

# Action Plan

**Grantee:** Westland, MI

**Grant:** B-08-MN-26-0016

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<b>LOCCS Authorized Amount:</b>	\$ 2,061,722.00
<b>Grant Award Amount:</b>	\$ 2,061,722.00
<b>Status:</b>	Reviewed and Approved
<b>Estimated PI/RL Funds:</b>	\$ 269,270.00
<b>Total Budget:</b>	\$ 2,330,992.00

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## Funding Sources

Funding Source	Funding Type
NSP	Other Federal Funds

## Narratives

### Areas of Greatest Need:

The City of Westland has been allocated \$2,061,722 in NSP funds. The City of Westland proposes to use the NSP funds under the following eligible uses: *ç* Buying foreclosed, vacant or blighted homes, *ç* Demolishing or rehabilitating these properties, *ç* Constructing new homes for homeownership opportunities and rehabilitating properties for affordable rental opportunities, and *ç* Offering down payment and closing cost assistance to moderate income home buyers

### Distribution and Uses of Funds:

The City of Westland's areas of greatest need, determined by the risk factors set forth by the HERA legislation and provided by HUD, are in the Norwayne neighborhood and the southeast and northeast corners of the City. The Norwayne subdivision is one of the oldest areas of the city. The area was built to provide temporary housing for returning WWII soldiers. Norwayne is an area that has long been neglected and includes substandard multi-unit duplexes and four-plexes in various degrees of disarray. This has contributed to the City spending a disproportionate amount of city resources in Norwayne. Income levels fall within the CDBG eligible category of 80 percent or below of area median income. The City will use NSP funds to demolish vacant structures that are beyond repair and replace them with affordable homeownership opportunities for families with incomes at or below 120 percent of area median income. Increasing the level of homeownership will help to stabilize the neighborhood. The City will also use NSP funds to rehabilitate structures that do not require demolition to provide affordable rental opportunities for families with incomes at or below 50 percent of area median income. Increasing the amount of renovated, affordable rental housing will also help to stabilize the neighborhood.

### Definitions and Descriptions:

~ Dangerous Buildings/Blighted Structures

As defined in the HERA Federal Register Notice, Vol. 73, No. 194 (II)

(A), a blighted structure is generally described as follows:

"A structure is blighted when it exhibits objectively determinable signs of deterioration sufficient to constitute a threat to human health, safety, and public welfare."

It has been determined by HUD that the Federal Register definition be used as a base in which a Grantee should further define a blighted structure for the purposes of implementing the clearance of such structures through the NSP Program. The City of Westland defines a blighted or dangerous structure in the 2006 International Property Maintenance Code and Ordinance #191-b-8, Sec. 22-458. Causes of blight or blighting factors are defined as:

2006 International Property Maintenance Code®



## SECTION 108

### UNSAFE STRUCTURES AND EQUIPMENT

108.1 General. When a structure or equipment is found by the code official to be unsafe, or when a structure is found unfit for human occupancy, or is found unlawful, such structure shall be condemned pursuant to the provisions of this code.

108.1.1 Unsafe structures. An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because such structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe or of such faulty construction or unstable foundation, that partial or complete collapse is possible.

108.1.3 Structure unfit for human occupancy. A structure is unfit for human occupancy whenever the code official finds that such structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lacks maintenance, is unsanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by this code, or because the location of the structure constitutes a hazard to the occupants of the structure or to the public.

City of Westland Ordinance #191-b-8

Sec. 22-458. Causes of blight or blighting factors.

It is hereby determined that the following uses, structures, conditions and activities are causes of blight, or blighting factors, which, if allowed to exist, will tend to result in blighting and undesirable neighborhoods, and which if alleviated or remedied will tend to rehabilitate already blighted areas. No person shall maintain or permit to be maintained any of these causes of blight or blighting upon any premises in the city owned, leased, rented or occupied by any such person:

(4) In any area, the existence of any structure or part of a structure which because of fire, wind or other natural disaster, or physical deterioration, is no longer habitable as a dwelling, nor useful for any other purpose for which it may have been intended;

(5) In any area, the existence of any vacant dwelling, commercial building, garage or other outbuilding, unless the same are kept securely locked, with windows kept glazed or neatly boarded up, and otherwise protected to prevent entrance thereto by vandals or unauthorized members of the public; provided, however, that the existence of any vacant boarded-up building for a period in excess of six months shall be deemed to be a cause of blight or a blighting factor;

(6) In any area, the existence of any partially completed structure, unless such structure is in the course of construction in accordance with a valid and subsisting building permit issued by the city, and unless such construction is completed within a reasonable time.

