

Infill Housing Pilot Program Guidelines

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September 2015

Corpus Christi Business and Job Development Corporation Program Guidelines

Infill Housing Pilot Program

I. Purpose

The purpose of the program is to expand affordable housing opportunities for low income homebuyers by providing newly constructed affordable homes.

II. General Program Description:

The Infill Housing Pilot Program will build an affordable home within the City of Corpus Christi to be sold to a qualified homebuyer. The home to be built will be built on a City of Corpus Christi owned property, in order to reduce the cost of the home. The building of the home will be built through the City of Corpus Christi's procurement policies. Qualified homeowners will be eligible to receive assistance from the Type A funded Homebuyer Assistance Program in order to purchase a home through the Infill Housing Pilot Program. Proceeds of the sale of the home will be considered program income and will revert back into the Infill Housing Pilot Program for future funding.

III. Housing Standards:

The home to be built must meet all appropriate City of Corpus Christi Technical Construction Codes, including the Energy Code. The home will meet the required State Board of Insurance Windstorm Code, a certificate will be provided to the homeowner upon closing.

The house cannot be located in a 100 year flood plain. Per 24 CFR Part 55: Properties located within the 100 year floodplain are vulnerable to a 100-year flood, and a 1 percent chance of a flood occurring every year.

A Certificate of Occupancy will be made available.

The purchase price of the home will not exceed \$142,850.

IV. Homebuyer Eligibility:

Prospective homebuyers shall meet the gross annual income limits adjusted for family size as determined by HUD (see Attachment A). The Housing and Community Development Department (HCD) will determine the applicant's anticipated annual gross income. Anticipated annual gross income is an estimation of future income a purchasing household expects to receive based upon their current and future monthly income annualized over a 12 month period. Some examples of future income are bonuses, pay raises, commissions, or over-time pay.

Homebuyers must attend a HUD approved Homebuyer/Homeownership class to obtain a Homebuyer Education Certificate. The certificate cannot be older than one year from the date of issuance. If two or more persons are buying a home together, all must attend a class and provide a copy of the Homebuyer Education Certificate.

The purchasing household size will be determined by HCD using HUD's definition of purchasing household. Purchasing household's includes all persons who will be occupying the home as their permanent residence. A member of a household is considered to be a permanent member of the household if they have been living as a member of the household for at least six months or more.

Homebuyer's cash on hand cannot exceed program limits.

The homebuyer cannot have ownership in any other real estate property.

V. Homebuyer Requirements:

Prospective homebuyers interested in purchasing a home in the Infill Housing Pilot Program should contact the Housing and Community Department directly at (361) 826-3010, or in person at 1201 Leopard St. 2nd Floor, Corpus Christi, TX 78412 to schedule an appointment with a Loan Processor. A list of local lenders will be provided to the homebuyer. It is the responsibility of the homebuyer to obtain financing with a lender.

Once pre-approved, the homebuyer will provide the following documents to the Housing and Community Development Department for the purchase of the home.

- Loan Estimate Form- Effective October 3, 2015
- Pre-qualification letter from the Lender
- Copy of escrow earnest money contract
- Current government issued identification for all purchasing household members
- Copy of Homebuyer Education Certificate (no older than one year)

VI. Seller Requirements:

The City of Corpus Christi will cover the following Seller closing costs:

- Title Company Fee, approximately 1.0% of the sales price
- Title Company Escrow Fee
- Home Warranty
- Title Company Documentation Prep
- Title Company Recording Fee
- Title Company Courier Fee
- Tax Certificate
- Guarantee to the State of Texas

ATTACHMENT A

INCOME LIMITS (80% of MEDIAN INCOME)

FAMILY SIZE	1	2	3	4	5	6	7	8
ANNUAL INCOME	31,200	35,650	40,100	44,550	48,150	51,700	55,250	58,850

Revised 3/09/2015* Income limits are established by HUD and are subject to change without notice