

# The Woodbury Olde-City Restoration Committee Grant Program

## It *PAYS* to be *SINGLE*

Applicant property must have been a single-family dwelling and currently be a multi-family dwelling. An allowable exception would be in the case of structural twins. The home must currently be zoned for multi-family use.

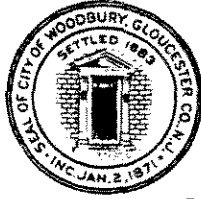
Please fill out and send the application to Woodbury Olde-City Restoration Committee (WORC), 86 N. Evergreen Ave, Woodbury, NJ 08096. Our grant committee will review your application. A committee member will contact you to set up an appointment to see the property, and this member will make a report to the Woodbury Olde-City Restoration Committee regarding your project. The awarding of these grants is at the sole discretion of the WORC Board of Trustees. WORC is under no obligation to accept an application that does not meet our criteria. A scoring system will be used to award the grants. Credit will be given for:

- Reduction of housing density. In all cases kitchen facilities must be removed.
- Elimination of nuisance homes, which are defined as properties in substantial disrepair and/or have been sources of neighborhood complaints.
- Dollars to be spent on property's conversion. Labor costs can be included.
- Current residents of the City of Woodbury. Outside investors are still eligible.
- Additional consideration for owner occupied properties.

Woodbury Olde-City Restoration Committee will award up to \$5,000 per unit removed from a property. The City of Woodbury provides a waiver of permit fees up to \$500. WORC will reimburse all qualified applicants 50% of any permit fees above \$500, up to a maximum of \$250. This benefit will be provided to all qualified applicants regardless of grant approval.

After a project has received approval and the property owner has been notified, the property owner has one year in which to complete the conversion. Extensions can be approved on a case-by-case basis. All converted apartments must be removed from the city rolls. When the renovation is completed and the city inspector has issued a certificate of occupancy, Woodbury Olde-City Restoration Committee will disburse all approved grant funds to the property owner.

Any disputes will be addressed within 10 business days.



*City of Woodbury*  
GLOUCESTER CO.  
WOODBURY, N. J.

**MULTI-FAMILY HOUSING CONVERSION PROGRAM**

**REMOVAL OF APARTMENT UNITS**

*The following must be done for an apartment to be considered "removed" from a multi-family structure:*

- Water and gas piping, along with electric lines for range, must be disconnected and terminated into the walls in kitchen area. Plumbing may stay if area will be laundry or similar use.
- Any partitions or walls that were built to subdivide stairs and spaces into multiple living units must be removed.
- Electrical wiring must be put back onto one (1) meter. Multiple electric meters are not allowed.
- Gas piping must be converted to one (1) meter. Multiple gas meters are not allowed.
- Appliances in abandoned units must be removed. These include ranges, stoves, ovens, dishwashers. Cooking facilities must be removed.
- Exterior stairways that constitute additional entrance/egress route(s) to abandoned units must be removed and doors, if any, to these stairways removed.
- Any and all other alterations that were made when structure was subdivided into multiple units, and that would be conducive to future re-subdivision back to multiple units, must be removed.
- Multiple address numbers must be removed and a single address number must be established, to avoid confusion for emergency response personnel.
- Property owner must notify Woodbury Water/Sewer Department of abandonment of rental units. Call 856-853-0892.



Woodbury Old-City Restoration Committee

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### Application

A program of Woodbury Old City Restoration Committee  
In partnership with the City of Woodbury

Applicant: \_\_\_\_\_

Co-Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Phone # \_\_\_\_\_

Property Address: \_\_\_\_\_

Please Check All Answers That Apply Regarding Property:

Owner Occupied \_\_\_\_\_ Investment Property \_\_\_\_\_

Current Number of Units \_\_\_\_\_ Proposed Number of Units \_\_\_\_\_

Estimated Cost of Conversion and Repair \_\_\_\_\_

Brief Description of Work to be Done \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

Signature of Co-Applicant: \_\_\_\_\_

Date of Application: \_\_\_\_\_

Send to: Woodbury Old-City Restoration Committee

86 N. Evergreen Avenue • Woodbury, NJ 08096 • Phone: (856) 853-6432