#### ~ Affordable Rents

City of Westland is committed to supplying affordable rental units to City of Westland residents. The City currently administers the HOME Rental Rehabilitation Program. Rents for this program are equal to the Fair Market Rent (FMR) for the Detroit-Warren-Livonia MSA. Housing that is rehabilitated for rental purposes using NSP funds will use the same affordable rents as the existing program. The following table shows the FMRs by unit size.

#### ~ Continued Affordability (Amended by City Council, March 1, 2010)

City of Westland currently administers the HOME Rental Rehabilitation Program. Current program provisions provide a matching grant of up to \$14,999 per unit in rehabilitation funds. Owners/developers must agree to rent to low income families and maintain affordable rents for a five year period following rehabilitation. Rehabilitation using NSP Program funds will require the same affordability period.

City of Westland currently administers the Homebuyers Assistance Program. Current program provisions provide \$5000 assistance for structures built prior to 2000 and \$10,000 assistance for structures built since 2000. The program requires a five year affordability period. If the home is sold or refinanced during the affordability period, the entire assistance must be repaid to the City. Homebuyer assistance using NSP funds will require the same affordability period.

In addition, the house must be sold to a family with an income at or below 120 percent of area median income, based on HUD income limits during the entire affordability period.

#### ~ Housing Rehabilitation Standards

City of Westland will use housing rehabilitation standards that were developed as a part of the City of Westland HOME Rental Rehabilitation Program. Rehabilitation of housing units will meet all current City of Westland and State of Michigan building codes. The City will address the lead based paint hazards that are found in all homes rehabilitated with the City's NSP funds. Further information regarding City of Westland HOME Rental Rehabilitation Program can be viewed in the Neighborhood Development Program Guidelines manual.

## Low Income Targeting:

### LOW INCOME TARGETING

The City of Westland will use HUD established income limits to ensure that families with very low, low, moderate, and middle incomes benefit from the NSP program. The income table below shows these income categories and limits.

The City of Westland will use at least \$515,430 (25% of the City's NSP allocation, as required) for the purchase and redevelopment of abandoned or foreclosed upon homes or residential properties for housing individuals or families whose incomes do not exceed 50 percent of area median income. Primarily, these funds will provide affordable rental opportunities.



FY 2008 Income Limits (Detroit-Warren-Livonia Metro FMY Area)

Area Median Income: \$68,400

Income Limit Category

- 1 person
- 2 person
- 3 person
- 4 person
- 5 person
- 6 person
- 7 person
- 8 person
- Very Low (50%)

24,450

27,950

31,450

34,950

37,750

40,550

43,350

46,150

Low (80%)

39,150

44,750

50,350

55,900

60,400

64,850

69,350

73,800

Middle (120%)

58,725

67,125

75,525

83,850

90,600

97,275

104,025

110,700

**Acquisition and Relocation:**

The City does not anticipate funding any activities that will displace any resident or businesses as part of the NSP Program. If displacement does occur, the residents or businesses displaced would be entitled to compensation and/or assistance under applicable federal laws. Should the need for displacement ever arise, the City will officially notify the residents or businesses expected to be displaced as soon as practicable following approval of the activity. The notice will include a description of the proposed action, a discussion of how the resident or business owner might be affected, and information concerning their rights and benefits.



**Public Comment:**

In accordance with the NSP Program requirements, the City of Westland invited public comment regarding the proposed fiscal year 2008-09 CDBG substantial amendment.

The NSP Program and proposed use of funds was discussed at the October 21, 2008 Westland Housing Commission meeting. The Westland City Council held a study session on November 3, 2008 and voted to approve the proposed substantial amendment at the following City Council meeting.

The proposed substantial amendment was published on the City of Westland website ([www.ci.westland.mi.us/services/communitydevelopment](http://www.ci.westland.mi.us/services/communitydevelopment)) on November 7, 2008. The Mayor's Office issued a press release on November 14, 2008, which resulted in an article in the Westland Observer on November 16, 2008. The proposed substantial amendment was also published as a public notice in the November 20, 2008 Wayne/Westland Eagle and the November 23, 2008 Westland Observer.

The City of Westland will include any public comments that are received in the NSP Program substantial amendment. The public comment period will begin on November 7, 2008 and will end on December 1, 2008. Copies of the proposed substantial amendment will be available for viewing at the Department of Housing and Community Development. Copies of the substantial amendment will be made available upon request. All correspondence, records, written proposals and minutes of the public meetings will be retained at the Department of Housing and Community Development.

