APPLICATION FOR COMMERCIAL TAX ABATEMENT

CITY OF CINCINNATI COMMUNITY REINVESTMENT AREA

RENOVATION AND NEW CONSTRUCTION

COMMERCIAL, INDUSTRIAL, MIXED-USE, AND MULTI-UNIT (4 OR MORE UNITS)

Instructions: Please complete the information in Sections 1 - 2 of this document and submit to the Department of Community Development along with required supporting documentation. Please make and retain a copy of this application and all supporting documents prior to submitting these materials. Please allow 4 weeks for the City to review and follow-up with this application. All applications must be reviewed and approved by the City of Cincinnati Council. Your assigned Development Analyst will assist you with the Council approval process. All applications will execute an agreement with the City of Cincinnati as well as the Cincinnati Board of Education. A Payment in Lieu of Taxes Agreement with the Board of Education for 25% of the full amount of the exempt real estate taxes must be completed. The agreements must be executed prior to the start of any construction in order to be eligible for the Commercial Tax Abatement. Please note that Prevailing Wage will apply if the development project receives 30% or more City investment.

SECTION I

The City requires that the Applicant provide the following documentation with this application:

- *A statement of Sources and Uses of Funds for the project (templates are available upon request. A minimum of $40,000 in costs must be documented.*
- *Supporting documentation for ALL sources of funding for the project. For instance, if a bank loan will be obtained, a letter from the bank specifying the loan amount and term. A contact person must be identified for each funding source.*
- *A post-construction operating pro forma for the building and cash flow analysis. NOTE: Please submit a copy of the pro forma used to apply for any financing as required and a contact person considering the application.*
- *Corporate Resolution or Articles of Incorporation*
- *Copy of the Deed*
- *Legal Description of the Property*
- *A copy of the proposed construction plans/rendering/etc.*
- *Estimated prior, during, and post construction real estate taxes*
- *Estimated current and post-construction market value of the property*
- *If this is to be a LEED-Certified project, confirmation of registration with the U.S. Green Building Council (USGBC)*
- *Other information may be requested as needed*
- *Once the application is approved by City of Cincinnati Council, a $750.00 application fee payable to "Ohio Department of Development" will be due.*

Land Use:

- ☐ Commercial
- ☐ Industrial
- ☐ Mixed-Use
  Describe the break down in use:
  List Number of dwelling units_____
  Square Footage of non-residential_____
- ☐ Multi-Unit (4 or more units):
  List Number of dwelling units_____
  List Number of condominium units_____

Project Type:

- ☐ New Construction
- ☐ Renovation

Please indicate if the project intend to meet Leadership in Energy and Environmental Design (LEED) levels as defined by the U.S. Green Building Council (www.usgbc.org)?

- ☐ Project is not LEED-certified
- ☐ LEED Certified
- ☐ LEED Silver
- ☐ LEED Gold
- ☐ LEED Platinum

A copy of your LEED For Homes confirmation of registration MUST accompany a request for the LEED abatement. Additional information regarding this program may be found at the U.S. Green Building Council website. (www.usgbc.org)

Address of subject property: _____Zip: 452_____

Hamilton County Auditor Parcel ID#: _____ - _____ - _____

City of Cincinnati Neighborhood: _____Year Residence Built____

The subject property must be located within the City of Cincinnati.

Name of real property owner(s): _____Phone: _____

Address of real property owner(s): _____

Legal Name of Business: _____

Federal Tax ID #(s): _____

Main Contact Name: _____

Phone:_____

Main Contact email address: _____

Description of the project: _____

_____

_____

_____

_____

Please state why this project deserves a tax exemption and how this project will benefit the City:

_____

_____

_____

Is any other funding being requested from the City of Cincinnati for this project? YES NO

If yes, please indicate the Development Analyst you are working with: _____

List size of existing structure(s): _____ square feet

Size of new or remodeled structure(s): _____ square feet

Indicate the estimated cost of the construction or remodeling: $_____

Indicate the estimated total cost of the project: $_____

Project start date: _____ Project completion date: _____

Other pertinent information regarding this project: _____

_____

_____

_____

_____

If this property is Not obtaining LEED certification, please indicate the reason(s):

_____

_____

_____

Please provide a brief description of the applicant's development experience:

_____

_____

_____

Does the property owner owe:

1. Any delinquent taxes to the State of Ohio or a political subdivision of the State? ☐YES ☐NO
2. Any moneys to the State of a state agency for the administration or enforcement of any environmental laws of the State? ☐YES ☐NO
3. Any other moneys to the State, a state agency or a political subdivision of the State that are past due, whether the amounts owed are being contested in a court of law or not? ☐YES ☐NO

If the applicant responds yes to any of the three above questions, please provide details of each instance including but not limited to the location, amounts, and/or case identification numbers (please submit additional sheets for response).

