

Blight Elimination Program (BEP)

Demo Requirements

- ❖ Demolish the entire house/building (remove all debris)
- ❖ Remove structures (outbuildings, poles, fences, walls, etc.)
- ❖ Remove shrubbery, vegetation, and volunteer trees along property line
- ❖ Grade the lot evenly
- ❖ Remove large rocks on surface
- ❖ Remove driveway remnants
- ❖ Remove step(s) remnants
- ❖ Remove walkway remnants
- ❖ Remove foundation debris
- ❖ Grass seed or groundcover required



Property condition after demo



QUALITY CONTROL

(BEP Onsite Inspections)



ERIC HALL

SFSP PROPERTY STANDARDS COORDINATOR

Property Inspections

- The Initial Inspection will be scheduled to be performed within 30 days of the Stage 2 closing.
- The 90 day Ongoing Inspections will be performed every 90 days for 3 years, or until the lien is released

Note/Goal: After the demolition, the property should be found in a clean, safe, sanitary, and hazard free condition. Only requiring debris removal as necessary, lawn service, and maintained in a lawnmower ready condition. The goal is to create an outdoor community oasis/getaway.



Physical Inspection

Be on the lookout for:

- Uneven grading
- Miscellaneous debris
- Illegal dumping
- Impervious items or surfaces (blocking access)
- Trip/fall hazards (2" above or below ground level)
- Foundation debris (bricks, cinderblocks, concrete)
- Driveway, steps, walkway & remnants
- Hazardous materials on property (tires, glass, nails)
- Greening/Seeding
- Stagnant water



