

AFFORDABLE HOUSING DEVELOPMENT

NEWTON HEIGHTS, BOHERBOY ROAD, LOTAMORE, CORK

AFFORDABLE HOUSING APPLICATION: ELIGIBILITY CRITERIA & FAQ



Illustrative Image of Newton Heights, Boherboy Road, Lotamore, Cork.

www.newtonheights.ie

Applications may be made between

Tuesday, 23rd August 2022 at 12 noon and 12 midnight on 6th September 2022.

This FAQ document will be updated on a regular basis.

The following document sets out information on the eligibility criteria, Fixed Charge, application process and required documentation and addresses frequently asked questions for an Affordable Housing residential development at Newton Heights, Boherboy Road, Lotamore, Cork.

All criteria must be met in-order for applications to be processed.

There are two house types available within the affordable housing development, 2 Bedroom dwellings & 3 Bedroom dwellings.

- Section 1: ELIGIBILITY
- Section 2: FIXED CHARGE
- Section 3: APPLICATION PROCESS & DOCUMENTATION
- Section 4: FREQUENTLY ASKED QUESTIONS

SECTION 1: ELIGIBILITY

In order to be eligible to apply for Affordable Housing at Newton Heights, Boherboy, Lotamore, Cork, applicants must satisfy the following criteria;

- Be classified as a first-time buyer (**) and do not own or have legal interest in a dwelling
- Income Limit 2 Bedroom: gross household income for the preceding 12 months should be below €71,100
- Income Limit 3 Bedroom: gross household income for the preceding 12 months should be below €80,615
- Have the right to reside indefinitely in Ireland. Intending purchasers from a member state of the EU/European Economic Area can apply for an affordable home, provided they are living and working in Ireland.
- The affordable home must be the household's normal place of residence.
- Where intending purchasers are not an Irish/EU/EEA citizen, they must have indefinite leave to remain in the State.

Note: Under the Scheme of Priority for Affordable Dwelling Purchase Arrangements, as adopted by Cork City Council, where the number of eligible applicants exceeds the number of affordable dwellings for which applications are made, applications will be prioritised in accordance with Cork City Council's Scheme of Priority, to include that for three-bedroom dwellings, priority shall be given to 2 or more-person households.

First Time Buyer Exception ()**

First Time Buyer Exceptions are documented in the Affordable Housing Act 2021, which does allow particular categories of exceptions to the First-Time Buyer eligibility criteria, to include circumstances of divorce or separation, personal insolvency or bankruptcy and others, subject to terms and conditions.

In addition to the above eligibility criteria, a Scheme of Priority proposed in respect of Newton Heights, Boherboy Road was approved by the Elected Members of Cork City Council on 11th July 2022. The purpose of the Scheme of Priority - outlines a methodology to be applied to determine the order of priority accorded to eligible households where the demand for such arrangements exceeds the dwellings or resources available. The main points are as follows:

- The Property must be suited to the applicant household's needs.

The Initial 70% of confirmed eligible applicants:

- The ranking mechanism will be on a First come first served basis, based on date & time of application

The balance of 30% of confirmed eligible applicants:

- The ranking mechanism will be lottery based on confirmation of residency within the current administrative area of Cork City Council for a minimum period of 5 years preceding the time of application

SECTION 2: FIXED CHARGE

All purchasers will sign up to an 'Affordable Dwelling Purchase Arrangement' with Cork City Council. Under this arrangement, Cork City Council will register a fixed, second charge against the property subject of the sale, equal to the difference between the market value of the dwelling and the price paid by the purchaser, to account for financial subsidy obtained from the Department of Housing Local Government & Heritage, Affordable Housing Fund.

This fixed charge will be in the form of a sum as opposed to a % of the property.

Cork City Council may not seek realisation of the 'Fixed Charge' before a 40-year period (with exception where a breach of the agreement occurs). A purchaser may choose to redeem the 'Fixed Charge' at any time, by means of one or a series of payments to Cork City Council.

Please see below some figures specific to Newton Heights, Boherboy Road, Lotamore, Cork.

2 BEDROOM DWELLING

- The household income limit is €71,100
- The purchase price from €217,500

3 BEDROOM DWELLING

- The household income limit will be €80,615
- The purchase price from €243,000

SECTION 3: APPLICATION PROCESS & DOCUMENTATION

The application process will be via an online platform. The link to this platform is available at www.newtonheights.ie and will be available and live from **12 noon on Tuesday, 23rd August 2022 and 12 midnight on 6th September 2022.**

Step 1: REGISTERING: Register with the online platform. You will need the following information:

- Your Full Name, a valid & active email address & a Mobile Phone Number

You will generate a registration verification number via text message, which you will enter to complete the set-up process.

Step 2: LOG ON: You will then be able to log on to the on-line platform to begin your application process.

Again, as part of this log in, you will generate a verification number via text message to your mobile device. You will then need to enter this six-digit code to log in.

Step 3: The Application: You will be presented with 5 tabs, each of which will need to be completed.

Tab 1: Application:

This tab will contain the general scheme information such as, scheme name, single or joint application, number of household members to reside in the house, type of property you are seeking etc.

