

Registration form

Date:

NAME OF PROPERTY OWNER(S):

.....
.....
.....

BLOCK: LOT:.....

MAILING ADDRESS OF OWNER, (IF OTHER THAN PROPERTY)

.....
.....

When conversion is complete, how many apartment units will have been removed from this structure? _____

What is the anticipated Start date? _____

Anticipated completion Date? _____

Do you plan to apply for the WORC additional permit Assistance? YES _____ NO _____

Do you plan to apply for the WORC \$15,000 grant? YES _____ NO _____

ELIGIBILITY REQUIREMENTS

Structure must have originally been built as a single family home.

Structure is currently approved for multi-family use.

Applicant will apply for permanent removal of unit(s).

Property taxes, water and sewer on structure must be current.

Required permits must be applied for even when fee is waived.

Applicable federal, state and local codes must be met in completed work.

If a structure has three or more existing approved rental units, applicant making a partial reduction in number of unit is still eligible for this program.

Note: The Construction Office has guidelines describing what is required for a rental unit to be considered permanently removed from a structure.



WOODBURY

**MULTI-FAMILY
HOUSING
CONVERSION
PROGRAM**

City of Woodbury

33 Delaware Street
Woodbury, NJ 08096
856.845.1300
www.woodbury.nj.us

PURPOSE OF PROGRAM

The purpose of this program is to encourage restoration of Woodbury multi-family homes to a single family use, thereby improving quality of life and increasing property values in the community.

The City-sponsored incentives in this program are open to all participants. Participants can be any of the following:

- ◆ Owner/Occupant
- ◆ Investor/Owner
- ◆ Investor/Reseller

Woodbury Old City Restoration Committee ("WORC") is partnering with the City to provide additional incentives which must be applied for separately and approved by WORC. This application is available at the City Construction Office.

PROGRAM INCENTIVES

CITY PERMIT FEE WAIVER

- ◆ Up to \$500 in local permit fees will be waived for registered participants. (Registration must be confirmed before fees can be waived.)
- ◆ By law, state permit fees cannot be waived, but these fees are usually very low.
- ◆ If, upon final inspection, it is found that no actual removal of any rental units took place, the waived fees become payable in full immediately.

PROPERTY TAX ABATEMENT

The City of Woodbury allows tax abatements for some types of improvements. Contact Gloucester County Tax Assessor to see if you qualify at 856.307.6446.

WORC \$15,000 GRANT

- ◆ Approved applicants will receive up to \$15,000 per rental unit removed from structure.
- ◆ This grant is payable after final City inspection verifies units have been permanently removed.
- ◆ This is a competitive grant. See WORC application for details or call 856.845.9322.

WORC PERMIT FEE REFUND

- ◆ Any permit fees over the city-waived \$500 are eligible for a 50% refund from WORC. (A WORC registration is required.)
- ◆ Please note that this is a refund from WORC directly to the participant. State fees and local fees above the waived \$500, if any, are due to the City at the time permits are obtained.

WOODBURY MULTI-FAMILY HOUSING CONVERSION PROGRAM