



**HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT**

**Bond Measure KK Site Acquisition Rehabilitation Program 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 Partnership | — | Individual             | — | Limited Partnership |
| — | Corporation         | — | Nonprofit Organization |   |                     |
| — | Local Government    | — | Joint Venture          | — | Other (specify)     |

Date of Incorporation: \_\_\_\_\_



Status of Organization

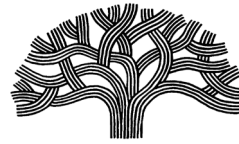
- Currently Exists
- To Be Formed, Estimated Date:
- Federal Tax I.D. Number:

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*





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Parking Lot:     In Use     Not In Use    \_\_\_\_\_ # of Parking Spaces  
 Vacant Lot

**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: \_\_\_\_\_

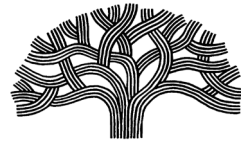
\_\_\_\_\_

\_\_\_\_\_

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:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**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

# Acquisition Rehabilitation 1-4 Units Application Materials Checklist

**Applicant:** \_\_\_\_\_ **Project:** \_\_\_\_\_

	ITEM	Included	Not Applicable	For ResLend Use Only	
				Missing/ Inadequate	Waived
1	Materials Checklist				
2	Loan Application Form				
3	Narrative Description of Site and Property				
4	Copy of Articles of Incorporation and Bylaws				
5	501 (c) 3 Determination letter				
6	Authorizing Resolution				
7	Financial Statements				
9	Development Experience				
10	Environmental Assessment				
11	Planning and Zoning Information				
12	Appraisal				
13	Relocation Plan				
14	Location Map				
15	Site Plan				
16	Preliminary Title Report				
17	Evidence of Site Control				
18	Insurance				
19	Community Acceptance				
20	Budget (sources & Uses)				
21	Rent Roll				
22	Preliminary Holding Cost Budget				

**Please submit all documentation listed on the checklist with the application. Submit application documents in a binder with a table of contents and tabbed dividers. Please note loan funds will not be reserved for incomplete applications.**