The Applicant authorizes the City and/or the Ohio Department of Development to inspect the personal financial statements of the Applicant, including but not limited to tax records and other similar information not ordinarily open to public inspection; and authorizes the Ohio Environmental Protection Agency and the Ohio Department of Taxation to release information to the City and/or the Ohio Department of Development in connection with the above statements.

Note: The above statements as to taxes and other obligations, and authorization to inspect, are required by Ohio Revised Code Section 9.66 (C) (1), As provided by statute, a knowingly false statement under this paragraph may be prosecuted as a first degree misdemeanor under Ohio Revised Code 2921.13 (D) and may render the Applicant ineligible for any future economic development assistance from the state or any political subdivision.

Please initial that you have read the above. X _____

Once the project is complete, the Applicant is required to submit a CRA Completion Application Form along with required documentation noted therein. It is the Applicants responsibility to submit this completed form to the City of Cincinnati to ensure the tax abatement will be initiated by the Hamilton County Auditor.

Please initial that you have read the above statement and understand that the abatement will not be considered by the Hamilton County Auditor's Office until this application is submitted and complete.
X _____

Addition Information:

- Exemption values are determined by the Hamilton County Auditor's Office
- The City of Cincinnati may revoke the tax exemption any time after the first year if the property has building code violations or is delinquent on the property taxes.
- The City of Cincinnati Council may rescind or alter the Ordinance granting tax exemptions at their discretion.

The Applicant acknowledges that the property is Not eligible for tax exemption if construction activities are commenced prior to the execution of the Community Area Tax Exemption Agreement.

The Applicant agrees to supply additional information upon request.

(Note: Ohio Revised Code Section 3735.673 requires the City formally to notify each county or municipal corporation from which the enterprise intends to relocate, and the Ohio Department of Development, prior to approval of a tax exemption agreement.)

Prior Agreement. Applicant represents and warrants that neither Applicant, nor any "predecessor" or "related member" is a party to another agreement granting tax exemption relating to a structure in this state at which the Applicant (or the predecessor or related member) has discontinued or intends to discontinue operations prior to the expiration of the term of that agreement. (Note: This information is required by Ohio Revised Code 3735.671 (E). As used herein "predecessor" means a person or entity that has transferred assets or equity to Applicant, which transfer resulted in the full or partial non-recognition of gain or loss, or resulted in a carryover basis, both as determined by rule adopted by the Ohio Tax Commissioner; and "related member" has the same meaning as defined in Ohio Revised Code 5733.042 without regard to division (B) of that section.)

I declare under the penalties of falsification that this application, including all enclosed documents and statements, has been examined by me, and to the best of my knowledge and belief is true, correct, and complete.

_____

Signature of Applicant Date

_____

Printed Name Title (if signed as officer)

Send Application to:

City of Cincinnati
CRA Commercial Tax Abatement Program
805 Central Avenue, Suite 700
Cincinnati, Ohio 45202
Attention: Commercial Tax Abatement Application

For further program information, please contact: (513) 352-6146

SECTION II

Nature of commercial/industrial activity (manufacturing, warehousing, wholesale or retail stores, or other) to be conducted at the site:_____

List primary 4 digit Standard Industrial Code (SIC) #_____
Business may also list other relevant SIC numbers.

Form of business enterprise (corporation, partnership, proprietorship, LLC, non-profit, or other):
_____

Job Creation and Retention:*
The Company will agree to use its best efforts to retain and/or create at least the following estimated number of employee positions at the Property in connection with the Project, in accordance with the specified schedule, and to maintain the minimum employment levels throughout the period of real property tax exemption.

Existing positions at the site of the project enterprise to be retained:

Full-time permanent _____ employees; total annual payroll $_____
Full-time temporary _____ employees; total annual payroll $_____
Part-time permanent _____ employees; total annual payroll $_____
Part-time temporary _____ employees; total annual payroll $_____

Existing positions at other locations in Ohio:

Full-time permanent _____ employees
Full-time temporary _____ employees
Part-time permanent _____ employees
Part-time temporary _____ employees

Estimate the number of **new employees** the property owner will cause **to be created at the facility that is the project site within three years**. Job creation projection must be itemized by the name of the employer (add an additional page) "New Employees" are for purposes of this paragraph only defined as: persons employed in construction of the improvements to be exempted from taxation; and persons first employed by the applicant at the project site, not subject to City of Cincinnati income taxes within two years prior to employment:

Full-time permanent _____ employees; total annual payroll $_____
During the first twelve months of the agreement: _____ positions
During the second twelve months of the agreement: _____ additional positions
During the third twelve months of the agreement: _____ additional positions

