

**GWINNETT COUNTY, GEORGIA**  
**TAX ALLOCATION DISTRICT**  
**POLICIES AND GUIDELINES**

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**SECTION I. TAD POLICY AND GUIDELINES**

**A. General Policy**

1. It is the policy of Gwinnett County to consider the establishment of Tax Allocation Districts (TADs) within Redevelopment Areas that, on the whole, have not been subject to growth and development through private enterprise and would not reasonably be anticipated to be developed without the approval of a Redevelopment Plan or that include one or more natural, historical, or cultural assets which have not been adequately preserved or protected and such asset or assets would not reasonably be anticipated to be adequately preserved, protected, or improved without the approval of a Redevelopment Plan, and the improvement of the area is likely to enhance the value of a substantial portion of the other real property in the area. Project Specific TAD applications and Area TAD applications will both be considered. For Project Specific TADs, the Redevelopment Area within the TAD boundary will be comprised primarily of the parcel or parcels on which an identified redevelopment project is proposed. Area TADs may include a broad area within which potential future redevelopment projects are identified. Area TADs are used as an incentive to attract development to a distressed area by offering redevelopment incentives in the form of tax increment financing. If the establishment of an Area TAD is approved, individual projects requesting TAD financing within the Area TAD require approval as provided herein.
  
2. It is the policy of Gwinnett County to consider the use of TAD financing in furtherance of the County's Comprehensive Plan, approved Redevelopment Plans, and economic development strategies. Requests for the use of TAD financing should clearly demonstrate a substantial public benefit and the manner by which an applicant proposes to eliminate blight, reduce crime, strengthen the employment and economic base of the County, increase property values and tax revenues, decrease poverty, create economic opportunity, and/or redevelop underperforming neighborhoods and underutilized commercial lots.

3. Applications for TAD financing will be thoroughly evaluated to ensure adherence to the policies and guidance established herein. Care will be exercised in the review of applications for TAD financing to further the following policies:
  - a. TAD financing will generally be reserved for projects which do not qualify for alternative methods of financing, or where TAD assistance is deemed by the County to be the preferred method of economic development incentive.
  - b. TAD financing will be reserved for projects where the benefits which will accrue from the proposed project exceed the costs incurred in its implementation, and the use of TAD financing will be equitable to the County as a whole.
  - c. Proceeds from TAD financing will not result in private inurement or excessive profit (above typical industry standards) to developers or other project partners.
  - d. The County will not consider applications for retroactive TAD financing which request financial support for projects after development or construction has commenced.
  - e. Redevelopment of contaminated brownfields or grayfield shopping center sites will be given higher priority for TAD financing, and the use of TAD financing for greenfield development is not generally encouraged unless there are significant site development challenges that substantially increase the cost to develop the site, such as topographical, geotechnical, geographical, or hydrological issues.
  - f. TAD financing for major infrastructure improvements which will enable substantial future redevelopment to occur will be viewed more favorably than projects that propose to utilize TAD financing for minor infrastructure or aesthetic improvements that may be more suitable for other funding sources.
  - g. The County supports the use of TAD financing for quality mixed-use Activity Centers that contain a combination of land uses where residents of all ages and income levels can live, work and play, thereby reducing automobile travel trips and congestion in the area.
  - h. TAD financing for high quality redevelopment projects will create a 'halo effect' of reinvestment in surrounding areas outside of the TAD boundary. The applicant should estimate the amount of 'halo effect' that would likely result from a project based on reasonable assumptions over the life of the TAD financing.

- i. The County supports the use of TAD financing for affordable housing development projects that will support local businesses, drive increased economic activity, and facilitate area revitalization.
4. Intergovernmental Agreements
  - a. The taxing authorities participating in a TAD may enter into an Intergovernmental Agreement (IGA) with the County which will detail specific TAD policies and procedures as well as any and all special stipulations for each individual TAD project.
  - b. Unless otherwise agreed to in writing, parties to the IGA must agree to apply all Tax Allocation Increments in excess of bond debt service and other bond related expenses to the early retirement of bonds. Bonds shall be limited to no more than 25 years, with earlier repayment substantiated by projections of excess Tax Allocation Increments based on reasonable assumptions acceptable to the County.

