

Mixed - Income PILOT Agreement Application

Metro Nashville Planning
Department

800 2nd Avenue South
Nashville, TN 37201

Applications should be submitted to Hannah Davis at MetroHousing@Nashville.Gov. Include "Mixed-Income PILOT" in the subject line. Applications will be accepted and reviewed on a rolling basis until the annual program cap of \$3 million is met.

APPLICANT INFORMATION

CONTACT NAME		CONTACT PHONE NUMBER	DATE (mm/dd/yyyy)
DEVELOPMENT ADDRESS <Street Address>	<City>	<Zip Code>	<Parcel Number>
COMPANY NAME		TOTAL DEVELOPMENT COST	PROJECTED OPENING DATE (mm/dd/yyyy)
Have you already received all funding necessary to complete construction of your development?			
Have you received other funding that requires income restriction of units?			
If so, which sources? Please attach documentation.			
Is the property currently zoned to accommodate the proposed development?			
If the application includes demolition or rehab of a current development, will residents be displaced?			

LEVEL OF IMPACT SELECTED

Please use the box below to indicate what level of impact for which you are applying. See exhibit for further information on requirements for each level.

<input type="checkbox"/>	Level 1a: properties in which the average income for 20% of units is 50% or below the AMI
<input type="checkbox"/>	Level 1b: properties in which the average income for 40% of units is 75% or below the AMI
<input type="checkbox"/>	Level 1 Urban Zoning Overlay Bonus: Is this property located in the UZO and applying for Level 1 Impact?
<input type="checkbox"/>	Level 2: properties in which the average income for 10% of units is 50% or below the AMI AND the average income limit for 15% of units is 75% or below the AMI (exclusive of the units meeting the 50% AMI test)
<input type="checkbox"/>	Level 3: properties in which the average income for 30% of units is 75% of below the AMI

UNIT MIX

	≤ 50% AMI	≤ 75% AMI	≥ 76% AMI	Total
Studio				
1 bedroom				
2 bedroom				
3 bedroom				
Total				

REQUIRED DOCUMENTS

Below is a checklist of documents that should be attached to the application to display the applicant's compliance with the program criteria. All documents should be attached as PDFs.

<input type="checkbox"/>	Sources and Uses Statement
<input type="checkbox"/>	Estimated project costs
<input type="checkbox"/>	Submarket rent analysis for comparable properties project
<input type="checkbox"/>	Current assessment report for proposed development tax parcel
<input type="checkbox"/>	Development timeline to support projected close date
<input type="checkbox"/>	Construction timeline to support projected lease-up date
<input type="checkbox"/>	Resumes for development and management team
<input type="checkbox"/>	Documentation of funding that requires income restriction of units
<input type="checkbox"/>	If displacement will occur, attach plan for relocation and right to return
<input type="checkbox"/>	Affirmative marketing plan
<input type="checkbox"/>	Evidence that parcel is currently zoned for proposed development
<input type="checkbox"/>	Evidence of site control
<input type="checkbox"/>	Draft PILOT payment schedule

Application fee should be mailed to Metro Planning 800 Ronald Reagan Way, Nashville, TN, 32170 with a note that this payment is associated with the Mixed Income Housing PILOT.

SUPPLEMENTARY MATERIALS

Below is a list of supplemental materials. These are **NOT** required, but they can help bolster your application.

Please attach one PDF with any of the following supplementary information.

Walkability Score	<input type="checkbox"/> Walkability: <score> <source>
Commitment to Housing Choice Vouchers	<input type="checkbox"/> Commitment letter that states the number of vouchers you will accept and that stay in compliance with MDHA's guidelines during the PILOT term <input type="checkbox"/> Open to MDHA inspection <input type="checkbox"/> Commitment to maintaining MDHA Housing Quality Standards
Sustainability Efforts (Provide your sustainability efforts and reasoning for your decisions.)	<input type="checkbox"/> LEED certification <input type="checkbox"/> Green Globes certification <input type="checkbox"/> NAHB Certification <input type="checkbox"/> Energy Star certification <input type="checkbox"/> Other (include in your explanation of sustainability efforts)

CERTIFICATION OF NO OUTSTANDING CLAIMS FOR SAFETY VIOLATIONS OR PAYMENT OF WAGES

<p><i>I certify that neither myself, the development team, and/nor the property managers have any outstanding claims for safety violations or payment of wages.</i></p> <p style="text-align: center;"><input type="checkbox"/></p>	<p>To verify, please follow Section 2.210.030.B.4 of the Metropolitan Code and submit the number and type, within the preceding ten (10) years, of...</p> <ol style="list-style-type: none"> a) Violations assessed by the U.S. Department of Labor – Occupational Safety and Health Administration and/or by the Tennessee Occupational Safety and Health Administration against the qualified company, or any contractor or subcontractor of the company b) Employment or wage-related legal actions filed within federal or state courts against the qualified company, or any contractor or subcontractor of the company.
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DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge. If this application leads to a PILOT agreement with Metro Nashville, I understand that additional requirements will be negotiated in the official contract.

SIGNATURE

DATE (mm/dd/yyyy)

