

Public Notice

The City of Houston (City), through its Housing and Community Development Department (HCDD), is making changes to its Homebuyer Choice Program (HCP) Guidelines. The changes will be implemented in the following areas:

Updated Roles/Responsibilities

- Houston Community Land Trust to determine eligibility

Program Process

- Defined at what point the Housing Community Development will be handed the file for environmental review and inspection.
- List out what documents will be provided when HCDD receives the file.
- What document HCDD will provide to Houston Community Land Trust after review of the property.
- Defined the closing process Houston Community Land Trust will perform.
- List the documents Houston Community Land Trust will provide for a closing.

Home Purchase Requirements

- Home cannot be tenant occupied
- Seller required to certify occupancy status

Eligibility Requirements

- Annual household income will include assets being computed at .06% passbook savings for net assets over \$5,000
- Added samples of buyer's contribution
- Liquid assets increased to \$75,000
- Added Waiver verbiage for asset over \$75,000
- Added Sex Offender verbiage
- Added Child Support verbiage
- Added First Time Homebuyer verbiage
- Added current utility bill status
- Changed number of days a Homebuyer Choice Program Qualification Letter is valid

Funding Requirements

- Cash back is not allowed at closing

Complaints/Appeals

- The Tier 1 appeal will be handled by Houston Community Land Trust

Other

- Created definition of an Eligible Home and Subsidy Layering Analysis
- Acknowledged that the Restrictive Covenant is included in the Ground Lease

The public has seven (7) days to comment on these proposed changes. The 7-day period will extend from Monday, January 16, 2022, through Monday, January 23, 2022.

The HCP draft guidelines have been updated and may be viewed at:

- HCDD website – <https://houstontx.gov/housing/homes/hcp.html>
- HCDD Office – 2100 Travis Street, 9th Floor, Houston, TX 77002 (copies may be obtained at this location upon request)

For more information on these changes, contact Kennisha London at (832) 394-6197. Written comments can be submitted by email to Kennisha.London@HoustonTX.gov. For more information on HCDD and its programs, you may access HCDD's website at <http://www.houstontx.gov/housing/>. For specific questions or concerns about fair housing or landlord/tenant relations, please contact Yolanda Guess-Jeffries at (832) 394-6200 ext. 5. For any information about our Complaints and Appeals Process, please access the following: <https://houstontx.gov/housing/complaints.html> and <https://houstontx.gov/housing/appeals.html>.