

# **PROGRAM DESCRIPTION AND APPLICATION FOR FUNDING**

Metropolitan Parkway Tax Allocation District



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404.880.9333 Fax  
[www.investatlanta.com](http://www.investatlanta.com)



## **INTRODUCTION**

Invest Atlanta invites qualified developers to submit an application for Metropolitan Parkway Tax Allocation District (“TAD”) funding. Also known as Tax Increment Financing (“TIF”), TADs are a redevelopment and financing tool by which governments can provide financial assistance to eligible public and private redevelopment efforts within an officially designated area or TAD. Increases in property tax revenues, which are generated primarily from new investment in the district, are allocated to pay for infrastructure costs or certain private development costs within the TAD. In the Metropolitan Parkway TAD this is primarily structured as “pay as you go” financing. Once a project reaches completion, funds are granted to the developer on an annual basis as the property tax revenues generated by the project increase. Annual TAD payments are limited to the increment generated by the project itself and conclude upon the expiration of the TAD (December 31, 2031). To estimate the amount of revenue a project may generate on an annual basis, applicants should utilize the tax increment calculator provided by Invest Atlanta upon request. Invest Atlanta accepts applications for funding in the Metropolitan Parkway TAD on an open, rolling basis.

Invest Atlanta has been created and is existing under and by virtue of the Development Authorities Law, activated by a resolution of the Council of the City and currently operates as a public body corporate and politic and instrumentality of the State of Georgia. Invest Atlanta was established to promote the revitalization and growth of the City and serves as the City’s redevelopment agency pursuant to the Redevelopment Powers Law for the purpose of implementing redevelopment initiatives within the City’s ten tax allocation districts.

## **OVERVIEW OF ATLANTA**

Established in 1843, the City of Atlanta is the seat of government of the State of Georgia and Fulton County. Presently, the City has a land area of approximately 131.4 square miles, approximately 91% of which is located in Fulton County and 9% of which is located in DeKalb County. With a population of 420,003<sup>1</sup> the City is the center of the 9th largest Metropolitan Statistical Area in the country, including approximately 5.3 million people<sup>2</sup>. The City is the cultural and economic center of the Atlanta-Sandy Springs-Marietta Metropolitan Statistical Area (“metro Atlanta”), which presently encompasses 28 counties<sup>3</sup> containing a land area of approximately 8,376 square miles and the 10-county<sup>4</sup> statistical area utilized by the Atlanta Regional Commission.

Three major highways (I-75, I-85, I-20) converge near Atlanta’s central business district. The perimeter highway (I-285) circles the city in a 62.7-mile loop. Georgia 400 is a six lane highway providing yet another route to the city via north metro Atlanta. Atlanta is served by Metropolitan Atlanta Rapid Transit Authority (MARTA), with bus and rail services that cover over 1,000 miles, which is the ninth-largest transit system in the U.S. The world’s most-traveled airport, Hartsfield-Jackson Atlanta International Airport (ATL), has five runways that serve more than 92 million passengers a year.

Recognized as an international gateway and the economic engine of the southeast, metro Atlanta is home to nearly 150,000 businesses. Atlanta’s economy is diverse but dominated by logistics, professional and business services, media operations, and information technology. Metro Atlanta is home to the

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<sup>1</sup> Annual Estimates of the Resident Population: April 1, 2010 to July 1, 2011. Source: U.S. Census Bureau, Population Division Release Dates: For the United States, regions, divisions, states, and Puerto Rico Commonwealth, December 2011.

<sup>2</sup> U.S. Census Bureau, 2011 American Community Survey.

<sup>3</sup> The Atlanta MSA includes the following 28 counties: Barrow, Bartow, Butts, Carroll, Cherokee, Clayton, Cobb, Coweta, Dawson, DeKalb, Douglas, Fayette Forsyth, Fulton, Gwinnett, Haralson, Heard, Henry, Jasper, Lamar, Meriwether, Newton, Paulding, Pickens, Pike, Rockdale, Spalding and Walton.

<sup>4</sup> The 10 county statistical area includes the following counties: Cherokee, Clayton, Cobb, DeKalb, Douglas, Fayette, Fulton, Gwinnett, Henry and Rockdale.

headquarters of 26 FORTUNE 1000 companies including United Parcel Service, The Coca-Cola Company, The Home Depot, Delta Air Lines, The Southern Company, NCR and First Data. Research facilities at Emory University, Georgia State University, Georgia Institute of Technology, Morehouse School of Medicine, University of Georgia and Georgia Health Sciences University are abundant and continue to grow. Metro Atlanta is also home to the headquarters of the Centers for Disease Control and Prevention (CDC), American Cancer Society and the Arthritis Foundation.

## **OBJECTIVES**

In 2005, Invest Atlanta commissioned a study entitled *Analysis of Incentives to Encourage Investment in Underserved Areas*. The study identified opportunities appropriate for alternative economic development tools to spur redevelopment in areas of the city that have historically suffered from disinvestment. The study ranked the Metropolitan Parkway corridor among the top areas in terms of redevelopment potential.

In 2006 the City of Atlanta passed a resolution creating the Metropolitan Parkway Tax Allocation District. The Metropolitan Parkway TAD contains approximately 1,023 acres in the southwest quadrant of Atlanta. The TAD encompasses the commercial corridor along Metropolitan Parkway from Claire Drive on the north to the Atlanta-Hapeville city limits on the south. It also includes portions of the Cleveland Avenue commercial corridor extending from Macon Drive on the east to the Atlanta-East Point city limits on the west. The TAD includes the entire Lakewood Fairgrounds property via Fair Street. The portions of the TAD to the west of I-75/85 are located in NPU X, while the portions to the east of I-75 and I-75/85 are in either NPU Z (Cleveland Avenue from I-75 to Macon Drive) or NPU Y (Lakewood Fairgrounds). The TAD includes Council District 12. A map of the Metropolitan Parkway TAD boundaries is attached in Exhibit A.

The purpose for the Metropolitan Parkway TAD is to create public-private partnerships that will facilitate the redevelopment of one of south Atlanta's prime commercial corridors. Once a prominent commercial destination supported by a stable residential base, Metropolitan Parkway has suffered the fate of many urban arterials over the last half century with newer retail destinations and residential subdivisions constructed further out, luring households and their incomes away from the corridor. The Metropolitan Parkway TAD intends to reverse this trend of disinvestment and provide financial incentives to attract new private activity and return the corridor to a competitive economic position to support new commercial development. The following goals are set forth in the Metropolitan Parkway Redevelopment Plan:

- Promote the development of infrastructure and amenities such as parks and plazas to encourage and support all elements critical to building a sustainable community comprised of neighborhoods that express their character through quality community gathering places and people- and pedestrian-friendly environments
- Allow for the development of infill and mixed-use projects that actively protect local environmental resources and eliminate the development gaps that divide these communities
- Provide funding for additional roadway and transportation-oriented improvements that will address current and projected traffic congestion and improve access to transit facilities by encouraging appropriate intensities of development and an efficient mix of uses within transit areas

Since its establishment in 2006, the Metropolitan Parkway TAD has funded two phases of Screen Gems Movie Studios located on the former Lakewood Fairgrounds site. The 33-acre film and television campus houses one of the largest stages in the country and features an additional five sound stages covering 150,000 square feet of production space.