## **B. Definitions**

Except as otherwise provided herein, all capitalized words, terms and phrases, when used in this policy, shall have the meanings ascribed to them in the Redevelopment Powers Law, O.C.G.A. § 36-44-1, et seq., as amended.

## **C. Applications Requesting the Establishment of a New TAD**

1. Applications to establish a new Area TAD or Project Specific TAD must clearly demonstrate the properties proposed to be included in the TAD satisfy the definition of Redevelopment Area contained in the Redevelopment Powers Law cited above.
2. Applications shall also contain sufficient information to support the following findings by the County:
  - a. The Redevelopment Area on the whole has not been subject to growth and development through private enterprise and would not reasonably be anticipated to be developed without the approval of the Redevelopment Plan or includes one or more natural, historical, or cultural assets which have not been adequately preserved or protected and such asset or assets would not reasonably be anticipated to be adequately preserved, protected, or improved without the approval of the Redevelopment Plan; and
  - b. The improvement of the area is likely to enhance the value of a substantial portion of the other real property in the district.

#### **D. Applications Requesting TAD Financing**

1. Projects eligible for consideration of TAD financing assistance include, but are not limited to: mixed-use redevelopment, high-density residential, affordable housing, institutional-public, office-professional, office-distribution-technology, and light and heavy industrial. Retail-only projects will not be considered for TAD financing.
2. Applications for TAD financing may request assistance be provided in one of the following three forms:
  - a. Direct reimbursement to the applicant; or
  - b. Tax Allocation Bond or note financing; or
  - c. Rebate Agreement where a developer pays the full up-front cost of a project and is reimbursed for redevelopment costs through the tax increment over a specified number of years.
3. In deciding which method of financing to use, the prevailing factor in making the determination will be total costs involved and, in the case of bond or note financing, the marketability and security for repayment of the bonds.
4. Applications for TAD financing must clearly demonstrate the feasibility of the proposed project through market analysis, feasibility studies, product demand, absorption rates and other supporting documentation.
5. Per the County's Debt Management Policy, TAD financing may be utilized as a funding mechanism for a TAD project if it is authorized and demonstrated that a sufficient rate of return to encourage private investment is not otherwise available to the developer.
6. All TAD financing shall be structured in such a way that the County assumes no risk if there are insufficient revenues to pay debt service. Specifically, prior to moving forward with TAD financing, the developer will be required to provide a letter of credit, bond insurance, or other credit enhancement for the bonds which guarantee the full payment of principal and interest on the bonds. The County will not guarantee any Tax Allocation Bonds or notes.
7. TAD financing proceeds shall be available only to fund Redevelopment Costs.
8. The total amount of TAD financing for a project shall not exceed 15% of the total estimated project cost, excluding capitalized interest. Projects with equity contributions from the developer in excess of 15% will be viewed more favorably.
  - a. The 15% calculation shall not include costs associated with separate infrastructure projects that are to be funded independently of TAD assistance.

- b. The 15% limitation shall not apply to large redevelopment projects that have a significant public benefit but require and can support through the generation of sufficient Tax Allocation Increments, a greater degree of TAD assistance.
- 9. Applications seeking TAD financing for the development of affordable housing must set-aside a minimum of 20% of the total housing units for households making up to 80% of Area Median Income. A minimum 20-year affordability period will be required to be eligible for TAD assistance.