Hazardous Issues



Hazardous Material



Hazardous Material



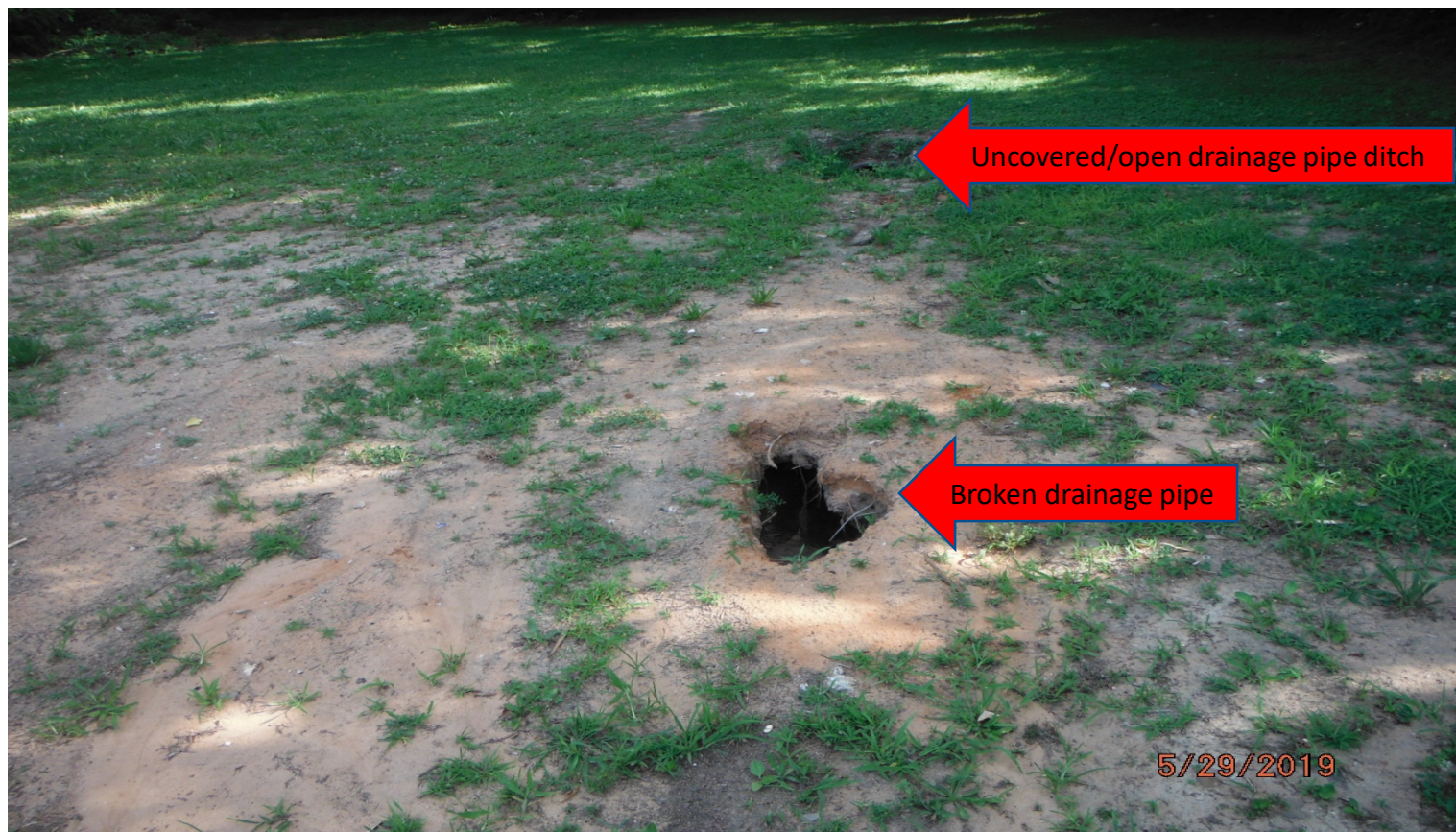
Trip Hazards



Trip Hazards



Trip Hazards



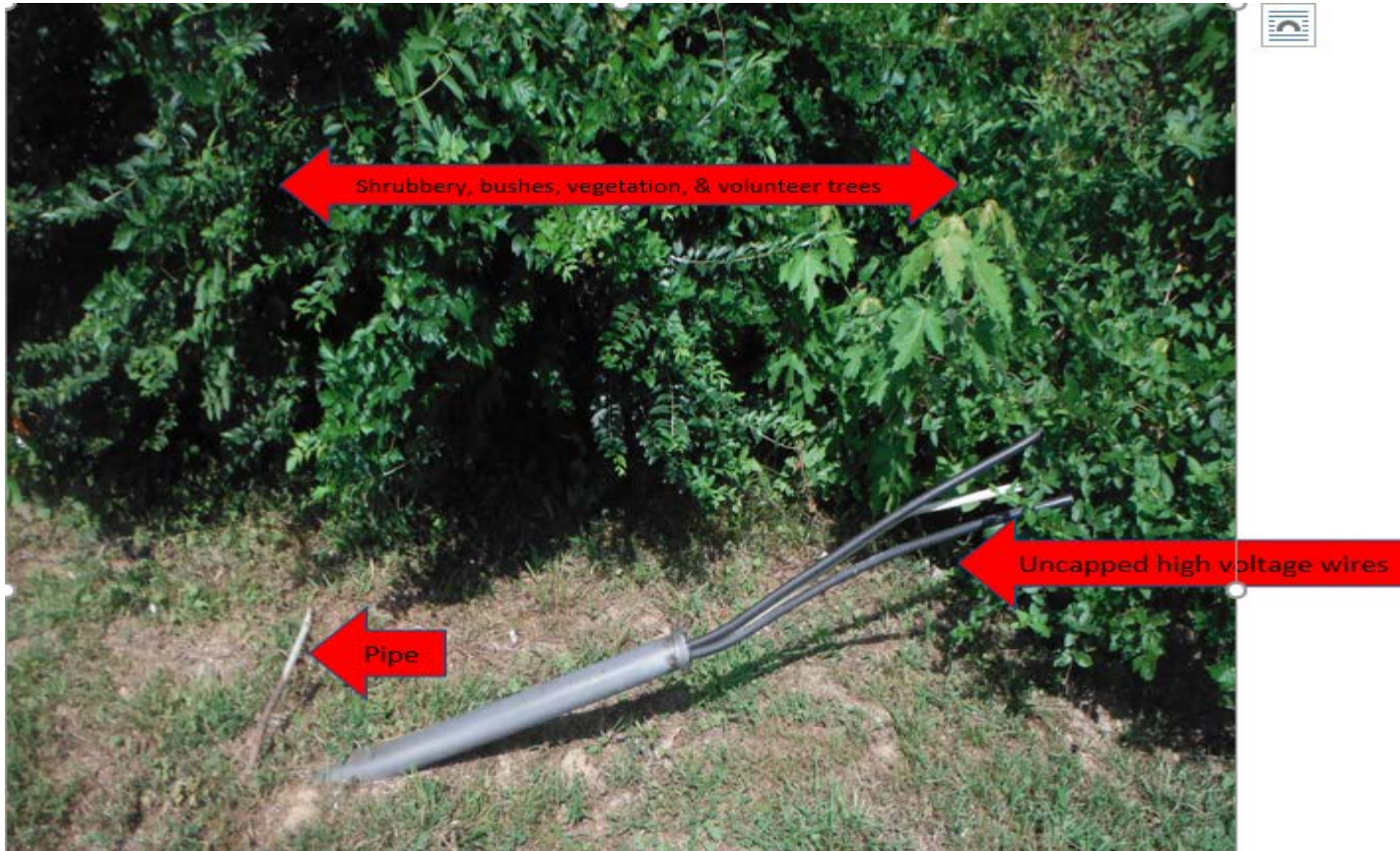
Fall Hazards



Trip/Fall Hazards



Hazards



Fall Hazards



Trip/Fall Hazards



Property Issues



Property Issues



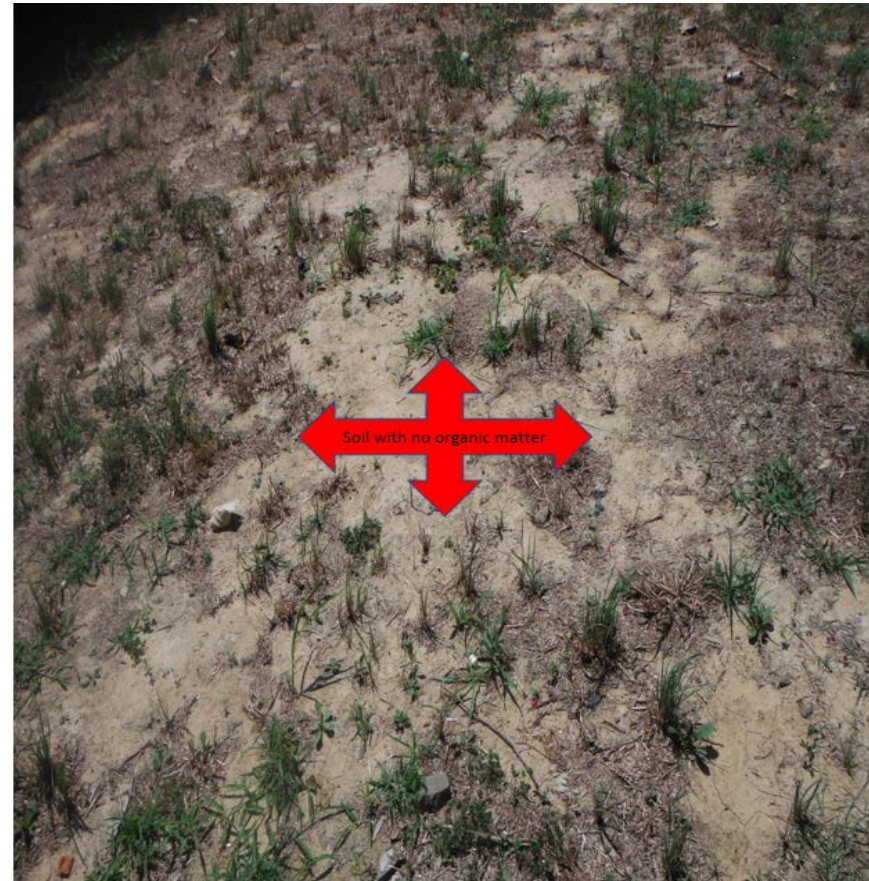
Property Issues



Property Issues



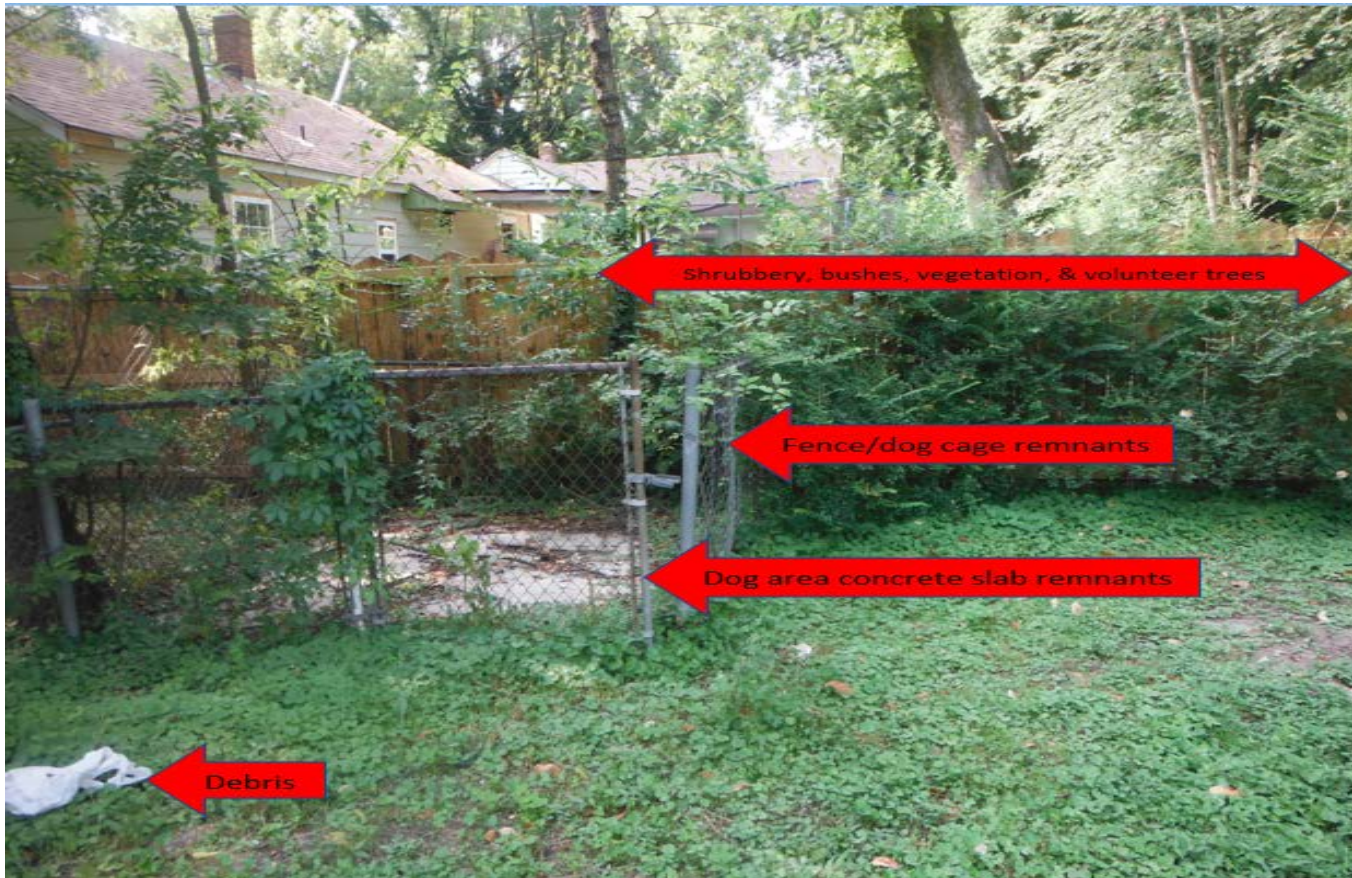
Property Issues



Property Issues



Property Issues



Property Issues



Wasps, Bees, & Hornets



Pile of grass & leaves

Property Issues



Property Issues



Corrective Action Levels



Score:1 - Any property condition that could be potentially hazardous or pose as an immediate threat to safety

Examples could include but are not limited to:

- Unmarked / unfilled holes, uncovered water meter box, broken glass or sharp objects, fence post / poles protruding from the ground, weapons, hazardous waste, hazardous materials etc.