A number of large parcels under single-ownership exist in the district, including Greenbriar Mall and the former Lakewood Fairgrounds. Combined with the area's growing film production industry and proximity to the airport, the Metropolitan Parkway TAD offers strong redevelopment opportunities over the long-term.

## **OPPORTUNITIES**

The Metropolitan Parkway TAD is designed to stimulate the creation of a vibrant corridor with viable commercial uses, complemented by supporting land uses that create a sustainable community. The revitalization of the corridor is envisioned with the redevelopment of four key sub-areas (Exhibit B):

- Crossroads Center
- Metropolitan Village District
- Cleveland Avenue “Gateway” District
- Lakewood Park

All four nodes offer potential as mixed-use nodes designed to feature a range of densities and commercial activities. These potential development sites can support a variety of types of commercial development that are consistent with the recommendations of the Redevelopment Plan.

## **ELIGIBILITY AND REQUIREMENTS**

While mixed uses are encouraged, eligible projects must be primarily commercial in nature, have a total project cost of at least \$5 million, and be located within the Metropolitan Parkway TAD (see Exhibit A). If a project increases access to fresh and healthy foods, an exception to this minimum may be granted. Applicants must demonstrate project readiness by evidencing property control, financial viability, and market acceptance.

The Georgia Redevelopment Powers Law ([O.C.G.A. TITLE 36 Chapter 44](#)) states that eligible uses of funds include:

- Capital costs, including the costs incurred or estimated to be incurred for the construction of public works or improvements, new buildings, structures, and fixtures; the renovation, rehabilitation, reconstruction, remodeling, repair, demolition, alteration, or expansion of existing buildings, structures, and fixtures; the acquisition of equipment; and the clearing and grading of land;
- Professional service costs, including those costs incurred for architectural, planning, engineering, financial, marketing, and legal advice and services;
- Real property assembly costs.

Invest Atlanta strongly encourages applicants to promote opportunities for local and diverse businesses, including Minority Business Enterprises (“MBE”), Female Business Enterprises (“FBE”) and Small Business Enterprises (“SBE”) to compete for business as subcontractors, sub-consultants and/or suppliers. For an MBE, FBE or SBE to participate on the contract, said MBE, FBE or SBE must be certified for inclusion in the City’s Equal Business Opportunity (EBO) and/or SBE Programs with the Office of Contract Compliance. Eligible companies must be located within one of the following twenty county areas to be considered for certification in the City’s EBO and SBE Programs: Barrow, Bartow, Carroll, Cherokee, Clayton, Coweta, Cobb, DeKalb, Douglas, Fayette, Forsyth, Fulton, Gwinnett, Henry, Newton, Paulding, Pickens, Rockdale, Spalding and Walton counties.

Companies interested in obtaining applications for certification should contact:

Hubert Owens, Director  
Office of Contract Compliance  
55 Trinity Avenue  
Atlanta, Georgia 30303  
(404) 330-6010  
[howens@atlantaga.gov](mailto:howens@atlantaga.gov)

Invest Atlanta is an Equal-Opportunity Employer. Invest Atlanta reserves the right to reject any and all Proposals, to amend the Proposals and the process itself, or to discontinue the process at any time.

## **PROJECT SELECTION CRITERIA**

In addition to achievement of previously stated Metropolitan Parkway TAD objectives, projects will also be evaluated based on the following:

### **A. Developer Experience & Financial Strength**

- Demonstrated experience developing similar product types of a similar scale.
- Financial strength as evidenced by strong cash reserves and debt capacity.
- Ability to leverage owner equity and/or private investment.

### **B. Project Readiness & Financial Feasibility**

- Documented evidence of site control, zoning compliance, architectural drawings and building permits.
- Submittal of firm construction cost estimate, detailed sources and uses, positive IRR, commitment letters and/or term sheets.

### **C. Community Benefits**

- A. Redevelopment Plan:** articulation of how project meets one or more goals set forth in the Redevelopment Plan.
- B. Job Creation:** generation of construction jobs and permanent positions that provide employment opportunities to residents in the Qualified Employment Tracts (see Exhibit C), which are areas experiencing high rates of poverty, unemployment and underemployment. A "Good Faith Effort" to employ said residents must be evidenced.
  - All employment opportunities should include a proper notification, recruitment, and training plan.
  - All commercial components should include inclusionary marketing and promotion of commercial and retail leasing opportunities to local businesses.
- C. Transit-Oriented:** leverages proximity to MARTA transit stations to promote alternative transportation modes and reduce transportation costs for local households and businesses.
- D. Affordable Housing:** for mixed-use projects that include a residential component, incorporation of a minimum of 20 percent of units affordable to households at 80 percent of AMI.
  - All residential components should include a housing opportunity marketing plan for city employees, public safety personnel, educators, and other public sector employees.
- E. Access to Healthy Foods/Services:** enhances access to healthy foods and services, including grocery stores and convenience stores that offer a variety of fresh foods (such as fruits/vegetables/produce), as well as facilities that provide necessary services that contribute to the daily health and quality of life of residents in the community.
- F. Placemaking:** applies best practices in urban design and placemaking, including beautification of public realm (landscaping/streetscaping, pedestrian/bicycle accessibility, street furniture, lighting, water features, public art, etc.), activated ground floor uses, and sustainable best management

practices (BMPs), including those that meet or exceed the Green Stormwater Infrastructure (GSI) requirements in the City's Code Section 74-513(a).

**D. Section IV – Commitment to Diverse and Locally Owned Businesses**

Provide an overview of the firm's relationships with MBEs, FBEs and SBEs. Please indicate if any proposing firm or joint venture partner is certified under any of these categories by the City.

**PROJECT SELECTION TIMELINE**

The Metropolitan Parkway Tax Allocation District financing process includes, but is not limited to, the following steps:

1. In order to determine eligibility of a project for TAD financing, interested applicants shall:
  - a. Contact Invest Atlanta to arrange an initial meeting to discuss the viability of your proposed project.  
  