## **E. Application Requirements**

- 1. Preapplication Meeting. Applicants are required to meet with Gwinnett County's Economic Development Division Director to discuss a proposed TAD and/or financing request and receive the required application.
- 2. Required Submittals. Each applicant requesting the establishment of a new TAD or requesting TAD financing shall submit the following to the Economic Development Division Director:
  - a. A completed application in substantially the form contained in Section II or on such other form as may be prescribed or approved by the Economic Development Division Director.
  - b. All applications requesting the establishment of a new TAD shall be accompanied by sufficient supporting documentation to allow for a thorough review. At a minimum, the following supplemental application materials shall be submitted:
    - 1) Five copies of a proposed Redevelopment Plan that includes, at a minimum, the information contained in the definition of Redevelopment Plan set forth in the Redevelopment Powers Law.
    - 2) Supporting documentation sufficient to demonstrate the basis for all financial information contained in the proposed Redevelopment Plan. Relevant financial information includes, but is not limited to, redevelopment cost estimates, assessment valuations, estimates of the Tax Allocation Increment base, and information related to any proposed issuance of any Tax Allocation Bond.
    - 3) For Area TADs, analysis of a minimum of three (3) potential redevelopment projects that illustrate the scope of feasible redevelopment within the proposed TAD boundary. The required number of potential redevelopment projects may be increased or decreased by the Economic Development Division Director depending on the size of the proposed TAD.

- 4) For Project Specific TADs, project information required by Section I.D.2.C.
- c. All applications requesting TAD financing shall be accompanied by sufficient supporting documentation to allow for a thorough review. At a minimum, the following supplemental application materials shall be submitted:
  - 1) An independent financial feasibility study. Each application for TAD financing must demonstrate that “but for” the use of TAD financing, the project would not be economically feasible and would not be completed without the proposed TAD financing.
  - 2) Relevant development proformas, if requested by the County.
  - 3) Supporting documentation sufficient to demonstrate that the development contributes to the County’s goals set forth in the Comprehensive Plan.
  - 4) Supporting documentation to demonstrate how the final project value is reached. This includes assumptions made regarding anticipated lease rates and sales prices, comparable appraisals, and input from the Tax Assessor.
  - 5) A past 10-year trend analysis of real property values for the site in question.
  - 6) Analysis that the cost of providing services for the parcel or parcels in question to address such issues as illegal and illicit activity and/or code violations is more than what would be reasonably anticipated when compared to other areas with similar land uses.
  - 7) Three (3) 20-year projections that depict the following information:
    - (a) Value of the parcels that are the subject of the TAD request should redevelopment not occur;
    - (b) Value of the parcels should a TAD request be approved and the proposed project constructed; and
    - (c) Value of the parcels if the TAD request was not approved, but minor redevelopment did take place. Under the latter scenario, the applicant may prepare reasonable development projections based on current zoning of the subject property or some other reasonable development proposal or offer to develop that has been identified by the applicant.
  - 8) A detailed development budget that includes uses of TAD financing proceeds with all costs verified as being reasonable by an independent third-party who must provide documentation stating all development costs have been thoroughly reviewed and said costs have been determined to be reasonable and consistent with generally accepted construction industry principles and practices. TAD cost estimates and fees will be

reviewed by the County to ensure their reasonableness.

- 9) Applications that include the redevelopment of existing business areas should include the following:
  - (a) Business type of the major tenants of the TAD area
  - (b) A thorough market analysis that identifies the population areas that will be drawn from the businesses of similar types which would be competing with the TAD business area.
- 10) Evidence that the applicant:
  - (a) Has the financial ability to complete and operate the project;
  - (b) Will contribute equity (i.e., cash and/or subordinate debt) of at least 15% of the total cost of the project; and
  - (c) Has thoroughly explored alternative financing methods.
- 11) Project plans and an estimated project timeline.
- 12) Description of the qualifications and experience of applicant's development and financing team.
- 13) Description of the experience of the applicant in performing similar type developments over the past five years. Indicate the extent of the applicant's involvement in each such development.
- 14) Documentation showing the proximity of the proposed project to community assets such as schools, libraries, parks, transit, grocery stores, etc.
- d. An Application Fee in the amount of \$10,000. A portion of the Application Fee may be used for the payment of out-of-pocket expenses the County may incur in connection with review of the Application. Depending on the complexity of the application and the County's analysis thereof, the County Administrator is authorized to increase, decrease, or waive the Application Fee, with a maximum fee amount of \$15,000, and any such increased amount shall be due and payable within ten days following the date of the Economic Development Division Director's written notice of such increase. All payments will be made by checks payable to the Gwinnett County Board of Commissioners.
3. Application Deadline. Applications may be submitted at any time; however, applications for the establishment of a new TAD shall be submitted no later than August 1 of the year prior to the year in which the proposed TAD is to take effect.

