



PENDLETON DEVELOPMENT COMMISSION

500 SW DORION AVENUE

PENDLETON, OREGON 97801

(541) 966-0233

Dear Building/Business Owner:

The Pendleton Development Commission appreciates your interest in our program for demolishing blighted buildings. As requested, here is the information needed to apply for a grant.

1. **Eligibility Requirements**
2. **Demolition Process**
3. **Application Requirements**
4. **Grant Application**
5. **Grant Checklist**

Completed applications are accepted at any time. Applications should be submitted/mailed to:

Charles Denight

Pendleton Development Commission

500 SW Dorion Ave

Pendleton, OR 97801-2035

Tel: 541 966-0233

Fax: 541 966-0251

E-mail: Charles.denight@ci.pendleton.or.us

Grants will be reviewed by staff, then submitted to the Pendleton Development Commission for final approval. The Commission meets monthly on the third Tuesday of the month. Applications must be submitted two weeks before the PDC's next meeting.

If you have any questions, contact staff at the address/phone above. We look forward to working with you on developing your building and/or business in downtown Pendleton.

Regards,

Pendleton Development Commission

Demolition Program Terms and Conditions

The purpose of the program is to provide assistance to building owners who want to redevelop a property. By providing assistance in the demolition of blighted, low-value structures, the program increases the value of property in the Riverfront Urban Renewal District, as well as improving the appearance of downtown Pendleton.

Eligibility Requirements

1. **The property is located** within Pendleton's Riverfront Urban Renewal District.
2. **Entities that do not pay** the full property tax rate are not eligible.
3. **The property owner agrees to construct** new building(s) on the property with a minimum building structural value of three times the value of the structure(s) being demolished, unless the PDC authorizes a lesser amount. The property owner must also submit a plan for the replacement structure at the time the demolition grant application is submitted and the applicant, if the grant is approved, must build the replacement structure shown in that submitted plan. The applicant is advised to obtain bids on the replacement structure before submitting the demolition application, to ensure that the replacement structure is affordable. (Building values for the demolished and replacement structures will be those shown in the current Umatilla County tax statement as the RMV.)
4. **If the property owner does not meet** the requirement to build a structure(s) worth three times the value of the demolished building(s) and according to the submitted plan for the replacement structure, then the property owner will reimburse the PDC for two times the cost of the demolition.
5. **The plan for the replacement structure that the property owner is providing** with the application is a design or rendering of the replacement structure(s) to show the size and design (interior and exterior) of the structure(s), and any new paving, accessory structures, fencing and landscaping.
6. **Because the intent of this grant** is to improve the appearance, as well as the economy, of downtown Pendleton, the design of the replacement building is important in considering the eligibility of the application for a demolition grant. The PDC will not provide grants if the replacement building is a manufactured home or metal building. The PDC encourages replacement with buildings that incorporate design elements compatible with downtown Pendleton's historic brick buildings.
7. **If the building to be demolished is historic** (50+ years old) then the demolition grant request approval will require review by the Pendleton Historic Landmarks Commission.
8. **The property owner will provide** a date by which the property owner intends to complete the new structure and obtain an occupancy permit when the new structure is completed.
9. **The property owner agrees to submit** a building permit and select a contractor for new construction within six months of completion of demolition. Unless an extension is granted by the PDC, construction must be complete within 24 months of the completion of demolition or the property owner must pay the PDC twice the value of the demolition costs. Multiple extensions are not allowed. Demolition is complete when the PDC/City of Pendleton notifies the property owner in writing/email that the demolition is complete.

Demolition Process

10. **The property owner will disconnect** all utilities from the structure(s) prior to the demolition.
11. **If fuel tanks are located on the property, the property owner agrees** to remove them, at the property owner's expense. Timing of the tank removal is to be coordinated with the PDC demolition team. The PDC accepts no liability for fuel tanks. The property owner must provide written proof of the tanks removal.
12. **If there is any question as to the environmental quality** of the soil adjacent to the tanks, the soil must be tested at the expense of the property owner.
13. **Demolition by the PDC shall include the cost of asbestos removal**, to be arranged by the PDC. The limit for asbestos removal costs covered by the PDC is up to 20% of the assessed value of the building(s) to be demolished. The PDC will provide the property owner with an estimate of the asbestos removal cost prior to

demolition. Payment to the PDC for the property owner's portion of the asbestos removal cost is due upon completion of demolition. Non-payment may result in a lien on the property taken by the PDC.

14. **The PDC will include in the demolition** the City of Pendleton demolition permit fees, sewer and water line cap and locate markers, the removal of all demolition debris and the removal of concrete or asphalt.
15. **Any trash, debris, old vehicles, unwanted trees, in-ground oil tanks, etc. will be removed** by the property owner prior to demolition, at the property owner's expense.
16. **Demolition will include structures**, and may include paved driveways or parking areas, fencing, concrete structure pads and/or concrete or other finished basements, all of which will be included in the replacement value requirements.
17. **The program is for total demolition** and is not designed for interior or partial demolition for remodeling a building.
18. **To ensure the demolition of the correct building(s)** the property owner must provide the address in writing, plus proof of ownership for the building(s) at that address and a photo of the building(s) to be demolished.
19. **The property owner must disclose any liens** against the property at the time of demolition.
20. **Demolition of structure does not preclude** any responsibility towards Local Improvement District agreements, which may be triggered at the time of new construction.
21. **Demolition of a driveway apron** does not guarantee the right to replace the driveway at the same location or apron width. The property owner is responsible for researching driveway apron code requirements and obtaining location approvals.

REV: 6/26/18

PENDLETON DEVELOPMENT COMMISSION

Demolition Grant Application

Application Date: _____

1. Name(s) of all property owners: _____

2. Principal owner/contact: Name: _____

Mail Address: _____

Phone: _____ Email: _____

(Proof of ownership and a photograph of the property must accompany this application.)

3. Address of Property to be demolished:

4. RMV of property to be demolished: (Include current tax statement from Umatilla County)

Land: _____ Improvements: _____ Total: _____

By signing this application, we agree to the terms and conditions described with this application and we grant permission to the Pendleton Development Commission to demolish the building(s) located on this property.

5. Signatures of all property owners: **(Include all who may hold contracts on the property)**

6. s/For the Pendleton Development Commission: _____

Date: _____

Title: _____

Submit Application to:
Pendleton Development Commission
500 SW Dorion Ave.
Pendleton, OR 97801
For questions, call: 541-966-0233

Pendleton Development Commission Urban Renewal Program

Checklist for Demolition Grant Application

(Submit with application)

- Completed application form
- Photo of property to be demolished
- Copy of property deed showing applicant's ownership
- Property tax statement showing current RMV of the structure(s)
- Design of replacement structure(s), with description of landscaping, sidewalks, driveway
- List any liens against the property
- List debris, buried oil tanks to be removed by owner prior to demolition

Date: _____

Applicant Name: _____

Property Address: _____

Checklist for Replacement Structure

- Building Completed, Date: _____
- Landscaping Completed: Date: _____
- Occupancy Permit Issued: Date: _____