Chris Leutzinger  
Real Estate Development Specialist, Redevelopment  
Invest Atlanta  
133 Peachtree Street, Suite 2900  
Atlanta, Georgia 30303  
(404) 614-8330  
[cleutzinger@investatlanta.com](mailto:cleutzinger@investatlanta.com)
  - b. Complete the Metropolitan Parkway TAD Application, packaged in 3-ring binders with content, tabs, formatting and order of data identical to that of the attached Application. Three copies of completed applications shall be submitted to Invest Atlanta, accompanied by the non-refundable application fee. In addition, an electronic version of all materials shall be submitted.
2. Upon receipt of an application, Invest Atlanta staff will review the application for content and completeness. Incomplete applications will not be processed. (An application will be considered received only when it is complete and the application fee has been paid.) Invest Atlanta reserves the right to select and employ third party consultants to assist in the analysis and review of the proposed project, its financing and the associated tax increment. The applicant shall pay the cost of such Invest Atlanta consultants, whether or not the project is constructed.
3. After the application has been reviewed for consistency with City goals and received an initial favorable evaluation, Invest Atlanta staff will convene a meeting of the Metropolitan Parkway TAD Advisory Committee (the "Advisory Committee"). Developers are required to attend the Advisory Committee Meeting. If the project is not recommended for TAD funding by the Advisory Committee, the Developer may: (1) request that the project be considered by Invest Atlanta Board without Advisory Committee support, (2) modify the project and resubmit it to the Advisory Committee at a later date or (3) withdraw the project.
4. After the Advisory Committee issues a recommendation, Invest Atlanta staff will present the project to the Tax Allocation District Project and Policy Review Committee. Once this Committee approves the project it will be placed on the agenda for the next appropriate Invest Atlanta Board of Directors Meeting. Developers are required to attend these meetings.
5. Upon Invest Atlanta Board of Directors approval, a Development Agreement will be negotiated and executed, after which point funding can commence.

## **FEE STRUCTURE**

**Application Fee:** For projects with total costs less than \$2.5 million, \$1,500 is payable to Invest Atlanta upon submission of Application. For projects with total costs exceeding \$2.5 million, \$2,500 is payable to Invest Atlanta upon submission of Application. Any Application submitted without the full application fee is deemed incomplete. The application fee is non-refundable.

**Commitment Fee:** For projects with total costs less than \$2.5 million, \$5,000 is payable to Invest Atlanta upon Invest Atlanta Board of Directors approval of the project. For projects with total costs between \$2.5 million and \$5 million, \$7,500 is payable to Invest Atlanta upon Invest Atlanta Board of Directors approval of the project. For projects with total costs exceeding \$5 million, \$10,000 is payable to Invest Atlanta upon Invest Atlanta Board of Directors approval of the project.

**Administrative Fee:** In years one through five, an annual administrative fee equal to 2% of the tax increment granted will be deducted from the disbursement. In years six through 20, an administrative fee equal to 1% of the tax increment granted will be deducted from the disbursement.

**Note:** Invest Atlanta reserves the right to waive some or all fees and charges incurred by non-profit entities.

## **TERMS AND CONDITIONS**

All Applications and supporting materials as well as correspondence become property of Invest Atlanta when received. Any proprietary information contained in the Application should be so indicated. However, a general indication that the entire contents, or a major portion, of the Application is proprietary will not be honored.

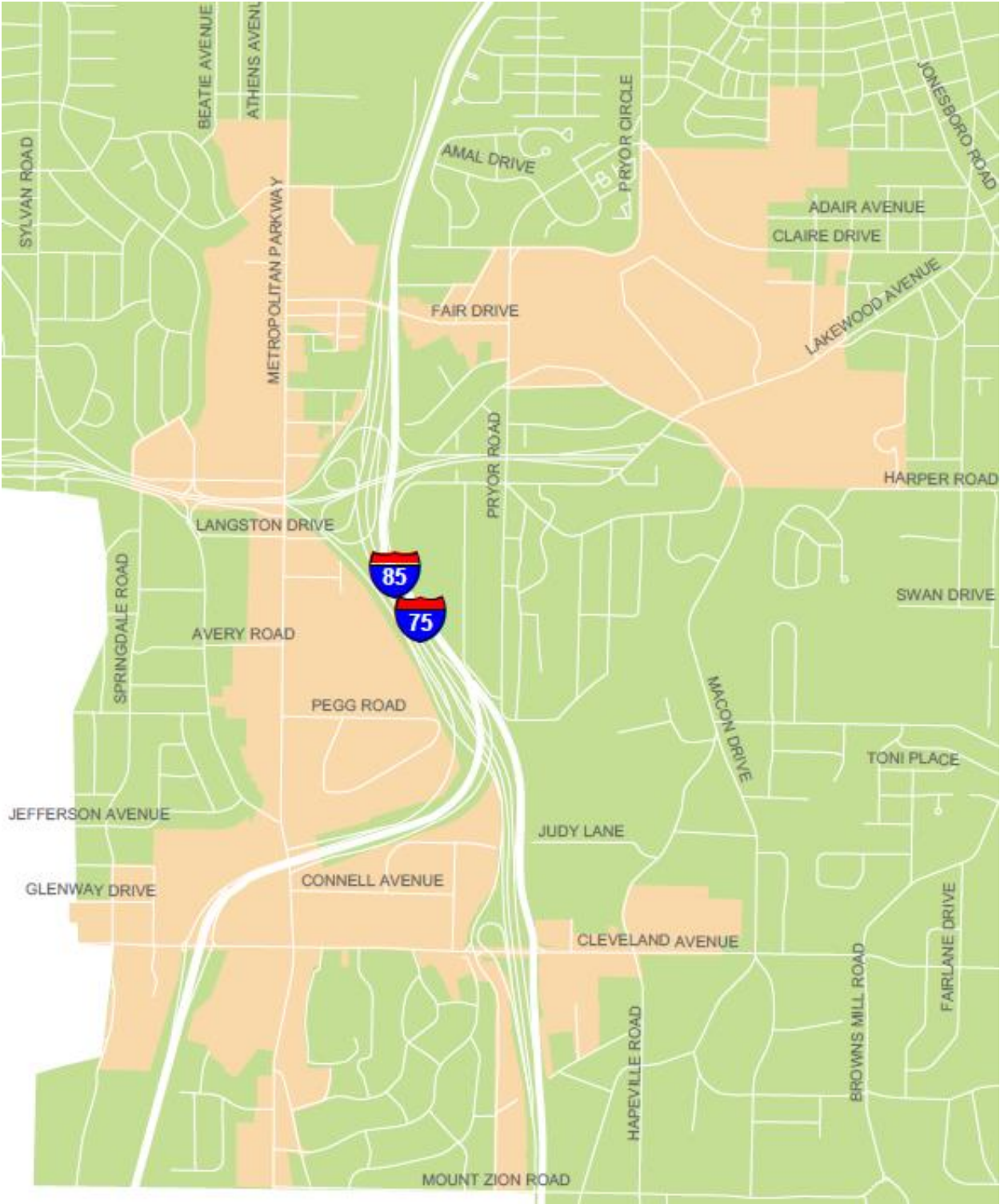
- A.** All applicable Federal and State of Georgia laws, City and Fulton County ordinances, licenses and regulations of all agencies having jurisdiction shall apply to the Respondents throughout and incorporated herein.
- B.** Professionals requiring special licenses must be licensed in the State of Georgia, and shall be responsible for those portions of the work as may be required by law.
- C.** No Application shall be accepted from, and no contract will be awarded to, any person, firm, or corporation that (i) is in arrears to Invest Atlanta or the City with respect to any debt, (ii) is in default with respect to any obligation to Invest Atlanta or the City, or (iii) is deemed irresponsible or unreliable by Invest Atlanta. If requested, the respondents shall be required to submit satisfactory evidence that they have the necessary financial resources to provide the proposed services.
- D.** Applicants shall provide the information and affidavits required for compliance with the requirements of E-Verify and SAVE (Exhibit D).
  - i.** E-Verify. Consultant must comply with the Illegal Immigration Reform and Enforcement Act, O.C.G.A. §13-10-90, et seq. All services physically performed within the State of Georgia must be accompanied by proof of your registration with the E-Verify Program, as well as verification of your continuing and future participation in the E-Verify program established by the United States Department of Homeland Security. A completed E-Verify Contractor Affidavit must be submitted to Invest Atlanta. To the extent there are subcontractors working on this contract, you are responsible for obtaining a fully signed and notarized subcontractor affidavit from those firms with whom you have entered into sub-contracts. In turn, should there be second tier subcontractors on this project, you must require the subcontractors to obtain E-Verify Affidavits from those second tier subcontractors.