## **F. Application Review**

1. Upon receipt of a completed application, the Economic Development Division Director will convene a meeting of the TAD Advisory Committee to discuss the

proposed TAD or financing request, including conformity with County policies and plans, including any previously approved redevelopment plans.

2. In addition to the Economic Development Division Director, the TAD Advisory Committee will be comprised of staff or a representative from the following County departments, agencies, and organizations:
  - a. Two representatives from the Department of Planning and Development
  - b. Department of Financial Services (including outside Financial Advisors and/or Bond Counsel, as determined by the Chief Financial Officer for Gwinnett County)
  - c. Law Department
  - d. Gwinnett Board of Education\*
  - e. Special Taxing Districts\*
  - f. Department of Transportation\*
  - g. Department of Water Resources\*

\* Representation from these departments/organizations to be determined by the Economic Development Division Director on an "as-needed" basis based on the type, size, and scope of the proposed project.

3. The County may utilize third-party consultants to assist with the analysis of the application.
4. Within sixty days of submittal an application, the TAD Advisory Committee will determine to provisionally accept or reject the application.

#### **G. Processing and Approval Process for Application Requesting the Establishment of a New TAD**

1. If the TAD Advisory Committee provisionally accepts an application requesting the establishment of a new TAD, Economic Development Division staff will coordinate with the applicant, appropriate consultants and other County staff to finalize the proposed Redevelopment Plan submitted by the applicant for consideration by the Redevelopment Agency, created pursuant to a resolution adopted by the Board of Commissioners on August 19, 2008. If a provisionally approved application for the establishment of a Project Specific TAD includes a request for TAD financing, the procedures set forth in Section I.G. are also applicable.

2. The proposed Redevelopment Plan will be submitted to the Redevelopment Agency for consideration.
3. If the proposed Redevelopment Plan is approved by the Redevelopment Agency, the proposed Redevelopment Plan will be submitted by the Redevelopment Agency to the Board of Commissioners.
4. Within the 60-day period after the proposed Redevelopment Plan is submitted, the Board of Commissioners will hold at least one public hearing on the proposed Redevelopment Plan to be advertised in accordance with O.C.G.A. § 36-44-7, as amended.
5. Within 45 days after completing the public hearing(s), the Board of Commissioners shall schedule and hold a meeting, advertised in accordance with O.C.G.A. § 36-44-7, as amended, to consider the approval of the proposed Redevelopment Plan.
6. The requested TAD is created by the Board of Commissioner's adoption of a Resolution that approves the Redevelopment Plan and satisfies the requirements of O.C.G.A. § 36-44-7(3), as amended. If the Redevelopment Plan and request for establishment of a TAD are rejected by the Board of Commissioners, the Redevelopment Plan shall be returned to the Redevelopment Agency and shall be subject to statutory public hearing requirements if it is again submitted to the Board of Commissioners for approval, either in the same or amended form.
7. If the Redevelopment Plan includes Ad Valorem Property Taxes levied for county school district purposes in the computation of the Tax Allocation Increment for the TAD, the Gwinnett County Board of Education must consent to such inclusion by a duly adopted resolution.
8. No later than the effective date of the creation of the TAD, the Redevelopment Agency will apply, in writing, to the Georgia Revenue Commissioner for a determination of the Tax Allocation Increment Base of the approved TAD.
9. An approved TAD would be created effective December 31 of the year of creation.

