

**ST. LOUIS
ENHANCED ENTERPRISE ZONE SUBMITTAL REQUIREMENTS
FOR TAX ABATEMENT**

In order for St. Louis Development Corporation (“SLDC”) staff to prepare an application for Tax Abatement in the Enhanced Enterprise Zone (“EEZ”), all applicable information on the attached Summary of Information must be submitted by the first of the month in which the Applicant is to be considered by the EEZ Board. Applications received after the first of the month will be included on the agenda of the following month.

Once an application is prepared, it must be reviewed and approved by the EEZ Board prior to submittal to the Board of Aldermen for its approval by Resolution. The Housing, Urban Development and Zoning Committee (“HUDZ”) of the Board of Aldermen must hold a public hearing prior to passage.

The applicant should plan to attend both the EEZ Board meeting, as well as the HUDZ public hearing.

Once the Resolution is by the Board of Aldermen, the Applicant and the Executive Director of the EEZ must sign a Redevelopment. A fully executed agreement will be sent to the Applicant.

The Applicant will work with St. Louis Agency on Training and Employment (“SLATE”), to establish a recruitment and training program and establish reasonable goals for City resident participation. The applicant shall also fully comply with Executive Order #28 dated July 24, 1997 as extended, relating to minority and women owned business participation in the development of the project.

Upon completion of the improvements, the applicant shall request SLDC to issue a Certificate of Completion. After inspection of the property and a determination by SLDC that all improvements have been made in accordance with the terms and conditions of the Agreement, a Certificate of Completion will be sent to the Assessor, who shall then implement the real estate tax abatement.

FEES: The applicant shall submit a processing fee at the time he signs and returns the Redevelopment Agreement to SLDC. The fee, in the form of a check made out to St. Louis Development Corporation, shall be \$500.00 for development of less than \$1 million, and \$1,000.00 for development greater than \$1 million.

**SUMMARY OF INFORMATION REQUIRED BY THE ENHANCED
ENTERPRISE ZONE BOARD FOR AN ENHANCED ENTERPRISE ZONE
APPLICATION**

Date of Application _____

Business Name _____

Business Address _____

City/State/Zip Code _____

Business Phone Number w/Area Code _____

1. **Amount of investment (\$)** _____
2. **Number of new jobs created** _____
3. **Business is:** New _____ Expanding w/I EEZ _____ Relocating into EEZ _____
4. **Site of Business:** Owned _____ Leased _____
5. **Legal description and map of site: Attach additional documentation if needed**
6. **Condition of building (s) and land: Describe AND include photos**
7. **Existing jobs: full time** _____ **part time** _____
8. **Proposed objective of development (rehabilitation, new construction) – include rehab/construction costs. You must use attached pro forma as a guide.**
9. **Proposed use, (warehouse, office, etc.) for each building in the Area**
10. **Proposed on-site parking, number of spaces/ratio** _____
11. **Proposed changes in street and/or alley patterns – if any.**
12. **Proposed changes in utilities – if any.**
13. **Public improvements needed – if any.**
14. **Property acquisition required by applicant: anticipated Acquisition cost \$** _____
15. **Proposed timeline w/completion dates or phases of project.**
17. **Square footage of proposed new construction and/or rehabilitation.**
17. **Proposed method of financing: Terms of loan** _____ **years** _____ **%**
18. **A set of preliminary design plans, including Site Plan**
19. **Photos of the pre-improved building (s) or vacant land**
20. **Letter of support for project from Alderman of the Ward.**

Subject Property Spreadsheet

Financing Information	
Loan Amount	\$ -
Interest Rate	%
Amortization (Years)	0
Mortgage Konstant	#DIV/0!
Interest Only Financing?	no
Monthly Debt Service Payment	#DIV/0!

Subordinated Debt Assumptions	
Loan Amount	\$ -
Interest Rate	%
Amortization (Years)	30
Mortgage Konstant	0.00000
Monthly Debt Service Payment	\$ -

Revenue & Expense Information	
Vacancy & Collection Loss Factor	0.00%
Monthly, Per-Unit Planned Annual Operating Expenses (less taxes)	\$ -
Annual per-unit operating expense w/o tax:	\$ -

HISTORIC TAX CREDIT CALCULATOR	
Total cost less acquisition:	0
% eligible for historic credits:	95.00%
Eligible costs:	
State tax credit pricing rate:	85.00%
State tax credit "face value":	25.00%
State tax credit proceeds:	
Federal tax credit pricing rate:	93.00%
Federal tax credit "face value":	20.00%
Federal tax credit proceeds:	
TOTAL HISTORIC CREDIT PROCEEDS:	

Sources & Uses of Funds	
Sources	
Mortgage Debt	\$ -
Subordinated Debt	\$ -
Equity	#DIV/0!
Tax Credit Proceeds	\$ -
Total Sources	\$ -
Uses	
Acquisition Costs	
Hard Construction Costs	
Demolition	
Construction/Rehabilitation	\$ -
Site Work	
Construction Contingency	\$ -
Soft Costs	
Architectural	
Developer fee	
Engineering	
Property Survey	
Property Appraisal	
Environmental Report	
Financing Costs	
Construction Period Insurance	
Construction Period Interest	
Construction Loan Fee	
Construction Period Taxes	
Title, Recording & Disbursing	
Accounting Fees	
Marketing Costs	
Advertising & Promotion	
Sales Literature	
Miscellaneous	
Total Uses:	

Unit Type	# of Units	% of Total	Area (SF)	Total SF	Mo Rent/SF
		%			\$0.00
		0%		-	#DIV/0!
		0%		-	#DIV/0!
		0%		-	#DIV/0!
		0%		-	#DIV/0!
Totals	1	100%			\$0.00