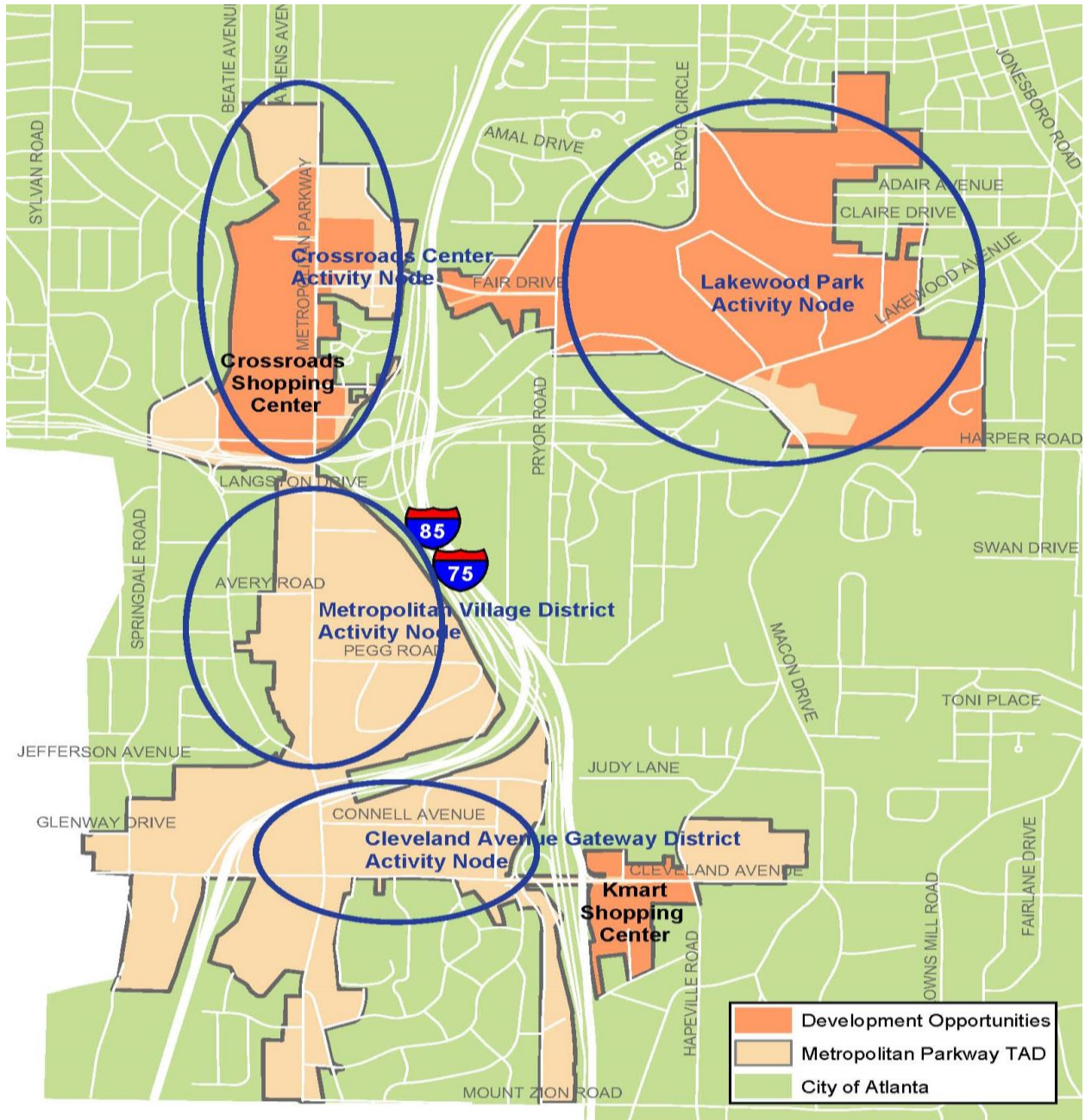
- ii. SAVE Affidavit. In addition to E-Verify, Invest Atlanta is required by the SAVE (Systematic Alien Verification for Entitlements) Program to verify the status of anyone who applies for a public benefit from Invest Atlanta. Benefits are defined by state statute, O.C.G.A. §50 36 1, by federal statute, 8 U.S.C. §1611 and 8 U.S.C. §1621, and by the Office of the Attorney General of Georgia. Contracts with Invest Atlanta are considered “public benefits.” Beginning on January 1, 2012, any person obtaining a public benefit must show a secure and verifiable document, and complete the attached SAVE Affidavit. Acceptable documents have been identified by the Office of the Attorney General. Those lists may be found at: <http://law.ga.gov>