## **H. Processing and Approval Process for Application Requesting the TAD Financing**

1. If the TAD Advisory Committee provisionally accepts an application for a TAD financing, including requests for TAD financing contained in an application for a Project Specific TAD, Economic Development Division staff will coordinate with the applicant, appropriate consultants and other County staff to prepare a draft TAD financing plan and to begin negotiating TAD development agreement terms.

2. Upon completion of a draft TAD financing plan and development agreement terms that are amenable to the applicant, these items may be presented to the Redevelopment Agency for consideration.
3. If the Redevelopment Agency approves a financing plan that does not include the issuance of Tax Allocation Bonds, the Redevelopment Agency may approve the development agreement and any other documents deemed necessary for the implementation of the financing plan.
4. If the Redevelopment Agency approves a financing plan that includes the issuance of Tax Allocation Bonds, the issuance of any Tax Allocation Bonds shall be by resolution of the Board of Commissioners approving the issuance of the Bonds and the development agreement.
5. If approved, the applicant will not receive TAD funds until a development or building permit is issued for the project.

#### **I. Reimbursement of Expenses**

All successful applicants will be responsible for prompt repayment of all out-of-pocket expenses that the County may incur in connection with the review of applications (in excess of any expenses paid from the Application Fee) or thereafter related directly to the TAD, including, without limitation, fees and expenses of the County's financial advisor and special counsel. The repayment of expenses shall not exceed \$15,000.

#### **J. Term**

1. Once a TAD is created, the TAD will remain in existence until the County, by resolution, dissolves the TAD; provided, however, that no such resolution will be adopted until all Redevelopment Costs, including debt service, are paid in full.
2. The maximum period for which any TAD financing may be established is 25 years, with earlier bond repayment substantiated by projections of excess Tax Allocation Increments based on reasonable assumptions acceptable to the County.

#### **K. Exceptions**

Certain requirements associated with applications for the establishment of TADs and TAD financing may be waived if it is deemed to be in the best interest of the County and necessary in order to encourage the development of an especially unique or distinctive development or amenity that will serve as a smart-growth model for future projects or as a catalyst project to spur redevelopment in surrounding areas.

## **L. Accountability**

1. Approval of TAD financing is subject to the following:
  - a. If the TAD financing is being recommended based upon job/housing creation criteria, language will be included in the Development Agreement stipulating that additional TAD financing may be withheld by the County or, if such assistance is on a pay-as-you-go basis, the County's obligation to the applicant may be reduced if satisfactory evidence is not shown that the indicated number and quality of jobs have been generated.
  - b. If businesses are to be relocated from other areas of the County, sufficient justification must be included in the Application to indicate why such relocation should be considered.
2. Commencing in the second calendar year following the creation of a TAD, and continuing each year so long as such TAD is in effect, an annual report containing the following information shall be prepared by the Economic Development Division Director for the Redevelopment Agency:
  - a. The amount of positive Tax Allocation Increments and the use of such funds,
  - b. As to each TAD created within the city limits of any city located in the County, a listing of all real property and personal property located in the TAD, and
  - c. A copy of the annual audit of the TADs.

## **SECTION II. APPLICATION FORMS**

## **TAX ALLOCATION DISTRICT**

## TAD CREATION APPLICATION

The following items, as applicable, must be addressed and documented. Include attachments where necessary.

## GENERAL INFORMATION

(Complete One Page for Each Development/Equity/Financial Partner)

Contact Name and Title: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Business Form: Corporation \_\_\_\_\_ Partnership \_\_\_\_\_ Sole Proprietorship \_\_\_\_\_

Other: \_\_\_\_\_

State of Incorporation or Organization: \_\_\_\_\_

Years in Business: \_\_\_\_\_ Years doing business in Gwinnett County Business: \_\_\_\_\_

**Brief Description of the Business and Interest in Creation of New TAD:**

## **DESCRIPTION OF PROPOSED TAD**

Proposed TAD Name:

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Total Acreage of Proposed TAD: \_\_\_\_\_

Attach the following:

- Current Conditions
- Proposed TAD Boundary
- Listing of parcels proposed to be included in the TAD