Full-time temporary _____ employees; total annual payroll $_____
During the first twelve months of the agreement: _____ positions
During the second twelve months of the agreement: _____ additional positions
During the third twelve months of the agreement: _____ additional positions

Part-time permanent _____ employees; total annual payroll $_____
During the first twelve months of the agreement: _____ positions
During the second twelve months of the agreement: _____ additional positions
During the third twelve months of the agreement: _____ additional positions

Part-time temporary _____ employees; total annual payroll $_____
During the first twelve months of the agreement: _____ positions
During the second twelve months of the agreement: _____ additional positions
During the third twelve months of the agreement: _____ additional positions

Please provide a brief description of the Job Creation that is associated with this Project:

_____

_____

Will the project involve relocation of employment positions or assets from one Ohio location to another? YES NO

If yes, state the location from which employment positions or assets will be relocated and the location to where the employment positions or assets will be located:_____

_____

State the enterprise's current employment level in Ohio (itemized for full and part-time and permanent and temporary employees):

_____

State the enterprise's current employment level for each facility affected by the relocation, detailing the number and type of employees and/or assets:

_____

_____

What is the projected impact of the relocation, detailing the number and type of employees and/or assets to be relocated? _____

Estimated existing (if any) value of machinery, equipment, furniture, and fixtures at the Property: $_____

Estimated existing (if any) value of machinery, equipment, furniture, and fixtures used at another location in Ohio and relocated or to be relocated to the Property: $_____

Estimated added value of machinery, equipment, furniture, and fixtures to be located at the Property as a result of the Project: $_____

Estimated existing value (if any) of inventory held at the Property: $_____

Estimated existing value (if any) of inventory held at another location in Ohio and relocated or to be relocated to the Property: $_____

Estimated added value of inventory to be located at the Property as a Result of the Project: $_____

Estimated total value of inventory to be located at the Property at the conclusion of the Project: $_____

CITY OF CINCINNATI COMMERCIAL TAX EXEMPTIONS TERMS

	Renovation		New Construction	
	Multi-Unit (4 or more units)	Commercial / Industrial / Mixed-Use	Multi-Unit (4 or more units)	Commercial / Industrial / Mixed-Use
Non-LEED	Up to 8 Years	Up to 12 Years	Up to 8 Years	Up to 15 Years
LEED Certified	Up to 8 Years	Up to 12 Years	Up to 8 Years	Up to 15 Years
LEED Silver	12 Years	12 Years	15 Years	15 Years
LEED Gold	12 Years	12 Years	15 Years	15 Years
LEED Platinum	12 Years	12 Years	15 Years	15 Years

A minimum of $40,000 must be spent on renovation improvements. The abatement rate is up to a maximum of 100% tax exemption on improvements ***less*** a Payment in Lieu of Taxes Agreement with the Cincinnati Board of Education for 25% of the full amount of the exempt real estate taxes. All commercial tax abatements qualify only on the basis of a financial gap analysis and job creation; however, projects that are LEED Silver, Gold, or Platinum will not be subject to any financial gap analysis.

Small Business Enterprise (SBE) Utilization Plan

Please indicate which methods you plan to use to achieve the City's aspirational goal of 30% Small Business Enterprise (SBE) utilization for construction contracts. Return the form to the Department of Community Development (805 Central Avenue, Suite 700, Cincinnati OH, 45202 or communitydevelopment@cincinnati-oh.gov) prior to the start of construction. If you have questions about this form, please contact Kayla Camp at (513) 352-3736.

Project Name: _____ **Contract Number:** _____

Action	YES	NO	Expected Date/Comments
1. Hold a Meet & Confer (required)	☐	☐	
2. Use the City's SBE Directory to solicit bids from certified SBEs –available here: http://www.cincinnati-oh.gov/purchasing/resources-directories/sbe-directory/	☐	☐	
3. Identify sufficient subcontracting work to meet 30% SBE utilization goal	☐	☐	
4. Divide the total requirements into small tasks or quantities to permit maximum SBE participation	☐	☐	
5. Written Notice to Subcontractors of opportunity to bid and follow-up to initial solicitations	☐	☐	
6. Advertise opportunity to bid in local minority publications and in other local newspapers of general circulation	☐	☐	
7. Assistance with subcontractors' bonds, credit lines, and insurance	☐	☐	
8. Provide interested subcontractors with access to plans, specifications and requirements for subject project	☐	☐	
9. Require subcontractors to demonstrate the affirmative steps #2-8 to utilize SBEs in their subcontracts	☐	☐	
10. Other:	☐	☐	

_____ _____

Signature of Authorized Representative *Date*

_____ _____

City of Cincinnati Community Development Analyst Approval *Date*