

ANNE ARUNDEL COUNTY
Office of Finance
Controller
44 Calvert Street
Annapolis, Maryland 21401
410 222-1781(phone) 410 222-1354 (fax)

APPLICATION FOR A SPECIAL TAX DISTRICT

APPLICANT: _____

ADDRESS: _____

PHONE NO.: _____

FAX NO.: _____

E-MAIL: _____

CONTACT PERSON: _____

PROJECT NAME: _____

For the purposes of this application, the term “Development” includes all public infrastructure and private development within the area District proposed by the Applicant. The term “Private Development” refers to the development within the District which will not be financed by the special tax.

Please supply ten (10) copies of the following information:

1. Provide relevant information on the Applicant’s background and development experience.
2. Provide ownership information on the Applicant.
3. Provide names, addressees and contact information for the development team, including the engineer, architect, land planner, financial advisors, and attorneys.
4. Identify the area of the proposed Special Taxing District by address and Tax Map parcel number(s). Include a map outlining the proposed area of the District. Provide current assessments for land and improvements for each parcel.
5. Describe the Development, including identification of uses (i.e., residential, retail, office, etc.), the density of each use and the phasing schedule for the Development.
6. List all owners of the property proposed to be included in the District. If the Applicant(s) does not hold legal title to the property, describe the Applicant’s interest in all property to be included within the District.
7. What is the current zoning of the property described in Item No. 4? Will further zoning approvals be required?
8. What other county or state land development approvals, including adequate public facilities, will be required for the Development? Which, if any, have been obtained?
9. Attach plans or drawings which depict the Development.
10. Is public water and sewer available to serve the proposed Development and has it been allocated for the project?
11. Describe why creating a special taxing district is superior to other financing mechanisms from a public interest perspective; including:
 - a. Provide information on all alternative methods of financing that have been explored.
 - b. Provide a list of all development costs and estimated revenues through the proposed term of the special tax district financing.
 - c. Provide an explanation of the circumstances generating the needed for special taxing district financing (as opposed to commercial financing).
12. Identify sources, amounts, and status of all debt financing and/or equity funding available to complete the Development. Does the Applicant anticipate the debt to be privately financed by a construction lender or developer or publicly sold? Please provide debt financing information in the following format:

<u>Source</u>	<u>Amount</u>	<u>Term</u>	<u>Status</u>	<u>Contact Person</u>	<u>Phone No.</u>
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13. State separately the cost(s) associated with the development of the public infrastructure and the Private Development. Identify which costs you propose to fund with the District and the proposed time frame for repaying that obligation. Include how public infrastructure or services not financed by the special tax will be funded.
14. Provide a market study or other financial analysis acceptable to the County supporting the economic feasibility of the Private Development including project phasing, if applicable, and projected land absorption within the District.
15. Provide a schedule of proposed District financings and their purpose.

16. Discuss the District's proposed financing structure and how debt service is paid.
17. Describe the methodology for determining special assessments within the District.
18. Describe how the Development conforms to the County's General Plan and any other relevant County plans (Economic Development Authority Plan, Recreation and Parks Master Plan, etc.).
19. Provide evidence substantiating that the Applicant has sufficient financial resources to obtain the private financing necessary to complete the Development.
20. Will the Private Development qualify for any County, State or Federal tax credits?
21. What will be the impact of the District on any existing businesses in the District or in areas in proximity to the District?
22. Describe any affordable housing components of the Private Development.
23. Describe any environmental hazards or contamination on the property.
24. Describe the economic and quality of life benefits of the proposed project to the County.
25. Provide any other information which supports how the Development meets the Special Tax District Guidelines (the "District Guidelines") adopted by the County.
26. Provide any other financial, geographical, or logistical information that may be subsequently requested.

By signing this application, the Applicant agrees to the following:

1. The Applicant will pay all costs incurred by the County associated with processing this application, including, without limitation, costs of consultants' review of financial data, outside legal counsel, and administrative expenses in reviewing the Special Taxing District application.
2. The Applicant acknowledges that the County agrees not to disclose confidential commercial information clearly marked by the Applicant as such, except as required by law. The Applicant understands that the County is a government agency which by law may be required to disclose certain information and that the Applicant's designation of confidentiality is not necessarily conclusive. The Applicant may be required to provide justification why such material will not be disclosed under Maryland's Public Information Act and/or county law. In the event of a request for records previously designated by the Applicant as confidential, the County will endeavor to notify Applicant so that Applicant may take such action it deems appropriate to protect its interests, but is not required to file suit or to assert within any litigation whether brought by the County or some other person the confidentiality of the information.
3. The Applicant certifies that all information provided in this application is accurate to the best of its knowledge, information and belief.
4. The Applicant acknowledges that it has reviewed the Special Taxing District Guidelines.
5. The Applicant acknowledges that the ability to utilize Special Taxing District financing is not a right or entitlement established by State or County law or the County's special taxing district guidelines.

Applicant:

By: _____

Name: _____

Title: _____