**EXHIBIT A**

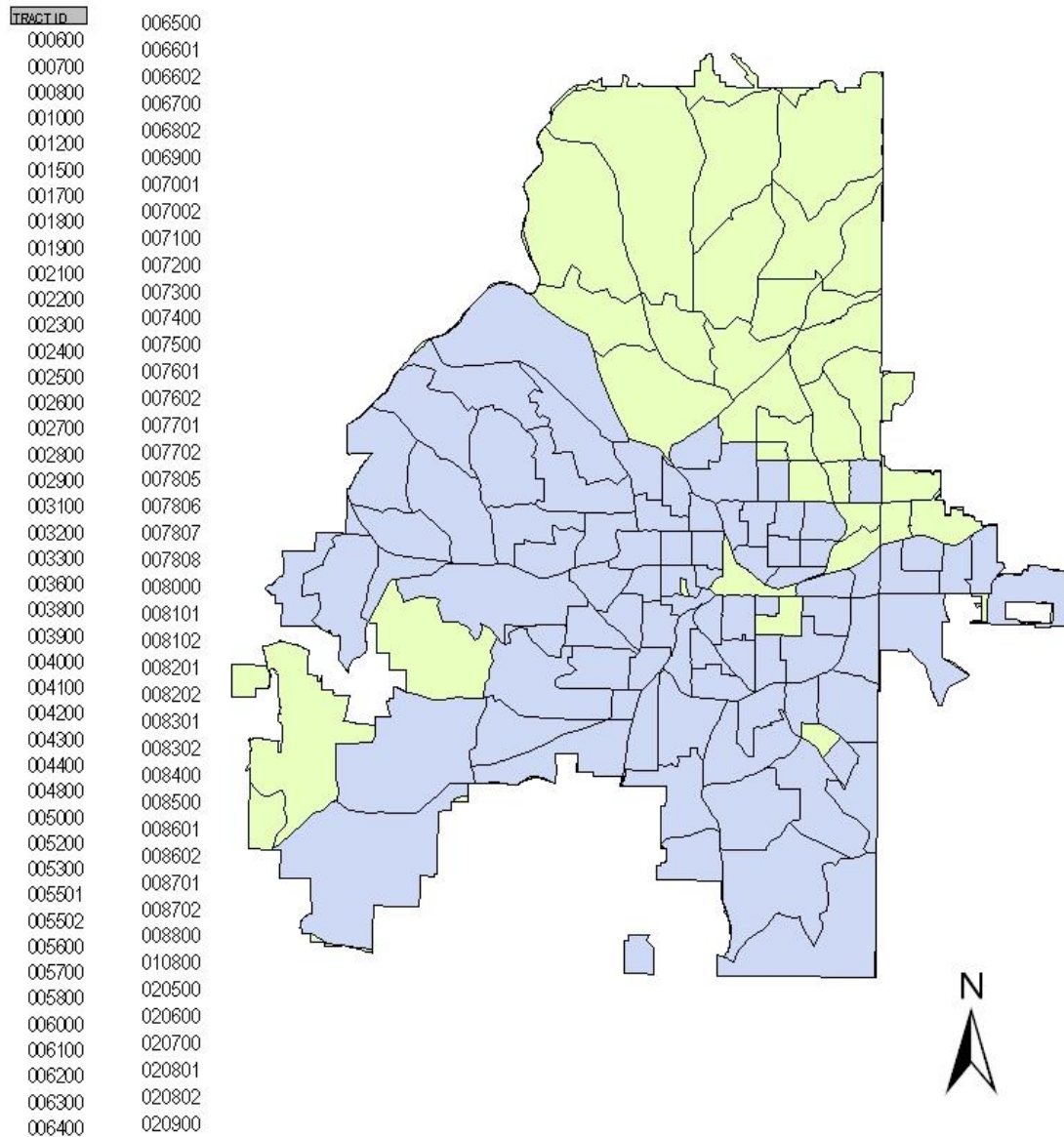


**EXHIBIT B**



**EXHIBIT C**

**Qualified Employment Tracts\***



\*The area shaded in blue represents census tracts that qualify as neighborhood employee areas per the community benefits recommendations.





## EXHIBIT D

### **CONTRACTOR AFFIDAVIT UNDER O.C.G.A §13-10-91(b)(1)**

By executing this affidavit, the undersigned Contractor verifies its compliance with O.C.G.A. §13-10-91, et seq. (the “Act”) and Chapter 300-10-1 of the Rules of Georgia Department of Labor (the “Rules”), stating affirmatively that the individual, firm, or corporation which is engaged in the physical performance of services on behalf of Invest Atlanta: (1) has registered with; (2) is authorized to use; (3) is using; and (4) will continue to use throughout the contract period a federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicability provisions and deadlines established in the Act and the Rules.

The undersigned contractor further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to the contract with Invest Atlanta of which this affidavit is a part, the undersigned contractor will secure from such subcontractor(s) similar verification of compliance with the Act and the Rules through the subcontractor’s execution of the subcontractor affidavit provided below.

The undersigned contractor further agrees to provide a copy of each such affidavit to Invest Atlanta at the time the subcontractor(s) is retained to perform such services and to maintain copies of all such affidavits for no less than five (5) years from the date provided to Invest Atlanta and otherwise maintain records of compliance with the Act and the Rules as required.

Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

\_\_\_\_\_  
Employment Eligibility Verification (E-Verify)  
User Identification Number

\_\_\_\_\_  
Date of Authorization

I hereby declare under penalty of perjury that the foregoing is true and correct.

\_\_\_\_\_  
BY: Authorized Officer or Agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contractor Name

\_\_\_\_\_  
Title of Authorized Officer or Agent of Contractor

\_\_\_\_\_  
Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me

This \_\_\_\_ day of \_\_\_\_\_, 201\_\_

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

**SUBCONTRACTOR AFFIDAVIT UNDER O.C.G.A §13-10-91(b)(3)**

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. § 13-10-91 (the "Act") and Chapter 300-10-1 of the Rules of Georgia Department of Labor (the "Rules"), stating affirmatively that the individual, firm, or corporation which is engaged in the physical performance of services under a contract with \_\_\_\_\_ (name of contractor) on behalf of Invest Atlanta: (1) has registered with; (2) is authorized to use; (3) is using; and (4) will continue to use throughout the contract period a federal work authorization program known as E-Verify, or any subsequent replacement program, in accordance with the applicability provisions and deadlines established in the Act and the Rules.

The undersigned subcontractor further agrees that it will contract for the physical performance of services in satisfaction of the Contract only with sub-subcontractors who present an E-Verify Affidavit to the undersigned subcontractor with the information required by the Act and the Rules. The undersigned subcontractor will forward notice of the receipt of an E-Verify Affidavit from a sub-subcontractor to the Contractor within five (5) business days of receipt. If the undersigned subcontractor receives notice that a sub-subcontractor has received an a E-Verify Affidavit from any other contracted sub-subcontractor, the undersigned subcontractor must forward, within five (5) business days of receipt, a copy of the notice to the Contractor.

Subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

\_\_\_\_\_  
Employment Eligibility Verification (E-Verify)  
User Identification Number

\_\_\_\_\_  
Date of Authorization

I hereby declare under penalty of perjury that the foregoing is true and correct.

\_\_\_\_\_  
BY: Authorized Officer or Agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Subcontractor Name

\_\_\_\_\_  
Title of Authorized Officer or Agent of Subcontractor

\_\_\_\_\_  
Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me

This \_\_\_\_ day of \_\_\_\_\_, 201\_\_

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_



**SAVE AFFIDAVIT IN ACCORDANCE WITH O.C.G.A §50-36-1(e)(2)**

**INVEST ATLANTA AFFIDAVIT  
VERIFYING STATUS FOR RECEIPT OF PUBLIC BENEFIT**

By executing this affidavit under oath, as an applicant for a contract with Invest Atlanta, or other public benefit as provided by O.C.G.A. §50-36-1, and determined by the Attorney General of Georgia in accordance therewith, I state the following with respect to my application for a public benefit from Invest Atlanta:

For: \_\_\_\_\_.

[Name of natural person applying on behalf of individual, business, corporation, partnership, or other private entity]

1) \_\_\_\_\_ I am a United States Citizen

**OR**

2) \_\_\_\_\_ I am a legal permanent resident 18 years of age or older or

**OR**

3) \_\_\_\_\_ I am an otherwise qualified alien or non-immigrant under the Federal Immigration and Nationality Act 18 years of age or older and lawfully present in the United States.

