



Steps to Purchase a Chicago Community Land Trust (CCLT) Affordable Home

Affordable Chicago Community Land Trust (CCLT) units are created through several City and Opt-in Programs and the Affordable Requirements Ordinance (ARO). You must be eligible to participate in the program in order to purchase a CCLT unit. To determine if you are eligible, please follow the steps below. You must be approved by the CCLT prior to closing on the home.

1) **Obtain a pre-approval from a CCLT participating Lender**

The first thing is to get a pre-approval from a lender. The pre-approval will let you know how much you can borrow, but you should also decide whether that loan amount is something that you can afford comfortably. A list of lenders familiar with the CCLT program and its requirements is included in the CCLT Application Package, and is also available online at: https://www.cityofchicago.org/city/en/depts/dcd/supp_info/chicago_communitylandtrustforbuyers.html

2) **You must be certified to purchase a CCLT unit**

The CCLT Home Buyer Application is a separate application package which you complete and submit to the CCLT. The CCLT staff will review your Application and income documents to verify that you meet the income guidelines and that the purchase is affordable for you. You must receive this certification before you can sign a Purchase Contract.

Your total household income (including all income of all household members 18 and over) must be equal to or less than the income limit for your household size (Chart below) and your monthly housing payment cannot exceed 38% of your monthly gross income. Maximum household income for CCLT units is either 100% of Area Median Income (AMI) or 120% of AMI, determined by the Agreement that the developer entered into with the City of Chicago when the project was first approved.

Your total household income must be equal to or less than...

Household Size	Maximum income to qualify to purchase CCLT units with income limit of 100% of AMI	Maximum income to qualify to purchase CCLT units with income limit of 120% of AMI
1 person	\$62,400	\$74,880
2 persons	\$71,300	\$85,560
3 persons	\$80,200	\$96,240
4 persons	\$89,100	\$106,920
5 persons	\$96,300	\$115,560
6 persons	\$103,400	\$124,080
7 persons	\$110,500	\$132,600

3) **Complete Homeownership, CCLT, and Condo (if necessary) Counseling/Training**

A list of non-profit Homeownership Housing Counseling agencies that provide counseling free of charge is available on the CCLT website listed above. The Counseling/Training has several components:

- a. Home Buyer classroom training provided by these agencies. An individual 'one-on-one' counseling session also is recommended to help you determine your mortgage readiness and income qualifications. All CCLT buyers must take this training.
- b. Condominium training if you purchase a condominium unit. This is provided by Rogers Park Community Development Corp. – *dba* Northside Community Resources CDC (see Agency listing for contact information). Contact them to schedule training.
- c. CCLT Training provided by CCLT staff. Contact CCLT to arrange for this training. It is required for all CCLT buyers.

4) **Identify a home or condo you are interested in and contact the real estate agent or developer to see the unit.**

You must be certified as a CCLT Buyer before you can sign a Contract For Purchase for a CCLT unit. A closing cannot be scheduled until all of these steps have been completed.

5) **Hire a real estate attorney to represent you in your purchase.**

You can choose any attorney that you wish. If you need some suggestions, a list of attorneys who are familiar with the CCLT process and requirements is included in the Application package. Your attorney should accompany you to the closing on your unit.

If you have questions please contact Destiny Edmonds at the CCLT at (312) 744-2967 or by e-mail at Destiny.edmonds@cityofchicago.org

Obligations for a Chicago Community Land Trust buyer:

- A CCLT buyer must be income-eligible to purchase the CCLT unit.
- A CCLT buyer cannot own other residential property when purchasing a CCLT unit.
- CCLT buyers must occupy the CCLT unit as their principal residence as long as they own it.
- The ownership of a CCLT unit is governed by a Deed Restriction that runs for 30 years.
- When a CCLT unit is re-sold, it may be sold for no more than the Maximum Resale Price determined by the Chicago Community Land Trust and the Deed Restriction.
- When a CCLT unit is re-sold, it must be sold to an income-eligible buyer at that time; and that buyer takes on the obligations in the Deed Restriction.
- CCLT owners must maintain the unit, pay property taxes, and have insurance for the unit.