

City of San Angelo

Low Income Housing Tax Credit Project Application INFORMATION FOR APPLICANTS & APPLICATION

City support will be based on the Low Income Housing Tax Credit policy which can be obtained online at <http://www.cosatx.us/departments-services/community-housing-support>. Please read the instructions and review the application carefully before completion and submission. **Submission of an incomplete application will result in the application being returned for re-submission. Submission of an initial application after the deadline date/time may result in the proposal being disqualified.**

CONTACT INFORMATION:

Questions regarding the application process should be directed to the City of San Angelo's Community & Housing Support (CHS) Division at (325) 655-0824 or robert.salas@cosatx.us.

ANNUAL APPLICATION TIMELINES:

Oct 1	Applications due to CHS
Oct 1 – Oct 30	Evaluation period
Nov 1 – Nov 30	Town hall meetings scheduled
Dec 1- Dec 30	City Council presentations
Jan 1 – Jan 30	Support docs due to developers

PLEASE NOTE:

- All applicants should initiate contact with the CHS staff as early in the process as possible.
- Any application submitted with incomplete or missing information will be returned to the applicant to correct and re-submit.
- All pages of the application and required supplemental materials are to be submitted together. If an item is not applicable, please indicate "N/A".
- The City of San Angelo is committed to the goal of improving the quality of life in the City, its neighborhoods and for its residents. As part of this commitment to a comprehensive community development and improvement program, the City supports the development of decent, safe, sanitary and affordable housing options that provides full and equal access to all persons.
- Therefore, in general, the City of San Angelo will give preference to a project that:
 - Aligns with the priorities stated in the City's 5-year Consolidated Plan;
 - Is located in one of the areas targeted for revitalization as identified in the City's Neighborhood Revitalization Plan;

- Incorporates a strategy of adaptive reuse or rehabilitation rather than new construction;
 - Is supported by San Angelo Independent District;
 - Is consistent with the Comprehensive Plan, Future Land Use Map and local zoning;
 - Actively involves the neighborhood organization / stakeholders;
 - Does not contribute to an over-saturation of affordable housing in a neighborhood;
 - Demonstrates a high quality of design / construction; and meets or exceeds the Texas Engineering Practice Act standards for soil densities;
 - Can be funded without public dollars from the City.
- Applications may be electronic or hardcopy and must be submitted to CHS staff by Oct 1 of each year. Hardcopies should be sent/delivered to:

Community & Housing Support Division
ATTN: Bob Salas
72 W. College
San Angelo, Texas 76903

City of San Angelo

Low Income Housing Tax Credit Project Assistance Application

General Information

Project name:	Click here to enter text.		
Project address:	Click here to enter text.		
Project contact:	Click here to enter text.	Title:	Click here to enter text.
Phone:	Click here to enter text.	Email:	Click here to enter text.

Development Team

Developer:	Click here to enter text.		
Contact name:	Click here to enter text.	Title:	Click here to enter text.
Street address:	Click here to enter text.	City / State / Zip:	Click here to enter text.
Phone:	Click here to enter text.	Fax:	Click here to enter text.
Email:	Click here to enter text.		
Developer type (please check one):	<input type="checkbox"/> For-profit developer <input type="checkbox"/> Local housing authority <input type="checkbox"/> Non-profit		

Sponsor:	Click here to enter text.		
Contact name:	Click here to enter text.	Title:	Click here to enter text.
Street address:	Click here to enter text.	City / State / Zip:	Click here to enter text.
Phone:	Click here to enter text.	Fax:	Click here to enter text.
Email:	Click here to enter text.		
Sponsor type (please check one):	<input type="checkbox"/> For-profit developer <input type="checkbox"/> Local housing authority <input type="checkbox"/> Non-profit		

