



HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT
SITE ACQUISITION, REHABILITATION AND PRESERVATION LOAN
APPLICATION

Project Name:_____

Project Location:_____

Amount of Loan Requested:_____

1. APPLICANT INFORMATION

Organization:_____

Address: _____

Contact Person:_____

E-mail:_____ **Fax:**_____

Phone:_____

2. APPLICANT BACKGROUND AND EXPERIENCE

Legal Status

- General — Individual — Limited Partnership
- Corporation — Nonprofit Organization
- Local Government — Joint Venture — Other (specify)

Date of Incorporation:_____

Status of Organization

- Currently Exists
- To Be Formed, Estimated Date:
- Federal Tax I.D. Number:



Developer Type

— Nonprofit

— For Profit

— Joint Venture

Please attach Articles of Incorporation, By-laws, tax-exempt [501(c)3] determination from the I.R.S., list of board members, corporate borrowing resolution, and 2 years of audited financial statements

Housing Experience

Project Name	Address	# Unit	New Construction / Rehab	Family or Senior	Year Completed

(Please refer to Program Guidelines for additional required information related to developer experience.)

3. SITE INFORMATION

Current Site Use:

Residential: Number of Units _____

Vacant Occupied _____ # of _____ Sq.

Commercial: Buildings Ft.

If occupied, briefly describe uses: _____

Industrial: Vacant Occupied _____ # of _____ Sq.



Buildings

Ft.

If occupied, briefly describe uses:

<u>Parking</u>	In Use	Not In	—————	# of Parking
<u>Lot:</u>		Use	Spaces	
<u>Vacant Lot</u>				

Site Control:

Does applicant have site under option or purchase contract? _____

When does option or purchase contract expire? _____

Purchase price of site — \$ _____

Planning Information:

Lot size: _____

Present zoning: _____

Are any zoning changes, use permits or variances required? _____

If yes, please give details: _____

What is the schedule for required changes? _____



Special Topographical Problems: _____

Are on and/or off-site improvements needed? If yes, give details. _____

4. **PROPOSED DEVELOPMENT**

Project Name:

Target Population:

Elderly _____
Disabled _____
Family _____
Other (specify) _____

Type of Project:

Acquisition of Vacant Land _____
Acquisition of Existing Bldg _____
Rehabilitation _____
Preservation _____

Estimated date of project completion: _____

Number of Stories _____ Elevator? Yes _____ No _____

Number of Units by bedroom size and square footage:

_____ SRO at _____ SF each _____ 3 BR at _____ SF each
_____ 0 BR at _____ SF each _____ 4 BR at _____ SF each
_____ 1 BR at _____ SF each
_____ 2 BR at _____ SF each



Total Units _____

Other special features and Amenities:

The following documents must be attached to the application, as applicable (see Program Guidelines for more information):

<ul style="list-style-type: none"> • Narrative Description of Site and Proposed Development 	<ul style="list-style-type: none"> • Site Plan
<ul style="list-style-type: none"> • Developer Experience and Capacity Documentation 	<ul style="list-style-type: none"> • Preliminary Title Report
<ul style="list-style-type: none"> • Articles of Incorporation, Bylaws, Tax Exempt Determination from I.R.S., List of Board Members, Corporate Borrowing Resolution 	<ul style="list-style-type: none"> • Evidence of Site Control
<ul style="list-style-type: none"> • Environmental Assessment 	<ul style="list-style-type: none"> • Insurance
<ul style="list-style-type: none"> • Planning and Zoning Information 	<ul style="list-style-type: none"> • Community Acceptance Plan
<ul style="list-style-type: none"> • Appraisal 	<ul style="list-style-type: none"> • Budget (Sources and Uses)
<ul style="list-style-type: none"> • Relocation Plan 	<ul style="list-style-type: none"> • Rent Roll
<ul style="list-style-type: none"> • Financial Statements 	<ul style="list-style-type: none"> • Preliminary Holding Cost Budget
<ul style="list-style-type: none"> • Location Map of Proposed Site 	



BORROWER'S CERTIFICATION

Applicant hereby certifies that it has read and understands the regulations governing the Site Acquisition and Rehabilitation Loan Program, that it agrees to abide by such regulations, and that violations of these regulations shall constitute grounds for cancellation of any commitment or loan. Applicant hereby certifies that the information submitted in the Loan Application and any supporting materials is true, accurate, and complete to the best of its knowledge. Applicant acknowledges and understands that if facts and/or information herein are found to be misrepresented, it shall constitute grounds for the default of the Site Acquisition and Rehabilitation Loan for which application is being made.

Signature

Date

Signature

Date



Signature

Date