



Office of Community + Economic Development

URBAN RENEWAL AGENCY

31 South Main Street

Fairport, New York 14450

www.fairportoced.org

Fairport Urban Renewal Agency Application for Financial Assistance

Contact: Martha M. Malone

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Phone: 585-421-3240

Office Hours: 8 – 4 M-F

I. APPLICANT

A. Company Name _____

Address _____

City/State/Zip _____

B. Company Officer Completing this Application

Name _____

Title _____

Telephone _____

Email _____

C. Type of Business

- Sole Proprietorship
- Partnership
- Privately Held Corporation
- Public Corporation

D. Principal Officers

Name

Corporate Title

E. Principal Stockholders (Owners of 15% or more of company)

F. Bank References

G. Has the Applicant (or any related Company) been involved in any prior financing, whether by this Agency, or by any financial institution, in the County in which this project is located?

- Yes (If yes, please describe by attachment)
- No

H. Applicant's Legal Counsel

Firm _____

Address _____

Telephone _____

Attorney's Name _____

Email _____

II. PROJECT INFORMATION

A. Project Name _____

B. Location of Proposed Project

C. What type of project are you proposing?

Residential

of total residential units planned: _____

of affordable residential units planned: _____

Mixed-Use

of total residential units planned: _____

of affordable residential units planned: _____

of total commercial units planned: _____

Proposed tenants: _____

D. Will project meet zoning requirement at proposed location?

Yes No

E. Description of Project

Demolition

New construction

Adaptive reuse

Addition to existing building

Rehabilitation of existing building

Acquisition of existing building

Acquisition and rehabilitation of existing building

Other (specify) _____

F. If project involves the purchase of an existing building, please describe on an attached sheet the overall size of the property, its primary tenants, its need for alternate location or expansion, and its marketing plan.

G. Attach a general narrative

description of the project, emphasizing

☒ Company experience/organizational

capacity to implement project

☒ Goals of the project

☒ Priority needs that project will address (reduction of blight, urban revitalization)

☒ Total number / characteristics of people who will be served

☒ Factors in marketplace requiring added residential space

☒ Total project cost, proposed use of requested funds, company equity

Please include map of proposed site

III. PROJECT CONSTRUCTION SCHEDULE

A. What is the proposed commencement date of construction or acquisition of the project?

B. Please outline the timetable for the project, indicating when the project will be in full use. _____

C. At what times and in what amounts will funds be required?

IV. PROJECT COSTS

Please estimate the costs necessary for the construction, acquisition, rehabilitation, improvement, and or equipping of the project.

Item	Amount
Land	\$ _____
Buildings	\$ _____
Architect/Engineering Fees	\$ _____
Site Work	\$ _____
Cost of Financing (Legal, Financial)	\$ _____
Construction Loan Fees/Interest	\$ _____
Other (please specify)	\$ _____
Total Project Cost	\$ <u>_____</u>

A. Attach copies of preliminary plans or sketches of project along with photo of site, existing facility, etc.

B. Legal owner of the site

C. Is there an existing or proposed lease for the project? Yes No

D. Is there a purchase option or other legal or common control in the project?
 Yes No

E. Utilities on Site
 Municipal Water _____
 Municipal Sewer _____
 Electricity _____
 Gas _____

V. PROJECT FINANCING

Commercial Loan, Required Amount \$ _____

Terms Requested: _____

Bond Issuance, Principal Bond Amount \$ _____

Terms of Bond: _____

Commercial Lender, Secured Amount \$ _____

Company Equity, Pledged Amount \$ _____

What portion of the project's cost is to be financed from funds of the company rather than from the proposed bond issue? _____

If the company expects the bond issue to exceed \$1,000,000 what is the dollar value of capital expenditures that the company, or any related company or person has expended within the last three years in the municipality in which the proposed project is to be located, or expects to expend in that municipality three years after the bond issue? \$ _____

VI. ENVIRONMENTAL ASSESSMENT

New York State law requires that an Environmental Assessment Form (EAF) be completed and submitted along with this application. The EAF is enclosed for your convenience. Attach EAF that was submitted to municipality, and SEQR finding.

Has the company made any arrangements for the marketing or purchase of the bonds? Yes No
If yes, please explain

VII. FINANCIAL INFORMATION/CERTIFICATION

Please attach only those statement and reports that apply:

A. Financial Statements for the last two years (*Federal and/or State Tax Returns, P+L, Balance Sheet, Net Assets Summary, Cash Flow Statements*)

B. Company’s Annual Reports (Form 10-K) for the two most recent fiscal years

C. Quarterly reports (Form 10-Q) and current reports (Form 8-K) since the most recent Annual Report

In addition, please attach the financial information described above in Items A, B, and C of any expected Guarantor of the proposed Bond issue if different than the company.

The information contained in this Application for Financial Assistance is true and correct. The Applicant is aware that any material misrepresentation made in this Application constitutes an act of fraud, resulting in revocation of benefits.

The Agency will use this information to determine eligibility for financial assistance. A credit report may be obtained as part of the Agency’s review. By signing this application, the company consents to the Agency performing its due diligence; to contact trade and bank references; to obtain a credit report; and to search state or federal records to verify the information in the application is correct.

Information in this application will not be made public prior to the passage of an official action resolution by the Agency. After Agency action, this information may be subject to disclosure under the New York Freedom of Information Act.

Signature of Applicant Authorized to Complete the Application:

X _____

Date _____

Signature of User/Tenant Company

X _____

Date _____

APPENDIX A
AGENCY FEES

I. Application Fee

a. For commercial loans, a \$250 non-refundable application fee will be charged to the Applicant.

II. Administrative Fee – Paid at Closing

- b. For tax-exempt IRB bond issues, the fee shall be one percent (1%) of the project amount. For projects that utilize a payment-in-lieu-of-taxes (PILOT) agreement, an additional one-quarter percent ($\frac{1}{4}$ %) will be added.
- c. For sale/leaseback transactions and taxable bond issues, the fee shall be one-half percent ($\frac{1}{2}$ %) of the project amount. For projects that utilize a payment-in-lieu of taxes (PILOT) agreement, an additional one-quarter percent ($\frac{1}{4}$ %) will be added.
- d. For modifications, the fee shall be determined on a case-by-case basis.

III. Agency Counsel fee will be determined on a case-by-case basis.

IV. Designated Bond Counsel fee is based on the complexity and amount of the transaction.

Name of Applicant _____

Applicant Signature _____

Title _____

Date _____