Tab 2: Applicant A:

This tab will contain the specifics of the principal applicant, name, date of birth, PPS number, Marital status, Nationality, contact telephone numbers and email, current address, county, Eircode, employment details, income details, option to add details of other dependent household members (name, date of birth, age)

Tab 3: Applicant B:

This tab should be used where there is a secondary or joint applicant. The same details as above will be required.

Tab 4: Finance

All applicants will be required to provide evidence of ability to finance the purchase of their selected property, namely, a 2- or 3-bedroom property.

Tab 5: Declarations

These are tick box declarations to confirm specifics of the data furnished on the previous tabs.

DOCUMENTATION:

You will be required to upload some documentation under TAB(s) as follows.

PROOF OF INCOME

- If EMPLOYED upload **Salary certificate**. Payslips are **NOT** acceptable evidence.
- If SELF EMPLOYED upload your most recent Revenue self-assessment, also known as your **Form 11**
- If NOT EMPLOYED upload **Statement of total benefits received from social welfare** which can be requested via email from your local social welfare office.

FINANCING THE PURCHASE

- A mortgage letter of approval in principle or
- Photograph/screen shot of use of an on-line calculator to demonstrate finance purchase
- Proof of savings in the form of a current bank statement.



SECTION 3: FREQUENTLY ASKED QUESTIONS

Q: Am I eligible if I am not a first-time buyer?

A: No, with the exception of certain exemptions which are set out in the Affordable Housing Act 2021, which does allow particular categories of exceptions to the First-Time Buyer eligibility criteria, to include circumstances of divorce or separation, personal insolvency or bankruptcy, subject to terms and conditions.

Q: What documentation is needed to support my application?

A: Proof of Income for all applicants.

Proof of Income Documentation Required:

- PAYE salaried applicants must provide an up-to-date Salary Certificate (e.g. P60).
- Self-employed applicant must provide Accountants Report/Audited Accounts (2 Years Required), Current Tax Balancing Statement & Current Preliminary Revenue Tax Payment Receipt.
- Evidence that applicant(s) are first time buyers: e.g. Help to Buy confirmation.
- Evidence of ability to finance the purchase: e.g. Provisional loan approval letter or online calculator showing ability to potentially borrower purchase amount.
- Proof of Residency – Utility bill/correspondence showing proof of residency within Cork City.

Q: How do I apply for the scheme?

A: Applications and supporting documents will be accepted through an online application system. The system will allow for input of all relevant data and uploading of all supporting documentation. Details of the online application portal will be released in print media together with notification to those who have registered an expression of interest.

Q: What is the type of property available?

A: 2 Bedroom: Mix of 1 & 2 storey detached, semi-detached and terraced dwellings
3 Bedroom: Mix of 2 storey detached, semi-detached and terraced dwellings

Q: What is the cost of each type of property?

A: 2 Bedroom: from €217,500
3 Bedroom: from €243,000

Q: How do I know which property to apply for?

A: It is recommended that single person households apply for the 2 Bedroom dwelling – on the basis that under the Scheme of Priority for Affordable Dwelling Purchase Arrangements, as adopted by Cork City Council, where the number of eligible applicants exceeds the number of affordable dwellings for which applications are made, applications will be prioritised in accordance with Cork City Council's Scheme of Priority, to include that for three-bedroom dwellings, priority shall be given to 2 or more-person households.

Q: How do I prove that I am a First Time Buyer?

A: Tab 5 of the online portal application by self-declaration and/or Help to Buy approval obtained from the Revenue Commissioners is alternative documentary proof.

Q: How much deposit do I need?

A: Financial institutions require that a minimum 10% deposit must be raised from your own resources. Example: A property with a market value of €243,000 you will need a deposit of at least €24,300. The Help to Buy Scheme operated by The Revenue Commissioners can be utilised towards this deposit amount where the applicant does not have savings to account for same. NOTE: Applicants using HTB for payment of deposit should contact housingcapital@corkcity.ie to confirm the purchase price payable to ensure compliance with the terms and conditions of the Revenue run scheme.

Q: How is a decision made on my application?

A: The decision on your application is made by Cork City Council in accordance with the eligibility criteria set out in section 1 of this document and a Scheme of Priority adopted by Cork City Council on 11th July 2022.

Q: If I am approved for the scheme, where am I allowed to source a loan?

A: Finance can be secured from any private lending institution such as a Bank or Building Society. Alternatively, finance can be sourced via Cork City Council by way of a Local Authority Homeloan. Applications for Local Authority Homeloans should be made to Housing Directorate Loans & Grants Section, Ground Floor, Civic Offices, Anglesea Street, Cork.

Q: How do I provide evidence of the ability to fund the purchase?

A: An Approval in Principle letter from a private financial institution or a Rebuilding Ireland Home Loan approval from the Cork City Council Housing Loans & Grants Section, Housing Directorate should be provided.

Alternatively, an online calculator showing ability to potentially borrow the purchase amount can be provided. An example of an online calculator can be found at the following link <http://rebuildingirelandhomeloan.ie/calculator/>

Q: How can I provide evidence that I have resided in Cork City for more than 5 years?

A: A copy of a rental agreement, utility bill or other correspondence clearly dated is sufficient.
