

For office use only	Date Rec'd
Rec'd by	



**NORFOLK COMMUNITY DEVELOPMENT AGENCY (CDA)**  
APPLICATION FOR TAX INCREMENT FINANCING (TIF)

1. Developer

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

2. Engineering/Architectural Firm

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

3. TIF Attorney

Name/Firm: \_\_\_\_\_

Address: \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

4. Business organization type:

☐ C Corp    ☐ S Corp    ☐ LLC  
☐ LLP    ☐ Partnership    ☐ Sole proprietorship

5. Briefly describe your proposed project: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

6. Legal description of the property you intend to improve: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*(Attach additional pages if needed.)*

7. Property street address of the property you intend to improve: \_\_\_\_\_  
\_\_\_\_\_

8. Is this property within Norfolk city limits? \_\_\_\_\_  
If no, does the property share a border with city limit boundaries? \_\_\_\_\_

9. To receive TIF, the project must be inside City limits. If not currently in City limits, will you request voluntary annexation by the City? \_\_\_\_\_

10. Has this property been declared blighted and substandard? [norfolknebraskaed.com/maps](http://norfolknebraskaed.com/maps) \_\_\_\_\_

11. When do you wish to begin construction? \_\_\_\_\_

12. When will the project be ready for occupancy? \_\_\_\_\_

13. Select the TIF-eligible expenditures needed for your project. For each item needed, provide a **brief explanation** along with the **estimated cost**.

☐ *Site Acquisition:* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

☐ *Site Preparation:* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

☐ *Rehabilitation of Existing Structures:* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

☐ *City Water Extension:* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

☐ *City Sewer Extension:* \_\_\_\_\_  
\_\_\_\_\_

(Attach additional pages if needed.)

☐ *Drainage/Storm Sewer:* \_\_\_\_\_

\_\_\_\_\_

☐ *Street Paving:* \_\_\_\_\_

\_\_\_\_\_

☐ *Public Parking:* \_\_\_\_\_

\_\_\_\_\_

☐ *Additional Traffic Controls:* \_\_\_\_\_

\_\_\_\_\_

☐ *Street Furniture (benches, trash bins, etc.):* \_\_\_\_\_

\_\_\_\_\_

☐ *City Electrical Lines:* \_\_\_\_\_

\_\_\_\_\_

☐ *Landscaping:* \_\_\_\_\_

\_\_\_\_\_

☐ *Curb:* \_\_\_\_\_

\_\_\_\_\_

☐ *Gutter:* \_\_\_\_\_

\_\_\_\_\_

☐ *Sidewalk:* \_\_\_\_\_

\_\_\_\_\_

☐ *Other (please explain):* \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*(Attach additional pages if needed.)*

14. Total estimated TIF-eligible expenditures listed above: \_\_\_\_\_  
If this amount is more than the TIF requested, which expenditures will be funded with TIF?

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15. What is the current assessed value of this property? [madison.gworks.com](http://madison.gworks.com) \_\_\_\_\_

16. What is the expected assessed value of this property after project completion (real estate valuation only)?

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17. What is the current amount of real property tax on this property? \_\_\_\_\_

18. What is your estimated real estate tax after completion of the project? \_\_\_\_\_

*(Remember, you cannot count the personal property tax on the project for purpose of TIF)*

19. Amount of TIF you are requesting from the Community Development Agency: \_\_\_\_\_

20. What is the current zoning for this property? [Zoning Map-Click Here](#) \_\_\_\_\_

21. Will your project require a zoning change? \_\_\_\_\_

22. Will the project require that the property be subdivided? \_\_\_\_\_

23. Will the project require lot consolidation? \_\_\_\_\_

24. Will your project require a conditional use permit? \_\_\_\_\_

25. If you answered yes to 21-24, please explain: \_\_\_\_\_

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26. Does the project fall within any overlay districts? [Overlay District Map-Click Here](#)

- |                                     |  |  |
|-------------------------------------|--|--|
| <input type="checkbox"/> Floodplain | <input type="checkbox"/> Riverfront          | <input type="checkbox"/> Planned Development |
| <input type="checkbox"/> Airport    | <input type="checkbox"/> Wellhead Protection |  |

27. If applicable, how many employees will you hire when at full capacity? \_\_\_\_\_

28. If applicable, what is your estimated annual payroll for the first full year of operation? \_\_\_\_\_

29. Will any residences or businesses need to relocate because of this project? \_\_\_\_\_

If yes, please describe: \_\_\_\_\_

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*(Attach additional pages if needed.)*

30. Describe why this project is not financially feasible without Tax Increment Financing: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Attach additional pages if needed.)

31. Person responsible for application preparation:

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Required Attachments:**

Please attach the following documents:

- Projected return on investment calculations both with and without TIF.
- A proposed site plan showing (1) current improvements and (2) a site plan showing the completed improvements. (Each plan should be on 8 ½ inch by 11 inch paper)
- A detailed project cost estimate. Include fund sources and uses within the estimate.
- First page of articles of incorporation, operating, or partnership agreement showing exact business name.

**Fees:**

The Agency does not charge a fee for TIF projects; however, the Redeveloper is required to pay for the Agency's TIF Counsel. The Agency's TIF Counsel normally prepares the Redevelopment Plan, Redevelopment Contract and bond documents. The normal fee for this service is \$15,000 with \$10,000 due upon execution of the Redevelopment Contract and \$5,000 on issuance of the TIF bond. If the project is not approved, or the Redeveloper decides not to move forward, the Redeveloper must pay the Agency's TIF Counsel fees incurred prior to project termination.

**Redeveloper Certification:**

I certify the information contained in this application and attachments is accurate to the best of my knowledge and belief and agree to pay the Agency's TIF Counsel fees as outlined above.

Dated: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title (if applicable): \_\_\_\_\_