## Project Summary

Project #	Project Title	Grantee Activity #	Activity Title
9999	Restricted Balance		<i>No activities in this project</i>
BCKT	Bucket Project	1	Demolition of Blighted Structures
		2	Acquisition
		3	Rehab/Redevelop Demolished or Vacant Properties
		3a	
		4	Down Payment Assistance
		5	NSP Administration



# Activities

**Project # / Title:** BCKT / Bucket Project

**Grantee Activity Number:** 1  
**Activity Title:** Demolition of Blighted Structures

**Activity Type:**  
Clearance and Demolition

**Project Number:**  
BCKT

**Projected Start Date:**  
02/01/2009

**Project Draw Block by HUD:**  
Not Blocked

**Activity Draw Block by HUD:**  
Not Blocked

**Block Drawdown By Grantee:**  
Not Blocked

**National Objective:**  
LMMI: Low, Moderate and Middle Income National Objective for NSP Only

**Environmental Assessment:**  
COMPLETED

**Benefit Report Type:**  
Area Benefit (Census)

**Activity Status:**  
Completed

**Project Title:**  
Bucket Project

**Projected End Date:**  
01/31/2013

**Project Draw Block Date by HUD:**

**Activity Draw Block Date by HUD:**

**Total Budget:** \$ 199,887.00  
**Other Funds:** \$ 0.00  
**Total Funds:** \$ 199,887.00

Proposed Beneficiaries	Total	Low	Mod	Low/Mod%
# of Persons				0.0
<b>Proposed Accomplishments</b>	<b>Total</b>			
# of Singlefamily Units	30			
# of Housing Units	30			
# of Properties	30			

<b>LMI%:</b>	
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**Activity is being carried out by Grantee:**  
No

**Activity is being carried out through:**

**Organization carrying out Activity:**  
City of Westland

**Proposed budgets for organizations carrying out Activity:**

Responsible Organization	Organization Type	Proposed Budget
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**Location Description:**

Norwayne neighborhood, southeast and northeast corners of City

**Activity Description:**

Funding will be allocated for the demolition and clearance of blighted or dangerous structures as deemed by the City of Westland Dangerous Buildings Ordinance. In addition to demolition, this funding will be used for redevelopment of housing and/or public facilities, housing counseling services limited to the prospective purchaser or tenants of the developed properties and direct homeownership assistance.

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**Grantee Activity Number:** 2  
**Activity Title:** Acquisition

**Activity Type:**  
 Acquisition - general

**Project Number:**  
 BCKT

**Projected Start Date:**  
 02/01/2009

**Project Draw Block by HUD:**  
 Not Blocked

**Activity Draw Block by HUD:**  
 Not Blocked

**Block Drawdown By Grantee:**  
 Not Blocked

**National Objective:**  
 LMMI: Low, Moderate and Middle Income National Objective for NSP Only

**Environmental Assessment:**

**Activity Status:**  
 Completed

**Project Title:**  
 Bucket Project

**Projected End Date:**  
 01/31/2013

**Project Draw Block Date by HUD:**

**Activity Draw Block Date by HUD:**

**Total Budget:** \$ 819,806.00

**Other Funds:** \$ 0.00

**Total Funds:** \$ 819,806.00

**Benefit Report Type:**  
 Area Benefit (Census)

Proposed Beneficiaries	Total	Low	Mod	Low/Mod%
# of Persons				0.0

Proposed Accomplishments	Total
# of Singlefamily Units	60
# of Housing Units	60
# of Parcels acquired voluntarily	59
# of Parcels acquired by admin settlement	
# of Parcels acquired by condemnation	1
# of buildings (non-residential)	
# of Properties	60

LMI%:	
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**Activity is being carried out by Grantee:**  
 No

**Activity is being carried out through:**

**Organization carrying out Activity:**  
 City of Westland

**Proposed budgets for organizations carrying out Activity:**

Responsible Organization	Organization Type	Proposed Budget
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**Location Description:**

Norwayne neighborhood and southeast and northeast corners of City

**Activity Description:**

Funding will be allocated to the acquisition of vacant or foreclosed properties. Properties to be demolished, rehabilitated or redeveloped depending on their location and condition.