**All non-citizens must provide their Alien Registration Number below.**

\_\_\_\_\_  
Alien Registration number for non-citizens

The undersigned applicant also hereby verifies that he or she has provided at least one secure and verifiable document as required by O.C.G.A. §50-36-1(e)(1) with this Affidavit. **The secure and verifiable document provided with this affidavit is:**

\_\_\_\_\_  
In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of O.C.G.A. §16-10-20, and face criminal penalties as allowed by such criminal statute

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Printed Name:

Sworn to and subscribed before me

This \_\_\_\_ day of \_\_\_\_\_, 201\_\_

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_



**EXHIBIT E**

# APPLICATION FOR METROPOLITAN PARKWAY TAX ALLOCATION DISTRICT FUNDING

**THIS APPLICATION CAN BE COMPLETED ELECTRONICALLY. PLEASE TYPE IN REQUESTED INFORMATION AND THEN SUBMIT BOTH ELECTRONIC AND HARD COPIES OF THE COMPLETED APPLICATION.**

**TAB A: FUNDING REQUEST**

**NAME OF PROPOSED REDEVELOPMENT PROJECT**

**AMOUNT OF FUNDING REQUESTED**

ELIGIBLE ANNUAL TAD FUNDING (FROM TIF CALCULATOR)

ANNUAL TAD FUNDING REQUESTED

TOTAL TAD FUNDING REQUESTED

APPLICATION FEE\*

*\* As specified in Program Description, this must be submitted in full at time of application.*

**TAB A: DEVELOPER INFORMATION**

**NAME OF DEVELOPER**

**ADDRESS OF DEVELOPER**

**DESIGNATED CONTACT PERSON**

**TITLE**

**PHONE**

**EMAIL**

**ADDRESS**

**OWNERSHIP ENTITY NAME**

**LEGAL FORM\***

INDIVIDUAL

☐

GENERAL PARTNERSHIP

☐

SOLE PROPRIETORSHIP

☐

FOR-PROFIT CORPORATION

☐

LIMITED PARTNERSHIP

☐

JOINT VENTURE

☐

NOT FOR-PROFIT CORPORATION

☐

501 (c) 3

☐

LIMITED LIABILITY CO.

☐

IF GENERAL PARTNERSHIP, GENERAL PARTNER(S) OWNS

%

NAME OF GENERAL PARTNER(S)

IF LIMITED PARTNERSHIP, LIMITED PARTNERSHIP OWNS

%

NAME OF LIMITED PARTNER(S)

IF JOINT VENTURE, NAME OF JOINT VENTURE PARTNERS AND RESPECTIVE PARTICIPATIONS IN JV

*\* Attach detail as necessary to explain ownership structure.*

**DEVELOPER MANAGER NAME**

**TAB A: DEVELOPMENT TEAM\***

*\*The City of Atlanta, in consultation with the Authority, will appoint Bond Underwriter, Bond Counsel, Bond Trustee and Independent Market and Feasibility Consultants, if any.*

<b>PROPOSED ARCHITECT</b>		<input type="text"/>	
DESIGNATED CONTACT PERSON		<input type="text"/>	
PHONE	<input type="text"/>	EMAIL	<input type="text"/>
<b>PROPOSED CONTRACTOR</b>		<input type="text"/>	
DESIGNATED CONTACT PERSON		<input type="text"/>	
PHONE	<input type="text"/>	EMAIL	<input type="text"/>
<b>PROPOSED PROPERTY MANAGER</b>		<input type="text"/>	
DESIGNATED CONTACT PERSON		<input type="text"/>	
PHONE	<input type="text"/>	EMAIL	<input type="text"/>
<b>PROPOSED DEVELOPER'S ATTORNEY</b>		<input type="text"/>	
DESIGNATED CONTACT PERSON		<input type="text"/>	
PHONE	<input type="text"/>	EMAIL	<input type="text"/>

**TAB B: GENERAL PROJECT INFORMATION**

<b>PROJECT NAME</b>			
<b>PROPERTY ADDRESS</b>		<b>NPU</b>	
<b>GENERAL PROJECT DESCRIPTION</b>	<b>CENSUS TRACT NUMBER:</b> <span style="border: 1px solid black; display: inline-block; width: 150px; height: 1.2em; vertical-align: middle;"></span>		

**PROJECT TYPE**

USE TYPE	UNITS	SQUARE FEET	PERCENT OF BUILDING
RESIDENTIAL			
RETAIL			
OFFICE			
HOTEL			
STRUCTURED PARKING			
OTHER _____			
TOTAL			

**TAB B: RESIDENTIAL PROJECT INFORMATION (IF APPLICABLE)\***

**PROJECT TYPE:**

UNIT COMPOSITION	TOTAL UNITS	# OF MARKET RATE UNITS	AVERAGE MARKET RENTS/ SALES PRICES	# OF AFFORDABLE UNITS	AFFORDABLE RENTS/ SALES PRICES	PERCENT	AVERAGE SQUARE FOOTAGE	AVERAGE PRICE PER SQUARE FOOT
STUDIO								
1 BEDROOM								
2 BEDROOM								
3 BEDROOM								
OTHER								
TOTAL								

<b>PROJECT AMENITIES:</b>	
<b>UNIT AMENITIES:</b>	

**TAB B: RESIDENTIAL MARKETING**

*\*Consistent with the Federal Fair Housing Act (42 U.S.C. 3600, et seq.), the developer must utilize diverse marketing teams to implement a marketing strategy designed to assure that units will be made available for patronage, sale or lease to a broad cross-section of persons representative of the range of racial, age, gender and income within the City. Please attach the following as evidence of this:*

- 1. INCLUSIONARY MARKETING PLAN**
- 2. EDUCATORS/PUBLIC SAFETY PERSONNEL MARKETING PLAN**

**TAB B: DETAILED PROJECT INFORMATION**

**EXISTING LAND USE**

WILL THERE BE ANY RELOCATION OR DISPLACEMENT OF EXISTING RESIDENTS OR BUSINESSES? IF SO, PLEASE DESCRIBE EXTENT AND HOW THIS IS BEING ADDRESSED:

**PRIOR LAND USE (S)**

**YEARS**

**CONSTRUCTION TYPE (NEW, RENOVATION, CONVERSION)**

**TOTAL COST/ USEABLE SQUARE FOOT**

**TOTAL (ALL) DEVELOPER FEES/ USABLE SQUARE FOOT**

**TOTAL (ALL) DEVELOPER FEES/ TOTAL PROJECT COST**

**PROJECT ACREAGE/LOT SIZE**

**PARCEL IDENTIFICATION NUMBERS**

**USE OF TAD FUNDS (PLEASE LIST ALL PROPOSED USES)**

PROJECT	ESTIMATED COST

**PLEASE PROVIDE INFORMATION DETAILING THE FOLLOWING:**

REDEVELOPMENT PLAN (ARTICULATE ABILITY TO MEET ONE OR MORE GOALS SET FORTH IN REDEVELOPMENT PLAN)

