

The City will not consider the subordination of its secured lien in the following instances

- If the proposed subordination request involves an “equity line of credit”.
- If the proposed subordination request involves the consolidation of “personal” debt.
- If the proposed subordination request involves “cash out” to the homeowner.
- If fees and cost are considered “excessive” and included as part of the new loan.

The following information and documents are required when requesting a subordination:

- A cover letter stating the purpose of the subordination request.
- Copy of a current certified appraisal.
- Copy of a current preliminary title report.
- Fannie Mae Form 1003.
- Fannie Mae Form 1008.

Visit the City of Pittsburg website to download the application and see the current income limits.

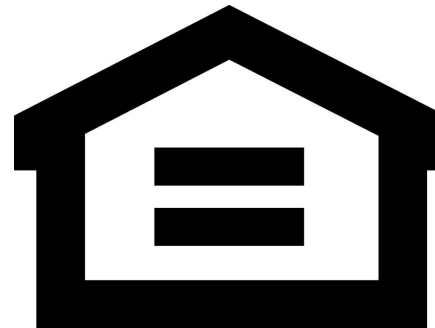
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City of Pittsburg, California
www.ci.pittsburg.ca.us



**First Time
Homebuyer Program**



**EQUAL HOUSING
OPPORTUNITY**

City of Pittsburg

65 Civic Avenue

Pittsburg, CA 94565

Phone: 925-252-4155

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The City of Pittsburg recognizes the need to provide down payment and non-recurring closing costs assistance for persons/families to obtain affordable housing. First Time Homebuyer means a borrower(s) that has not owned a home during the last three years.

- The First Time Homebuyer Program will provide a loan up to \$20,000 in down payment assistance. Non-recurring closing cost such as credit report, escrow, recording fees, title report, and title insurance may be included in the loan. However, loan may not exceed \$20,000.
- The loan bears a three percent (3%) interest with a term of 30 years.
- Repayment of the loan is deferred until the property changes title or is refinanced for cash out.
- The borrower will be required to pay at least 1 percent (1%) of the purchase price and must provide evidence of pre-approval from a primary lender.
- Program eligibility will be based on income requirements. Visit the City website for current income limits:
- Monthly housing cost cannot exceed 30% of the total household income of median income households and lower. Housing costs are defined as principle, interest, taxes, insurance, homeowners' association (HOA) fees, assessments, maintenance, and certain utilities (PG&E, water/sewer, & garbage).

- Borrower(s) must complete a Homebuyer Education class through a HUD certified counseling agency.
 - eHome America provides an online option for the homebuyer course. eHome America's signature Homebuyer Education course is the certified web-based program for prospective first-time homebuyers.

<https://www.ehomeamerica.org/>

- Borrower will be required to attend an post homebuyer education counseling session with Pacific Community Services Inc. (PCSI).
 - PCSI will sign off on the homebuyer education certificate.
- Pacific Community Services Inc.**
Tom LaFleur
329 Railroad Avenue
Pittsburg, CA 94565
(925) 439-1056
- The home must remain as an affordable unit for 45 years. A Deed of Trust and Resale Restriction Agreement will be recorded on the title of the property.



Lenders

- Borrower can use any lender they prefer and must submit a pre-approval letter to the City of Pittsburg.

Eligibility of Proposed Home

- Location – Home purchased must be located within Pittsburg .
- Type of Home – Single family detached homes, condominiums, town homes, flats, and lofts.



Refinancing

There is a non-refundable fee of \$300 for the review of subordination packages during a refinance, regardless of whether a subordination agreement is executed or recorded.

The City will consider the subordination of its secured lien in the following instance:

- Refinancing of senior mortgage to lower interest rate.
- No cash out refinance to lower mortgage insurance premiums.

All subordination requests, satisfying the above, must also meet the following criteria :

- The total loan to value ratio (including the City's lien) may not exceed 80%.