



# CITY OF TOPEKA

## Application for Creation of a RHID Housing Development Plan

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

ADDRESS: \_\_\_\_\_

PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_

**Please complete the following items.**

1. Provide a narrative describing the overall development plan specifically addressing how the plan meets the policy goals of the Housing Study.

2. Provide a legal description of the proposed project area if such project area is not coterminous with the district boundaries.

3. As ***Exhibit A***, include a map of the proposed project area if such project area is not coterminous with the district boundaries.

4. As ***Exhibit B***, attach a table (Excel format preferred) listing (i) each parcel within the proposed project area, listing the current Shawnee County assessed valuation of land and improvements separately and (ii) the property owner's name and address for each parcel.

5. As ***Exhibit C***, include a narrative and a graphical description of the housing and public facilities that the developer will construct or improve, and the location of each within the project area.

6. Provide a narrative describing any improvements the developer expects the City to make to support the planned project, including any on or off-site public infrastructure and coordination with other public agencies, etc.

7. Identify a listing of names, addresses and specific interests in real estate in the project area of the housing developer(s) responsible for development of the housing and public facilities in the project area.

- For the purposes of this requirement, “housing developer(s)” means both the name of the business entity or entities, and the natural person comprising the ownership of such entity or entities.

<u>Name</u>	<u>Address</u>	<u>Related Interests</u>



12. Provide a detailed description of the contractual assurances the developer is willing to make, including any financial guarantees it is willing to provide, to “guarantee the financial feasibility” of the project, all as required by K.S.A 12-5245(a)(6) (together, the “Plan Pre-Application”), along with commercially reasonable information evidencing developer’s financial and operational capabilities to effect the proposed project as presented.

CERTIFICATION OF APPLICANT

APPLICANT HAS RECEIVED AND REVIEWED THE CITY'S RURAL HOUSING INCENTIVE DISTRICT POLICY (RESOLUTION NO. 9379). THE APPLICANT UNDERSTANDS AND AGREES TO THE TERMS OF THE POLICY, INCLUDING PAYMENT OF THE REQUIRED FEES.

AS OF THE DATE OF APPLICANT'S EXECUTION OF THIS APPLICATION, TO THE BEST OF THE APPLICANT'S KNOWLEDGE, THE INFORMATION CONTAINED WITHIN THIS APPLICATION IS TRUE AND CORRECT.

By: \_\_\_\_\_  
Signature of Authorized Agent for Entity

Title: \_\_\_\_\_

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

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

This document was acknowledged before me on \_\_\_\_\_ by \_\_\_\_\_  
\_\_\_\_\_

Notary Public  
My commission expires: \_\_\_\_\_

## **EXHIBIT A**

Insert or attach here:

## **EXHIBIT B**

Insert or attach here:

## **EXHIBIT C**

Insert or attach here:



## **EXHIBIT D**

Insert or attach here:

## **EXHIBIT E**

Insert or attach here:

## **EXHIBIT F**

Insert or attach here: