all aspects of the Town of Carbondale Community Housing Regulations and Guidelines.

Applicant

Date

Co-Applicant

Date



CARBONDALE COMMUNITY HOUSING PROGRAM

The Carbondale Community Housing Program is administered by Mountain Regional Housing Corporation.

- All AMI (Area Median Income) Category units sold under this program are deed restricted with a simple annual appreciation cap of 3% to 5% based on the Consumer Price Index (CPI).
- All Units must be owner-occupied
- Purchase of Affordable Housing Units must comply with the Town's regulations and guidelines for this program.

Mountain Regional Housing Corporation

A nonprofit community housing development corporation

Janet Rippy, Executive Director

520 South Third Street, #23

phone: 970-704-9801 fax: 970-707-9803

janet@housingcommunity.org