TRANSIT-ORIENTATION (DESCRIBE HOW PROJECT LEVERAGES PROXIMITY TO TRANSIT)

ACCESS TO HEALTHY FOODS/SERVICES (DESCRIBE POTENTIAL TO PROVIDE HEALTHY FOODS AND/OR SERVICES)

PLACEMAKING (LIST ALL SIGNIFICANT URBAN DESIGN, PLACEMAKING, AND SUSTAINABLE BMP FEATURES)

**TAB B: JOB CREATION/RETENTION\***

*\*Please be aware that the receipt of funding will require participation in the Atlanta Workforce Development Agency's First Source Program per Article XI, Division 1, Sec.2-1651 et seq. of the City of Atlanta Code of Ordinances.*

EMPLOYEE TYPE	CURRENT ON- SITE	PROJECTED PERMANENT (EXCLUDING CONSTRUCTION)	CONSTRUCTION RELATED
FULL TIME			
PART TIME			
TOTAL			

PLEASE DESCRIBE THE DEVELOPER'S EMPLOYMENT NOTIFICATION AND RECRUITMENT PLAN:

PLEASE DESCRIBE THE DEVELOPER'S INCLUSIONARY MARKETING PLAN TO PROMOTE COMMERCIAL LEASING OPPORTUNITIES TO LOCAL BUSINESSES

**TAB B: SITE CONTROL**

**THE APPLICANT MUST DEMONSTRATE SITE CONTROL. AT A MINIMUM, THE APPLICANT FOR THE PROPOSED SITE MUST HOLD A CONTRACT FOR PURCHASE AND SALE OR LONG-TERM LEASE. SITE IS CONTROLLED BY:**

OPTION TO PURCHASE	<div style="border: 1px solid black; width: 120px; height: 20px;"></div>
CONTRACT FOR PURCHASE AND SALE	<div style="border: 1px solid black; width: 120px; height: 20px;"></div>
RECORDED CERTIFICATE OF TITLE	<div style="border: 1px solid black; width: 120px; height: 20px;"></div>
RECORDED DEED	<div style="border: 1px solid black; width: 120px; height: 20px;"></div>
LONG-TERM LEASE	<div style="border: 1px solid black; width: 120px; height: 20px;"></div>

**TAB B: ADDITIONAL DOCUMENTS (PLEASE PROVIDE HARD AND ELECTRONIC COPIES OF THE FOLLOWING)**

1. EXISTING SITE PHOTOGRAPHS
2. PROJECT RENDERING OR CONCEPTUAL DRAWING (IF AVAILABLE)
3. MAP SHOWING PROJECT LOCATION
4. LEGAL DESCRIPTION OF PROPERTY
5. EVIDENCE OF LAND CONTROL, I.E., DEED TO SECURE DEBT, PURCHASE CONTRACT, LEASE AGREEMENT

**TAB C: PROPOSED FINANCING SUMMARY**

**SOURCES OF FINANCING**

SOURCE	CHECK IF APPLICABLE	AMOUNT	PERCENT OF PROJECT COST
CONVENTIONAL DEBT			
STATE/FEDERAL LOANS			
STATE/FEDERAL GRANTS			
HISTORIC TAX CREDITS			
LIHTC (EQUITY)			
DEVELOPER EQUITY			
OTHER EQUITY/SUBORDINATE DEBT			
OTHER			
GAP (TAD FUNDING REQUEST)			
TOTAL			
<b>EQUITY SOURCE</b>			
<b>CONVENTIONAL FINANCING SOURCE</b>			
<b>ESTIMATED CONVENTIONAL TERMS</b>			

**SOURCES OF NON-TAD GOVERNMENT ASSISTANCE (LOANS, GRANTS, TAX INCENTIVES, ETC.)**

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**TAB C: PROJECT ECONOMICS: A DESCRIPTION OF THE PROJECT FINANCING STRUCTURE MUST BE ATTACHED. AT MINIMUM, INCLUDE THE FOLLOWING:**

1. DISCOUNTED CASH FLOW: REFLECTING PROJECT THROUGH CONSTRUCTION, PROJECT STABILIZATION, SALE (IF APPLICABLE) AND RECOGNITION OF RESIDUAL INTEREST
2. DETAILED CONSTRUCTION BUDGET (INCLUDE BOTH HARD AND SOFT COSTS). SPECIFICALLY INDICATE COST ASSOCIATED WITH PROJECT INFRASTRUCTURE.
3. PROJECTED RENTAL RATES, SALES PRICES, OCCUPANCY RATES, TIME TO ABSORPTION AND OTHER KEY ASSUMPTIONS
4. MARKET COMPARABLE, IF AVAILABLE
5. PRO FORMA CASH FLOWS AND/OR STATEMENT OF INCOME AND EXPENSES
6. EQUITY PROVIDED BY THE DEVELOPER AND PROJECTED RETURNS ON EQUITY (LEVERAGED AND UNLEVERAGED IRR)
7. PROJECTED INVESTOR RETURNS
8. EVIDENCE OF FINANCIAL COMMITMENT, I.E., LENDER'S COMMITMENT LETTER AND TERM SHEET
9. CURRENT PRE-DEVELOPMENT ASSESSED VALUE AND ANNUAL TAXES
10. PROJECTED ASSESSED VALUE AND ANNUAL TAXES AT PROJECT COMPLETION



**TAB D: ZONING AND LAND DEVELOPMENT REGULATIONS**

IS THE SITE APPROPRIATELY ZONED FOR THE PROPOSED PROJECT? No ☐ Yes ☐

IF REZONING IS REQUIRED, PLEASE INDICATE PROJECTED APPROVAL TIMETABLE:

INDICATE ZONING DESIGNATION (S):

IS A VARIANCE REQUIRED? No ☐ Yes ☐

IF A VARIANCE IS REQUIRED, PLEASE EXPLAIN REASON AND INDICATE PROJECTED APPROVAL TIMETABLE:

CURRENT ZONING PERMITS  UNITS PER ACRE/DENSITY.

**TAB D: SITE PLAN**

NEW CONSTRUCTION: HAS THE PRELIMINARY OR CONCEPTUAL SITE PLAN BEEN APPROVED BY THE CITY OF ATLANTA? No ☐ Yes ☐

IF APPROVED, PLEASE INCLUDE A COPY OF THE APPROVED PRELIMINARY OR CONCEPTUAL SITE PLAN. IF IT HAS NOT BEEN APPROVED, PLEASE INDICATE PROJECTED APPROVAL TIMETABLE:

**TAB D: ENVIRONMENTAL SAFETY**

**APPLICANT MUST PROVIDE A PHASE I ENVIRONMENTAL REPORT. (NOTE: ENVIRONMENTAL REPORTS ARE REQUIRED TO COMPLETE CREDIT UNDERWRITING. A PHASE II ENVIRONMENTAL ASSESSMENT WILL BE REQUIRED TO THE EXTENT THE PHASE I WARRANTS FURTHER ASSESSMENT.)**

HAS THE PROPERTY EVER BEEN USED FOR STORAGE OF HAZARDOUS OR TOXIC MATERIALS?

