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:

Jan 2	Applications due to CHS
Jan 3–Jan 15	Evaluation Period
Last week in Jan	Town hall meetings scheduled
First council meeting in Feb	City Council presentations
Last week of Feb	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:

  o Aligns with the priorities stated in the City's 5-year Consolidated Plan;

  o Incorporates a strategy of adaptive reuse or rehabilitation rather than new construction;

  o Is supported by San Angelo Independent District;

- o Is consistent with the Comprehensive Plan, Future Land Use Map and local zoning;

- o Actively involves the neighborhood organization / stakeholders;

- o Does not contribute to an over-saturation of affordable housing in a neighborhood;

- o Demonstrates a high quality of design / construction; and meets or exceeds the Texas Engineering Practice Act standards for soil densities;

- o Can be funded without public dollars from the City.

- • Applications may be electronic or hardcopy and must be submitted to CHS staff by Jan 2 of each year. Hardcopies should be sent/delivered to:

> Community & Housing Support Division
> ATTN: Bob Salas
> 52 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):	☐ For-profit developer ☐ Local housing authority ☐ 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):	☐ For-profit developer ☐ Local housing authority ☐ 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?	☐ Yes ☐ No	M/WBE?	☐ Yes ☐ 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?	☐ Yes ☐ No	M/WBE?	☐ Yes ☐ 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?	☐ Yes ☐ No	M/WBE?	☐ Yes ☐ No

Requested Assistance

Please indicate all types of assistance that will be requested from the City of San Angelo *:

☐ City Council Letter of Support
☐ Pass Through Loan from COSADC
☐ HOME or CDBG (if funds are available)
☐ 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?

☐ No   ☐ Yes   Agency / commission: Click here to enter text.

Is there a purchase agreement or letter of intent to sell from the owner?

☐ Yes   ☐ No   If 'no', please explain: Click here to enter text.

Has this project previously applied for LIHTC?

☐ No   ☐ Yes   Date(s): Click here to enter text.

Project Characteristics

Please select all that apply:

☐ New construction   ☐ Single-family homes   # units Click here to enter text.
☐ Existing unit rehab   ☐ Multi-family units   # units Click here to enter text.
☐ Adaptive re-use   ☐ Elderly   ☐ Homeownership
☐ Historic rehab   ☐ Group home   ☐ Rental
☐ Commercial   ☐ Single room occupancy   ☐ Lease-to-own
☐ Mixed use development   ☐ Single site   ☐ 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:	☐ Family household	☐ Elderly (62 years & over) household
	☐ Single-person household	☐ Youth (under 18 years) household

Are there currently tenants at the project site?

☐ No   ☐ Yes   Number of tenants: Click here to enter text.

Will the existing tenants remain after project completion?

☐ N/A   ☐ Yes   ☐ 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?	☐ No ☐ Yes	Historic designation:	Click here to enter text.

Will the development redevelop:	☐ Foreclosed property ☐ Blighted property ☐ Abandoned property ☐ A greyfield
Is there a completed:	☐ Phase I Environmental Assessment ☐ Phase 2 Environmental Assessment
Briefly describe the site's environmental condition:	Click here to enter text.
Energy efficiencies provided in project:	☐ Energy efficient appliances ☒ Other: Click here to enter text. ☐ LEED Certification ☐ None
Does the development conform to the existing neighborhood?	☐ N/A ☐ No Explain: Click here to enter text. ☐ Yes Explain: Click here to enter text.

Is there an adopted redevelopment plan that targets the development's neighborhood?

☐ No   ☐ Yes   Which one? Click here to enter text.

Energy efficiencies provided in project:	☐ Energy efficient appliances ☐ Other: Click here to enter text. ☐ LEED Certification ☐ None

Attachments

The following items must be included with the application:

☐ Brief project description	☐ Brief market description
☐ Site map	☐ Site plan
☐ Sources & uses	☐ Unit plan
☐ Infrastructure assessment	☐ Project timeline / development schedule
☐ Basic pro-forma	☐ Development team statement of experience
☐ Support letter from the San Angelo ISD	☐ Property management plan
☐ Approval form from Planning Division	☐ Fair housing marketing plan

☐ 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.

_____   _____
Authorized signature of Developer   Printed Name

_____   _____
Authorized signature of Sponsor   Printed Name