



**APPLICATION FOR PILOT REQUIRING LETTER OF SUPPORT FROM CITY
& APPLICATION FOR SHELTER RENT PILOT**

All applicants must submit a signed copy of this application along with the supporting documents required in the application. **Incomplete applications cannot be processed.**

APPLICANT:

Individual Name of Applicant(s): _____

Name of Development Company (Project Specific): _____

Street Address of Development Company: _____

City, State, Zip Code: _____

Federal Tax ID #: ____-____ Telephone: _____ E-mail: _____

PROJECT:

Address of proposed project: _____

Tax map Parcel Number: _____

Current Legal Owner of Property: _____

Existing PILOT Agreements on Property: _____

Description of Project:

- New Construction Acquisition Renovation/Modernization
- Existing Property Expansion Other: _____

Type of Project (check all that apply):

- Market-Rate Housing Affordable Housing Mixed Use Business Development

General Description of the Project & Project Benefits - (Attach additional sheets, maps, etc., as necessary):



PROJECT TIMELINE:

Proposed date of acquisition: _____

Proposed commencement date of construction: _____

Anticipated project completion date: _____

STATE ENVIRONMENTAL QUALITY REVIEW ACT COMPLIANCE:

The City of Rochester, in granting assistance to the Applicant, is required to comply with the New York State Environmental Quality Review Act (SEQR). This is applicable to projects that require the City to issue a discretionary permit, license or other type of approval for a project.

Does the proposed project require discretionary permit, license or other type of approval by the City?

Yes – include a copy of any applicable SEQR documents related to this project, including Environmental Assessment Form, Final Determination, Negative Declaration, etc.

No

APPLICANT PROJECT COSTS:

Uses of Funds

Land/Property Acquisition	\$
Soft Costs-Construction (Including All Fees)	\$
Hard Costs-Construction	\$
Other _____	\$
Total Project Costs	\$

Sources of Funds (how project will be financed)

Construction/Permanent Mortgage	\$
Developer Equity (Describe: _____)	\$
Other _____	\$
Total Sources of Funds	\$

Has the applicant made any arrangements for the financing of the project?

Yes

No

If so, please specify bank, underwriter, etc.

APPLICANT PROJECT PROFORMA:

Attach an estimate of all income and all expenses associated with this project (project proforma). Values should be projected for the period of the requested abatement and include current property tax, NOI, and debt service. **Attach both hard copy and send electronic file via email or on CD or flash drive.**

REQUESTED SPECIAL PILOT SCHEDULE*:

Ten (10) Year Special PILOT
Year-Abatement: Y1-90%; Y2-80%; Y3-70%; Y4-60%; Y5-50%; Y6-40%;
Y7-30%; Y8-20%; Y9-10%; Y10-0%

Shelter Rent PILOT (affordable housing projects only)

* Abatement does not apply to land, existing assessment or special district charges

CERTIFICATION:

The undersigned hereby certifies, on behalf of the “Applicant”, as follows:

- A. The information contained in this Application is true and correct. The Applicant is aware that any material misrepresentation made in this Application constitutes an act of fraud, resulting in revocation of PILOT benefits.
- B. The undersigned, on behalf of the Applicant, hereby certifies that the Applicant, and all parties which own a minimum of 20% of the Applicant are current and will remain current on all real property taxes throughout the term of any agreements made in connection with this Application.
- C. The approval of a PILOT schedule will oblige Applicant to fulfill the following community benefit goals:
 - a) Minority and Women-Owned Business Enterprise (MWBE) goal of 30%;
 - b) Workforce goals of 20% minority workers, 6.9% female workers, and 25% city of Rochester resident;
 - c) Twenty percent (20%) of any proposed residential units will be affordable to households earning no more than 60% of the area median income (AMI). Affordability period will be fifteen (15) years.

This is non-negotiable. In addition, Applicant will be required to sign a binding agreement to this effect.

- D. The following items are included or attached to this application:
 - Project description, including square footage and number of each type of use, rental rates, lease types
 - Project funding sources and uses
 - Project proforma, projected out 13 years, and including:
 - Debt service and assumptions are included
 - Existing PILOT agreements on the property

E. I have reviewed the application submission deadlines; I understand that COMIDA generally meets on the 3rd Tuesday of each month*; I understand that the City’s PILOT Review Committee meets on the 1st Thursday of each month*; and, I’m submitting this request to the City no later than the 1st Thursday of the month preceding the month in which I intend to request COMIDA action. I accept that submissions will be considered strictly according to the published schedule of submission deadlines and meeting dates.

(Signature)

(Date)

(Your Name and Title - Please Print)