Owner/partner:	Click here to enter text.		
Contact name:	Click here to enter text.	Title:	Click here to enter text.
Phone:	Click here to enter text.	Email:	Click here to enter text.
Related entity?	<input type="checkbox"/> Yes <input type="checkbox"/> No	M/WBE?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Owner/partner:	Click here to enter text.		
Contact name:	Click here to enter text.	Title:	Click here to enter text.
Phone:	Click here to enter text.	Email:	Click here to enter text.
Related entity?	<input type="checkbox"/> Yes <input type="checkbox"/> No	M/WBE?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Owner/partner:	Click here to enter text.		
Contact name:	Click here to enter text.	Title:	Click here to enter text.
Phone:	Click here to enter text.	Email:	Click here to enter text.
Related entity?	<input type="checkbox"/> Yes <input type="checkbox"/> No	M/WBE?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Requested Assistance						
Please indicate all types of assistance that will be requested from the City of San Angelo *:						
<input type="checkbox"/> City Council Letter of Support <input type="checkbox"/> Pass Through Loan from COSADC <input type="checkbox"/> HOME or CDBG (if funds are available) <input type="checkbox"/> Other: Click here to enter text.						
* It is understood that any assistance other than a letter of support committed by the City of San Angelo will only be awarded if the project receives Tax Credits. See instructions for additional information.						
Project Information						
Project name:		Click here to enter text.				
Project address:		Click here to enter text.				
Tax key ID(s):		Click here to enter text.				
Current zoning:		Click here to enter text.		Census tract: Click here to enter text.		
Current owner:		Click here to enter text.				
Acquiring site from a government agency or commission?						
<input type="checkbox"/> No <input type="checkbox"/> Yes Agency / commission: Click here to enter text.						
Is there a purchase agreement or letter of intent to sell from the owner?						
<input type="checkbox"/> Yes <input type="checkbox"/> No If 'no', please explain: Click here to enter text.						
Has this project previously applied for LIHTC?						
<input type="checkbox"/> No <input type="checkbox"/> Yes Date(s): Click here to enter text.						
Project Characteristics						
Please select all that apply:						
<input type="checkbox"/> New construction		<input type="checkbox"/> Single-family homes # units Click here to enter text.				
<input type="checkbox"/> Existing unit rehab		<input type="checkbox"/> Multi-family units # units Click here to enter text.				
<input type="checkbox"/> Adaptive re-use		<input type="checkbox"/> Elderly		<input type="checkbox"/> Homeownership		
<input type="checkbox"/> Historic rehab		<input type="checkbox"/> Group home		<input type="checkbox"/> Rental		
<input type="checkbox"/> Commercial		<input type="checkbox"/> Single room occupancy		<input type="checkbox"/> Lease-to-own		
<input type="checkbox"/> Mixed use development		<input type="checkbox"/> Single site		<input type="checkbox"/> Scattered site		
Indicate the anticipated number of units per number of bedrooms (BR):						
0-BR		1-BR	2-BR	3-BR	4-BR	Total Units
Target Population:		<input type="checkbox"/> Family household		<input type="checkbox"/> Elderly (62 years & over) household		
		<input type="checkbox"/> Single-person household		<input type="checkbox"/> Youth (under 18 years) household		
Are there currently tenants at the project site?						
<input type="checkbox"/> No <input type="checkbox"/> Yes Number of tenants: Click here to enter text.						
Will the existing tenants remain after project completion?						
<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No If 'no', please explain: Click here to enter text.						

Site Information			
Number of buildings:	Click here to enter text.	Gross building(s) s.f.:	Click here to enter text.
Number of stories:	Click here to enter text.	Net residential s.f.:	Click here to enter text.
Site acreage:	Click here to enter text.	Common area s.f.:	Click here to enter text.
On-site parking spaces:	Click here to enter text.	Commercial area s.f.:	Click here to enter text.
Is this a historic site?	<input type="checkbox"/> No <input type="checkbox"/> Yes	Historic designation:	Click here to enter text.
Will the development redevelop:	<input type="checkbox"/> Foreclosed property <input type="checkbox"/> Blighted property <input type="checkbox"/> Abandoned property <input type="checkbox"/> A greyfield		
Is there a completed:	<input type="checkbox"/> Phase I Environmental Assessment <input type="checkbox"/> Phase 2 Environmental Assessment		
Briefly describe the site's environmental condition:	Click here to enter text.		
Energy efficiencies provided in project:	<input type="checkbox"/> Energy efficient appliances <input checked="" type="checkbox"/> Other: Click here to enter text. <input type="checkbox"/> LEED Certification <input type="checkbox"/> None		
Does the development conform to the existing neighborhood?	<input type="checkbox"/> N/A <input type="checkbox"/> No Explain: Click here to enter text. <input type="checkbox"/> Yes Explain: Click here to enter text.		
Is there an adopted redevelopment plan that targets the development's neighborhood?			
<input type="checkbox"/> No <input type="checkbox"/> Yes Which one? Click here to enter text.			
Energy efficiencies provided in project:	<input type="checkbox"/> Energy efficient appliances <input type="checkbox"/> Other: Click here to enter text. <input type="checkbox"/> LEED Certification <input type="checkbox"/> None		
Attachments			
The following items must be included with the application:			
<input type="checkbox"/> Brief project description	<input type="checkbox"/> Brief market description		
<input type="checkbox"/> Site map of proposed location	<input type="checkbox"/> Site plan (if available)		
<input type="checkbox"/> Letter from Planning Division (zoning issues)	<input type="checkbox"/> Development team statement of experience		
<input type="checkbox"/> Support letter from the San Angelo ISD	<input type="checkbox"/> Project timeline / development schedule		
<input type="checkbox"/> Community stakeholders: list of who / how / when contacted or engaged:			
Signatures			
By signing below, applicants certify that all information contained in this application is true and correct, to the best of their knowledge.			
 <hr/> Print Name of Developer:			
<hr/> Authorized signature of Developer		<hr/> Date	