## **DOCUMENTATION SUPPORTING CREATION OF TAD**

The following submittals are required in support of an application for a new TAD:

- Documentation sufficient to demonstrate that the properties proposed to be included in the TAD satisfy the definition of Redevelopment Area.
- Sufficient information to support a finding by the County that the improvement of the area is likely to enhance the value of a substantial portion of the real property in the TAD.
- Sufficient information to support a finding by the County that the Redevelopment Area on the whole has not been subject to growth and development through private enterprise and would not reasonably be anticipated to be developed without the approval of the Redevelopment Plan or includes one or more natural, historical, or cultural assets which have not been adequately preserved or protected and such asset or assets would not reasonably be anticipated to be adequately preserved, protected, or improved without the approval of the Redevelopment Plan.
- Five (5) copies of a proposed Redevelopment Plan that includes, at a minimum, the information contained in the definition of Redevelopment Plan.
- Supporting documentation sufficient to demonstrate the basis for all financial information contained in the proposed Redevelopment Plan. Relevant financial information includes, but is not limited to, redevelopment cost estimates, assessment valuations, estimates of the Tax Allocation

Increment base, and information related to any proposed issuance of any Tax Allocation Bond.

- ( ) For Area TADs, analysis of a minimum of three (3) potential redevelopment projects that illustrate the scope of feasible redevelopment within the proposed TAD boundary. The required number of potential redevelopment projects may be increased or decreased by the Economic Development Division Director depending on the size of the proposed TAD.
- ( ) For Project Specific TADs, an Application for TAD Financing must also be submitted.

#### **SUBMITTAL OF FORMS/APPLICATION FEE/COSTS**

Applicants requesting the creation of a new TAD are required to complete and submit the following materials no later than August 1 of the year prior to the year in which the proposed TAD is to take effect:

1. Application and supporting materials.
2. A non-refundable Application Fee initially payable in the minimum amount of \$10,000, provided that the County Administrator may increase, decrease, or waive the Application Fee to a maximum amount of \$15,000 depending on the complexity of the application and the County's analysis thereof. Any such increased Application Fee amount is due and payable within ten (10) days following the date of the County Administrator's written notice of such increase. All payments shall be made by checks made payable to the Gwinnett County Board of Commissioners.

All successful applicants will be responsible for prompt payment of all out-of-pocket expenses that the County may incur in connection with the application (in excess of any expense paid by the County from the Application Fee) or thereafter related directly to any requested TAD financing (for Project Specific TADs), including, without limitation, fees and expenses of the County's financial advisor and special counsel.

### **Application Certification**

I certify that the information contained in this application is accurate and complete to the best of my knowledge. I further certify that all of the above listed items have been addressed and included in this new TAD application packet. I further certify that, for Project Specific TADs, construction has not begun as defined in Gwinnett County's TAD guidelines. I further certify that the applicant does not owe any outstanding taxes or fees to Gwinnett County.

Printed Name of Applicant: \_\_\_\_\_

Signature of Applicant (Contact): \_\_\_\_\_ Date: \_\_\_\_\_

**TAX ALLOCATION DISTRICT  
FINANCING APPLICATION**

The following items, as applicable, must be addressed and documented. Include attachments where necessary.

## GENERAL INFORMATION

(Complete One Page for Each Development/Equity/Financial Partner)

Contact Name and Title: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Business Form: Corporation \_\_\_\_\_ Partnership \_\_\_\_\_ Sole Proprietorship \_\_\_\_\_

Other: \_\_\_\_\_

State of Incorporation or Organization: \_\_\_\_\_

Years in Business: \_\_\_\_\_ Years doing business in Gwinnett County Business: \_\_\_\_\_

#### Brief Description of the Business and Role in the Development:

## DESCRIPTION OF PROPOSED TAD PROJECT

Project Name: \_\_\_\_\_

Project Address or Location: \_\_\_\_\_

Acres: \_\_\_\_\_ Total Building SF: \_\_\_\_\_

Check All Land Uses that Apply:

Mixed-Use  High Density Residential

Institutional  Public

Office- professional  Office- distribution

Office- technology  Commercial- retail

Light industrial  Heavy industrial

Affordable Housing  Other (Please Specify) \_\_\_\_\_

Current Zoning: \_\_\_\_\_

Proposed Zoning: \_\_\_\_\_

Attach the following plans:

Current Conditions

Project Site Plan

Architectural Renderings/Conceptual Drawings

Other Available Plans or Renderings

## ESTIMATED PROJECT COSTS

Specify dollar amounts associated with the following (or attach proformas):

Land acquisition: \_\_\_\_\_

Site development: \_\_\_\_\_

Construction cost: \_\_\_\_\_

Architectural/engineering fees: \_\_\_\_\_

Demolition: \_\_\_\_\_

Environmental remediation: \_\_\_\_\_

Public works projects: \_\_\_\_\_

Legal fees: \_\_\_\_\_

Financing costs: \_\_\_\_\_

Broker costs: \_\_\_\_\_

Contingencies: \_\_\_\_\_

Finance charges: \_\_\_\_\_

List all other project costs:

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**Total estimated project costs:**

Provide a detailed development budget that includes uses of TAD financing proceeds with all costs verified as being reasonable by an independent third-party who must provide documentation stating all development costs have been thoroughly reviewed and said costs have been determined to be reasonable and consistent with generally accepted construction industry principles and practices. TAD cost estimates and fees will be reviewed by the County to ensure their reasonableness.

## **SOURCES OF PROJECT FUNDING**

Specify dollar amounts for the following to demonstrate the applicant has the financial ability to complete and operate the project:

Equity: \_\_\_\_\_

Bank loan: \_\_\_\_\_

TAD financing: \_\_\_\_\_

Direct reimbursement

Tax Allocation Bond or note financing

Rebate Agreement

Other funding sources (list specific source along with dollar amounts):

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**Total dollar amount of project funding:** \_\_\_\_\_

Provide a description of all efforts made to thoroughly explore alternative financing methods:

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Provide attachments that demonstrate the feasibility of the proposed project through market analysis, feasibility studies (including an independent financial feasibility study),

product demand, absorption rates and other supporting documentation.

## ESTIMATED ELIGIBLE COSTS TO BE FUNDED WITH TAD FINANCING

Specify dollar amounts that TAD funding will be used for to demonstrate funding is proposed to be used for eligible expenditures:

( ) Land acquisition (public use only): \_\_\_\_\_

( ) Public Infrastructure:

( ) Roads/Sidewalks: \_\_\_\_\_ Water/Sewer: \_\_\_\_\_

( ) Parking Decks: \_\_\_\_\_ Other: \_\_\_\_\_

( ) Site development: \_\_\_\_\_

( ) Construction Cost: \_\_\_\_\_

( ) Architectural/engineering fees: \_\_\_\_\_

( ) Legal fees: \_\_\_\_\_

( ) Surface Parking lot/landscaping: \_\_\_\_\_

( ) Structured Parking Deck: \_\_\_\_\_

( ) Other costs (List specific item along with dollar amounts):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total amount of TAD financing requested: \_\_\_\_\_ Indicate the amount of TAD financing requested as a percentage of total estimated project cost:

*\*TAD financing shall not exceed 15% of the total estimated project cost, excluding capitalized interest.*

Provide attachments to demonstrate that the tax allocation increments and/or economic activity taxes expected to be generated will be sufficient to provide at least 1.20 times the coverage of the projected debt service on any such tax allocation bonds or notes.

Total present assessed value of TAD parcels: \_\_\_\_\_

Estimated assessed value of TAD parcels upon completion: \_\_\_\_\_

Provide supporting documentation to demonstrate how the final project value is reached. This includes assumptions made regarding anticipated lease rates and sales prices, comparable appraisals, and input from the Tax Assessor.