Remedy items as soon as possible but not more than 15 business days after notice to comply

Score	Property Condition	Method of Communication	Timeline to Resolve Matter	
<input type="checkbox"/>	1	Health/Safety Issue(s)	Email and Call: An email will be sent to the BEP Program Participant's designated contact(s) and a conference call will be scheduled to discuss issue(s) identified.	As soon as possible. Timeline to be set during conference call.

Mission/Purpose: All properties shall be kept in a safe, clean, and sanitary condition

Corrective Action Levels



Score: 2 - Property in good condition, or only minor work needs to be done to the property

- Properties shall be graded and maintained to prevent the erosion of soil and to prevent the accumulation of stagnant water.
- Sidewalks and similar areas shall be kept in a proper state of repair, shall be maintained free from hazardous conditions.
- *High Weeds*. BEP properties shall be maintained free from weeds in excess of twelve inches (or whatever is required by the local governing codes) so as not to endanger the health, safety, and welfare of the citizens in the community.
- "Weeds" shall be defined as all grasses, annual plants, and vegetation that grow without reasonable intent or purpose (volunteer) to cultivate, harvest, or use for human consumption, or are not otherwise trimmed or controlled.
- "Weeds" does not include ornamental grasses, trees, trimmed shrubs, or cultivated flowers and gardens.
- **BEP** properties must not be utilized for **Open Storage**. Examples could include but are not limited to:
 - Inoperable, unlicensed, or unregistered motor vehicle
 - Building material, including glass, brick, stone, block, wood, metal, rubbish, tires, automotive parts, appliances
 - Debris, including but not limited to weeds, dead trees, trash, rubbish, garbage, etc., or similar items.
- **Remedy items before next inspection date**