No ☐ Yes ☐

ARE THERE ANY POTENTIAL ENVIRONMENTAL HAZARDS? No ☐ Yes ☐

IF YES, PLEASE DESCRIBE:

TAB D: PROPOSED PROJECT SCHEDULE	
ACTIVITY (IF APPLICABLE)	DATE
OBTAIN FIRM FINANCING COMMITMENT	
FINALIZE SITE PLAN & ARCHITECTURAL DRAWINGS	
REAL ESTATE CLOSING	
ZONING REVIEW BOARD APPROVAL	
NEIGHBORHOOD PLANNING UNIT APPROVAL	
URBAN DESIGN COMMISSION APPROVAL	
FINANCIAL CLOSING	
START CONSTRUCTION	
COMPLETE CONSTRUCTION	
START OF OCCUPANCY/LEASE-UP	
REACH PROJECT STABILIZATION	

A PROJECTED CONSTRUCTION SCHEDULE MUST BE INCLUDED THAT DESCRIBES THE TIME FRAMES AND CRITICAL DATES FOR FINANCING, COMPLETION OF PLANS AND SPECIFICATIONS, PERMITTING, AND CONSTRUCTION OF BUILDINGS AND AMENITIES.

**THE PAST PERFORMANCE RECORD OF THE DEVELOPMENT TEAM (WHICH CONSISTS OF DEVELOPER, MANAGEMENT AGENT, GENERAL CONTRACTOR, ARCHITECT/ENGINEER, ATTORNEY, AND ACCOUNTANT) WILL BE CAREFULLY REVIEWED.**

--

No ☐ YES ☐ IF YES, PLEASE DESCRIBE THE SITUATION AND RESOLUTION:

--

PLEASE PROVIDE THE FOLLOWING INFORMATION ON COMPLETED PROJECTS:

[illegible]

--

[illegible]

**GENERAL CONTRACTOR:**

[illegible]

## ARCHITECT (NEW CONST.) OR ENGINEER (REHAB.):

[illegible]

**TAB F: APPLICATION CERTIFICATION (ORIGINAL SIGNATURES REQUIRED IN BLUE INK)**

**THE UNDERSIGNED APPLICANT CERTIFIES THAT THE INFORMATION IN THIS APPLICATION IS TRUE, CORRECT AND AUTHENTIC.**

**THE APPLICANT FURTHER ACKNOWLEDGES HAVING READ ALL APPLICABLE AUTHORITY RULES GOVERNING THE PROGRAM AND ACKNOWLEDGE HAVING READ THE INSTRUCTIONS FOR COMPLETING THIS APPLICATION. THE PERSON EXECUTING THIS DOCUMENT REPRESENTS THAT HE OR SHE HAS THE AUTHORITY TO BIND THE APPLICANT AND ALL INDIVIDUALS AND ENTITIES NAMED HEREIN TO THIS WARRANTY OF TRUTHFULNESS AND COMPLETENESS OF THE APPLICATION.**

**THE APPLICANT UNDERSTANDS AND AGREES TO ABIDE BY THE PROVISIONS OF THE APPLICABLE GEORGIA STATUTES AND AUTHORITY PROGRAM POLICIES, RULES AND GUIDELINES.**

**THE APPLICANT ACKNOWLEDGES THAT THE AUTHORITY'S INVITATION TO SUBMIT AN APPLICATION DOES NOT CONSTITUTE A COMMITMENT TO FINANCE THE PROPOSED PROJECT.**

APPLICANT SIGNATURE: \_\_\_\_\_

DATE \_\_\_\_\_

APPLICANT NAME: \_\_\_\_\_

TITLE \_\_\_\_\_

WITNESS SIGNATURE: \_\_\_\_\_

DATE \_\_\_\_\_

WITNESS NAME: \_\_\_\_\_

**TAB F: APPLICATION SUBMISSION**

**SUBMIT ONE (1) COMPLETED COPY OF THE METROPOLITAN PARKWAY TAD APPLICATION IN A 3-RING BINDER TO INVEST ATLANTA. IN ADDITION, PLEASE SUBMIT AN ELECTRONIC COPY OF ALL MATERIALS.**

**COMPLETED APPLICATION SHOULD BE SENT TO:**

INVEST ATLANTA  
ATTN: CHRIS LEUTZINGER, REAL ESTATE DEVELOPMENT SPECIALIST  
133 PEACHTREE STREET NE  
SUITE 2900  
ATLANTA, GEORGIA 30303-3131

**TAB G: APPLICATION CHECKLIST**

**THIS CHECKLIST SUMMARIZES KEY FORMS AND DOCUMENTS THAT MUST BE INCLUDED AS PART OF THE APPLICATION AND HAS BEEN PROVIDED FOR YOUR CONVENIENCE. IF YOU HAVE ANY QUESTIONS REGARDING THE APPLICATION PROCESS, PLEASE CALL TYRONE RACHAL AT (404) 614-8339.**

APPLICATION FORM	<input type="text"/>
SOURCES AND USES OF FUNDS	<input type="text"/>
PROJECT PROFORMA (INCLUDING EQUITY RETURN ANALYSIS BOTH WITH AND WITHOUT REQUESTED TAD FUNDING)	<input type="text"/>
APPLICANT FINANCIAL STATEMENTS (2 YEARS)	<input type="text"/>
ENVIRONMENTAL REPORTS (PHASE I AND II IF APPLICABLE)	<input type="text"/>
CONSTRUCTION SCHEDULE	<input type="text"/>
PROOF OF FINANCING	<input type="text"/>
PROOF OF SITE CONTROL	<input type="text"/>
PRELIMINARY SITE PLAN (HARD AND ELECTRONIC COPIES)	<input type="text"/>
EXISTING SITE PHOTOGRAPHS (HARD AND ELECTRONIC COPIES)	<input type="text"/>
PROJECT RENDERING (HARD AND ELECTRONIC COPIES)	<input type="text"/>
PROJECT LOCATION MAP (HARD AND ELECTRONIC COPIES)	<input type="text"/>
LEGAL DESCRIPTION OF PROPERTY	<input type="text"/>
INCLUSIONARY MARKETING PLAN (IF APPLICABLE)	<input type="text"/>
EDUCATORS/PUBLIC SAFETY PERSONNEL MARKETING PLAN (IF APPLICABLE)	<input type="text"/>
EMPLOYMENT NOTIFICATION AND RECRUITMENT PLAN	<input type="text"/>
MINORITY/FEMALE BUSINESS ENTERPRISE OPPORTUNITY PLAN	<input type="text"/>
APPLICATION FEE	<input type="text"/>

**A PROJECTED CONSTRUCTION SCHEDULE MUST BE INCLUDED THAT DESCRIBES THE TIME FRAMES AND CRITICAL DATES FOR FINANCING, COMPLETION OF PLANS AND SPECIFICATIONS, PERMITTING, AND CONSTRUCTION OF BUILDINGS AND AMENITIES.**