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**Grantee Activity Number: 3**  
**Activity Title: Rehab/Redevelop Demolished or Vacant Properties**

**Activity Type:**  
 Rehabilitation/reconstruction of residential structures

**Project Number:**  
 BCKT

**Projected Start Date:**  
 02/01/2009

**Project Draw Block by HUD:**  
 Not Blocked

**Activity Draw Block by HUD:**  
 Not Blocked

**Block Drawdown By Grantee:**  
 Not Blocked

**National Objective:**  
 LMMI: Low, Moderate and Middle Income National Objective for NSP Only

**Environmental Assessment:**

**Activity Status:**  
 Completed

**Project Title:**  
 Bucket Project

**Projected End Date:**  
 12/31/2013

**Project Draw Block Date by HUD:**

**Activity Draw Block Date by HUD:**

**Total Budget:** \$ 471,469.00

**Other Funds:** \$ 0.00

**Total Funds:** \$ 471,469.00

**Benefit Report Type:**  
 Direct (Households)

**Ancillary Activities**

Responsible Organization	Activity Type	Project #	Grantee Activity #	Activity Title	Program Income Account
City of Westland	Acquisition - general	BCKT	2	Acquisition	General Account
City of Westland	Homeownership Assistance to low- and moderate-income	BCKT	4	Down Payment Assistance	General Account

**Association Description:**

Activities divided among the phases of acquisition, rehabilitation and homeowner downpayment assistance. All accomplishments reported in Activity 3, Rehabilitation for incomes greater than 50% AMI.

Proposed Beneficiaries	Total	Low	Mod	Low/Mod%
# Renter Households				0.0
# Owner Households	15		15	100.00
# of Households	15		15	100.00

Proposed Accomplishments	Total
# of Singlefamily Units	15
# of Housing Units	15
# of Properties	15



**Activity is being carried out by Grantee:**

No

**Activity is being carried out through:**

**Organization carrying out Activity:**

City of Westland

**Proposed budgets for organizations carrying out Activity:**

Responsible Organization	Organization Type	Proposed Budget
City of Westland	Unknown	\$ 471,469.00

**Location Description:**

- Norwayne neighborhood
- Area south of Cherry Hill Road
- Area South of Joy Road and North of Cherry Hill/east of Wayne Road

**Activity Description:**

Funding will be allocated for the redevelopment and rehabilitation of foreclosed, vacant and/or demolished properties with the intent to sell or rent the properties to those that meet the income eligibility requirements.



**Grantee Activity Number:** 3a  
**Activity Title:** Rehab/Redevelop Demolished or Vacant Properties

**Activity Type:**  
 Rehabilitation/reconstruction of residential structures

**Project Number:**  
 BCKT

**Projected Start Date:**  
 02/01/2009

**Project Draw Block by HUD:**  
 Not Blocked

**Activity Draw Block by HUD:**  
 Not Blocked

**Block Drawdown By Grantee:**  
 Not Blocked

**National Objective:**  
 LH25: Funds targeted for housing for households whose incomes are at or under 50% Area Median Income.

**Environmental Assessment:**

**Benefit Report Type:**  
 Direct (Households)

**Activity Status:**  
 Completed

**Project Title:**  
 Bucket Project

**Projected End Date:**  
 01/31/2013

**Project Draw Block Date by HUD:**

**Activity Draw Block Date by HUD:**

**Total Budget:** \$ 582,272.00

**Other Funds:** \$ 0.00

**Total Funds:** \$ 582,272.00

Proposed Beneficiaries	Total	Low	Mod	Low/Mod%
# Renter Households	8	8		100.00
# Owner Households	7	7		100.00
# of Households	15	15		100.00

Proposed Accomplishments	Total
# of Singlefamily Units	15
# of Housing Units	15
# ELI Households (0-30% AMI)	
# of Properties	15

**Activity is being carried out by Grantee:**  
 No

**Activity is being carried out through:**

**Organization carrying out Activity:**  
 City of Westland

**Proposed budgets for organizations carrying out Activity:**

Responsible Organization	Organization Type	Proposed Budget
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**Location Description:**

Norwayne neighborhood and southeast and northeast corners of City

**Activity Description:**

Funding will be allocated for the redevelopment and rehabilitation of foreclosed, vacant and/or demolished properties with the intent to sell or rent the properties to those that meet the income eligibility requirements. Rehabilitation activity will include affordable rental for families with incomes at or below 50% of area median income.