Score	Property Condition	Method of Communication	Timeline to Resolve Matter
□ 2	Corrective Action Required	Email: An email will be sent to the BEP Program Participant's designated contact(s) with a copy of the BEP Property Inspection Report and photographs of the issue(s) identified.	Before the next inspection (90 Days)

Mission/Purpose: All properties shall be kept in a safe, clean, and sanitary condition

Corrective Action Levels



Score: 3 – Observation only, no work needs to be done at the property.

NO RESPONSE NECESSARY

- TO BE ADDRESSED/RESOLVED ON FUTURE PROPERTIES/DEMOS***

Noted to make the program participant aware to be on the lookout to include these type of issues in their bids to be resolved.

Score	Property Condition	Method of Communication	Timeline to Resolve Matter	
<input type="checkbox"/>	3	Observation(s)	Email: An email will be sent to the BEP Program Participant's designated contact(s) with a copy of the BEP Property Inspection Report and photographs of the observation(s) identified.	No timeline

Mission/Purpose: All properties shall be kept in a safe, clean, and sanitary condition

Corrective Action Levels



Score: 4 – No issues observed or work needed to be done at the property.

NO RESPONSE NECESSARY

- Just for documentation purposes only, the inspection report will be maintained in a file as proof the inspection was performed.

No Remedy Necessary to comply

Score	Property Condition	Method of Communication	Timeline to Resolve Matter
<input type="checkbox"/> 4	No observation	No communication. BEP Property Inspection Report will remain in file for compliance review.	N/A

Mission/Purpose: All properties shall be kept in a safe, clean, and sanitary condition

BEP Follow Up Letter



Click here to enter a date.

Name

Choose an item.

«Street_Number»_Property_Address»

«City»«ZIP_Code»

Re: Loan Number: _Click here to enter text.

Dear Sir/Madam:

This correspondence is to inform you that a property inspection was conducted on [Click here to enter a date](#), at the above referenced property. Inspections are performed to ensure that the properties are being maintained in a clean, safe, and sanitary condition. Properties must be kept in compliance with the THDA HHF BEP guidelines. The property current condition was assessed, and the following was noted:

Observation Only: (No response necessary; to be addressed/resolved on future loans/properties)

1. [Click here to enter text.](#)

Corrective Action Necessary: (Response to this correspondence and corrective action required)

1. [Click here to enter text.](#)

Below is the property condition rating scale:

Score

1. Health/Safety Issue:
 - o An email will be sent to the BEP Program Participant's designated contact(s) and a conference call will be scheduled to discuss issue(s) identified.
2. Corrective Action Required:
 - o An email will be sent to the BEP Program Participant's designated contact(s) with a copy of the BEP Property Inspection Report and photographs of the issue(s) identified.
3. Observation:
 - o An email will be sent to the BEP Program Participant's designated contact(s) with a copy of the BEP Property Inspection Report and photographs of the observation(s) identified.
4. No observation:
 - o No communication will be initiated to the Program Participant. The BEP Property Inspection Report will remain on file for compliance review.

A score of [Choose an item](#), was given for this inspection, which requires for the noted issues to be resolved and responded to by [Click here to enter a date](#). Within your response please be sure to provide us with individual after photos of each noted issue to verify that the necessary corrective action(s) were taken by your agency. Addressing the above noted issue(s) will remove any potential safety hazard and/or improve the overall appearance of the property.

Below you will find photograph documentation of the noted issue(s) discovered as a visual reference:

Participant Responsibility

1. Provide THDA with a written response of the item(s) identified to be resolved within the require timeframe.
2. Include in your THDA response the after photos to verify that the necessary corrective actions were taken by your agency.



Evidence of items remedied may be submitted via email.

Property Goal/Objective

Goal: After the demolition:

1. The property should be found in a clean, safe, sanitary, and hazard free condition.
2. Only requiring debris removal as necessary, lawn service, and maintained in a lawnmower ready condition.
3. The goal is to create an outdoor community oasis/getaway.



Build Affordable Housing



For Homeownership



For Rental

Community park/sitting areas



Walkway and slight greening



Community gardens



File Review

- Bid's for professional Services
- Screening of Contractors/Vendors
- Hazardous Material Requirements
- Demolition Notice
- Maintenance of lots
- Document Retention