### **PROJECT CONSTRUCTION SCHEDULE**

Provide construction schedule information:

Land acquisition completion: \_\_\_\_\_

Site development completion: \_\_\_\_\_

Vertical construction start: \_\_\_\_\_

Vertical construction completion: \_\_\_\_\_

Sale/lease of development project: \_\_\_\_\_

Other: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### **OTHER ATTACHMENTS—REQUIRED**

- ( ) Supporting documentation sufficient to demonstrate that the development is consistent with the approved Redevelopment Plan and contributes to the County's goals set forth in the Comprehensive Plan.
- ( ) Provide the past 10 years trend analysis of real property values for the site in question as certified by the Gwinnett County Tax Assessor.
- ( ) Provide a comprehensive analysis that indicates that the cost of providing services for the parcel(s) to be redeveloped is more than what would be reasonably anticipated when compared to other areas. Address such issues as illegal and illicit activity and/or code violations.

- ( ) Provide 20-year projections that depict the following three scenarios:
  - a. Value of the parcel(s) that is/are the subject of the TAD financing request should redevelopment not occur.
  - b. Value of subject parcel(s) should this TAD financing request be approved.
  - c. Value of the parcel(s) if the TAD financing request was not approved but redevelopment did take place (i.e., past proposals to develop).
- ( ) If the TAD financing application includes the redevelopment of existing business areas, include the following:
  - a. Business type of the major tenants of the TAD area.
  - b. A thorough market analysis that identifies the population areas that will be drawn from; and the businesses of similar types which would be competing with the TAD redevelopment area.
- ( ) If the TAD financing application is being supported based upon job creation potential, provide the following:
  - a. A list of the following job types: 1) professional/managerial, 2) technical/skilled, and 3) semi-skilled/unskilled.
  - b. For each job type provide: 1) number of existing full time (FT) and part time (PT) jobs, 2) projected number of FT and PT jobs after project completion, and 3) wage (range) for each position type. Please note: TAD assistance may be withheld by the County or the County's obligation to the applicant may be reduced, if satisfactory evidence is not shown that the indicated number and quality of jobs have been generated.
- ( ) If the TAD financing application proposes to redevelop underperforming neighborhoods, provide a relocation plan for current residents.
- ( ) Estimate the amount of 'halo effect' that would likely result from a project based on reasonable assumptions over the life of the TAD financing.
- ( ) Project plans (and associated redevelopment plan) must be submitted at the time of application.
- ( ) Include any other information necessary to demonstrate substantial public benefit and describe the manner by which the applicant proposes to eliminate blight, reduce crime, strengthen the employment and economic base of the County, increase property values and tax revenues, decrease poverty, create economic opportunity, and/or redevelop underperforming neighborhoods and underutilized commercial lots.

## **SUBMITTAL OF FORMS/APPLICATION FEE/COSTS**

Applicants requesting TAD financing assistance are required to complete and submit the following materials:

1. Application and supporting materials.
2. An Application Fee initially payable in the minimum amount of \$10,000, provided that the County Administrator may increase, decrease, or waive the Application Fee to a maximum amount of \$15,000 depending on the complexity of the application and the County's analysis thereof. Any such increased Application Fee amount is due and payable within ten (10) days following the date of the County Administrator's written notice of such increase. All payments shall be made by checks made payable to the Gwinnett County Board of Commissioners.

All successful applicants will be responsible for prompt payment of all out-of-pocket expenses that the County may incur in connection with the application (in excess of any expense paid by the County from the Application Fee) or thereafter related directly to the TAD financing, including, without limitation, fees and expenses of the County's financial advisor and special counsel.

### **Application Certification**

I certify that the information contained in this application is accurate and complete to the best of my knowledge. I further certify that all of the above listed items have been addressed and included in this TAD financing application packet. I further certify that construction has not begun as defined in Gwinnett County's TAD guidelines. I further certify that the applicant does not owe any outstanding taxes or fees to Gwinnett County.

Printed Name of Applicant: \_\_\_\_\_

Signature of Applicant (Contact): \_\_\_\_\_ Date: \_\_\_\_\_