

Meeting Date (?)	03/22/2016			
Subject Matter * (?)	Approval of a Notice of Encroachment for 1604 Cassib This must match rolling agenda entry			
Department of Origin *	COMMUNITY DEVELOPMENT			
Submitted By *	Art Roach			
Type of Meeting *	<input type="radio"/> BCD	<input type="radio"/> Special	<input checked="" type="radio"/> Regular	
Classification *	<input type="radio"/> Public Hearing	<input type="radio"/> Consent	<input checked="" type="radio"/> Statutory	<input type="radio"/> Regular
Ordinance *	<input checked="" type="radio"/> None	<input type="radio"/> First Read	<input type="radio"/> Second Read	<input type="radio"/> First & Only Read
Strategic Initiative *	<input type="checkbox"/> Public Safety		<input type="checkbox"/> Service	
	<input checked="" type="checkbox"/> Economic Development		<input type="checkbox"/> Infrastructure	
	<input checked="" type="checkbox"/> Quality of Life			
Agenda Item Description *	Consider approval of a Notice of Encroachment for 1604 Cassib Street between BCS Habitat for Humanity, the homebuyer, and the City of Bryan to allow the homebuyer to benefit from the City's Down Payment Assistance program.			
Summary Statement *	<p>BCS Habitat for Humanity has recently constructed a new single-family home located at 1604 Cassib Street in Bryan. Upon completion of construction, a survey indicated the rear left corner of the home encroaches into the City of Bryan Public Utility Easement (PUE) for the currently installed storm sewer.</p> <p>This Notice of Encroachment will be recorded in the public records to ensure future purchasers of the property are aware of the encroachment. This notice sets out for the public record that, if needed to maintain the City's infrastructure, the site improvements may be removed from the easement or may be damaged without compensation to the owner and with no liability by the City.</p> <p>The homebuyer household is eligible to receive Down Payment Assistance through the City's Community Development Block Grant. Approval of the Notice of Encroachment will ensure the property is eligible for the Down Payment Assistance program.</p>			
Staff Analysis & Recommendation *	<p>Community Development Services Department staff recommends approval of the Notice of Encroachment. This action will allow the eligible homebuyer household to receive Down Payment Assistance in order to keep their monthly payments affordable, and will help to increase the rate of homeownership in the neighborhood.</p> <p>These Down Payment Assistance funds are anticipated to leverage approximately \$67,200 in private funds and 550 hours of volunteer labor.</p> <p>If not approved, the household will not benefit from the principal reduction of the loan that the Down Payment Assistance provides.</p>			
Options *	<p>(In Suggested Order of Staff Preference)</p> <ol style="list-style-type: none"> 1. Approve the Notice of Encroachment, and authorize the Mayor to sign 2. Do not approve the Notice of Encroachment 			
Funding Source *	Funding for Down Payment Assistance is available from Community Development Services Department FY2016 Community Development Block Grant Homeowner Assistance Budget			
Attachments	Notice of Encroachment 1604 Cassib.docx	1.96MB		
	Location Map 1604 Cassib.jpg	732.12KB		

Please detail attachments and note attachments available for viewing in City Secretary's Office:

1. Notice of Encroachment (Word doc)
2. Location Map (jpg file)

Dept. Head Signature



Alsie Bond

**Deputy City Manager
Signature**



City Manager Signature



City Attorney Signature



Janis K. Hampton