



Please send complete applications and attachments to:
Dept. of Housing & Neighborhood Development
City of Knoxville
400 Main Street, Suite 532 Knoxville, TN 37902

Department of Housing & Neighborhood Development

Application for Payment in Lieu of Taxes for Affordable Housing

Version 09/2022

** Please note where supplementary material is required.*

DATE: _____

This PILOT application is applicable to projects applying for and/or awarded Low Income Housing Tax Credits through Tennessee Housing Development Agency.

APPLICANT:

Company Name _____

Mailing Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____

Email _____

COMPANY REPRESENTATIVE TO BE CONTACTED:

Name _____

Title _____

Mailing Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____

Email _____

Description of Principle Business _____

NAME AND ADDRESS OF ANY OF THE FOLLOWING INVOLVED IN THE PROJECT:

Applicant's Legal Counsel:

Name _____ Title _____

Mailing Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____

Department of Housing & Neighborhood Development

*Application for Payment in Lieu of Taxes for Affordable Housing –
Continued*

Project Engineer:

Name _____ Title _____

Mailing Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____

Project Architect:

Name _____ Title _____

Mailing Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____

General Contractor:

Name _____ Title _____

Mailing Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____

PROJECT LOCATION/OWNERSHIP:

Street Address _____

* GIS Map. Please attach with general location of site indicated. Done Yes No

* Attach a copy of deed (or surveyor's description) detailing legal description. Done Yes No

Who owns the property at this time? _____

What is the property's use at this time? _____

Is the property located in a current or proposed City of Knoxville Redevelopment Area? Yes No

PROJECT DESCRIPTION:

Give a brief description of the intended use for this property after the project is completed

** Description and drawings of existing and proposed improvements attached* Done Yes No

Describe parking needs associated with the project and how needs will be met

Describe location and system for garbage and recycling collection

TAX INFORMATION:

Obtain latest property tax statement from Knox County Assessor's Office (include both real and any existing tangible personal property). All outstanding City and County taxes must be paid in full prior to development assistance requests being approved.

Tax parcel ID number(s) _____

Current assessment(s) _____

Current tax bill City _____ County _____

Is project located in Central Business Improvement District (sales tax recapture area)? Yes No

Department of Housing & Neighborhood Development

***Application for Payment in Lieu of Taxes for Affordable Housing –
Continued***

CAPITAL INVESTMENT:

* *Attach a copy of the complete pro-forma for this project.*

Done Yes No

Total project cost _____

Summarize project costs - land cost, construction estimates, professional services, other soft costs, etc:

Financing plan description including a statement of sources and uses of funds:

Any other information as requested for this project by the City of Knoxville:

CONSTRUCTION TIMELINE ESTIMATE:

Start Date: Month _____ Year _____

Completion Date: Month _____ Year _____

Department of Housing & Neighborhood Development

Application for Payment in Lieu of Taxes for Affordable Housing – Continued

PUBLIC BENEFITS:

Number of affordable units created: New Construction _____ Rehabilitated _____

Term of affordability _____

Targeted incomes of tenants _____

Describe how this project will create potential for other development or serve to meet a community need:

Describe project's design compatibility with immediate area/neighborhood:

Will the project be constructed to LEED™ or ENERGY STAR® certification standards? Yes No

Describe environmental or energy-efficiency features of the project:

Describe any public benefits not outlined above:

8 Ydartment cZHousing & Neighborhood Development

*Application for Payment in Lieu of Taxes for Affordable Housing –
Continued*

ASSISTANCE REQUESTED:

Describe specific actions or financial assistance requested from the City:

Will additional financial assistance be requested from the City?(i.e. ARDF, Rental Rehab) Yes No

If yes, describe:

Complete application and attachments should be sent to:

Department of Housing & Neighborhood Development
City of Knoxville
400 Main Street, Suite 532
Knoxville, TN 37902

Questions? Contact Amy Brooks, Director, Housing & Neighborhood Development
Email: abrooks@knoxvilletn.gov
Phone: 865-215-2865