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**Grantee Activity Number:** 4  
**Activity Title:** Down Payment Assistance

**Activity Type:**

Homeownership Assistance to low- and moderate-income

**Project Number:**

BCKT

**Projected Start Date:**

02/01/2009

**Project Draw Block by HUD:**

Not Blocked

**Activity Draw Block by HUD:**

Not Blocked

**Block Drawdown By Grantee:**

Not Blocked

**National Objective:**

LMMI: Low, Moderate and Middle Income National Objective for NSP Only

**Environmental Assessment:**

**Benefit Report Type:**

Direct (Households)

**Activity Status:**

Completed

**Project Title:**

Bucket Project

**Projected End Date:**

12/31/2013

**Project Draw Block Date by HUD:**

**Activity Draw Block Date by HUD:**

**Total Budget:** \$ 68,698.00

**Other Funds:** \$ 0.00

**Total Funds:** \$ 68,698.00

**Proposed Beneficiaries**

# Owner Households

	Total	Low	Mod	Low/Mod%
# Owner Households	20	5	15	100.00
# of Households	20	5	15	100.00

# of Households

**Proposed Accomplishments**

# of Singlefamily Units

**Total**

20

# of Housing Units

20

**Activity is being carried out by Grantee:**

Yes

**Activity is being carried out through:**

Contractors

**Organization carrying out Activity:**

City of Westland

**Proposed budgets for organizations carrying out Activity:**

**Responsible Organization**

City of Westland

**Organization Type**

Unknown

**Proposed Budget**

\$ 68,698.00

**Location Description:**



Norwayne neighborhood and southeast and northeast corners of City.

**Activity Description:**

Funding will be allocated to income eligible candidates for the purpose of down payment/closing cost assistance.

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**Grantee Activity Number:** 5  
**Activity Title:** NSP Administration

**Activity Type:**

Administration

**Project Number:**

BCKT

**Projected Start Date:**

09/01/2008

**Project Draw Block by HUD:**

Not Blocked

**Activity Draw Block by HUD:**

Not Blocked

**Block Drawdown By Grantee:**

Not Blocked

**National Objective:**

Not Applicable - (for Planning/Administration or Unprogrammed Funds only)

**Environmental Assessment:**

**Benefit Report Type:**

NA

**Activity Status:**

Completed

**Project Title:**

Bucket Project

**Projected End Date:**

01/31/2013

**Project Draw Block Date by HUD:**

**Activity Draw Block Date by HUD:**

**Total Budget:** \$ 188,860.00

**Other Funds:** \$ 0.00

**Total Funds:** \$ 188,860.00

**Activity is being carried out by Grantee:**

No

**Activity is being carried out through:**

**Organization carrying out Activity:**

City of Westland

**Proposed budgets for organizations carrying out Activity:**

Responsible Organization	Organization Type	Proposed Budget
City of Westland	Unknown	\$ 188,860.00

**Location Description:**

Norwayne neighborhood and southeast and northeast corners of City.

**Activity Description:**

This activity will provide the general administration and planning activities required to receive NSP funding and implement a successful NSP program, including preparation of the substantial amendment, required noticing, monitoring, financial reporting and other required administrative tasks.



## Activity Supporting Documents

**Document** 09212016 Westland Program Income Transfer from DRGR to IDIS.pdf

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## Action Plan Comments:

Reviewer - Reviewer - K. Myers  
Rejected per Grantee's Request. Grantee wants to amend estimated Program Income assignments and project/activity budgets.

Reviewer - Reviewer - K. Myers  
01/04/2011

Action Plan amendment rejected because grantee did not adjust budgets for activities to reconcile to available funding, the sum of program funds and program income.

Reviewer - Reviewer - K. Myers  
01/06/2012

Action plan approved for project/activity budget adjustments due to effects of estimated program income.

MARGUERIT Action plan approved for project/activity budget adjustments

Reviewer - Grantee states no changes were made and not sure why the AP was in "modified await submission" status.  
PMcGoy

Reviewer - The budget amendment increases anticipated program income from \$213,000 to \$250,000. All of the PI will be allocated to rehabilitation.

## Action Plan History

### Version

### Date

B-08-MN-26-0016 AP#1

11/16/2016

B-08-MN-26-0016 AP#2

10/03/2016





B-08-MN-26-0016 AP#3	07/20/2016
B-08-MN-26-0016 AP#4	06/18/2015
B-08-MN-26-0016 AP#5	01/05/2015
B-08-MN-26-0016 AP#6	10/30/2014
B-08-MN-26-0016 AP#7	08/01/2014
B-08-MN-26-0016 AP#8	06/13/2014
B-08-MN-26-0016 AP#9	03/30/2014
B-08-MN-26-0016 AP#10	10/30/2013
B-08-MN-26-0016 AP#11	08/14/2013
B-08-MN-26-0016 AP#12	07/30/2013
B-08-MN-26-0016 AP#13	01/07/2013
B-08-MN-26-0016 AP#14	01/06/2012
B-08-MN-26-0016 AP#15	08/01/2011
B-08-MN-26-0016 AP#16	07/14/2009

