

APPLICATION FOR DESIGNATION AS AN ECONOMIC REVITALIZATION AREA

REAL PROPERTY TAX ABATEMENT

State law and local public policy require that the designation application and statement of benefits form (SB-1) be submitted prior to the initiation of the project. **The application and SB-1 form must be submitted prior to filing for the building permits required to initiate construction.** If the project requires a rezoning, variance, or approval petition of any kind the petitioner must file prior to submission of the tax abatement application, and must be approved prior to a final hearing on the tax abatement request.

Prior to submitting the attached application to the City's Department of Metropolitan Development all questions must be answered as completely as possible and must be verified with a signature on the Statement of Benefits Form (SB-1) and last page of the application. Incomplete or unsigned applications will not be accepted as official filings. Staff urge all applicants to discuss the proposed project and tax abatement request with the appropriate township assessor prior to filing this designation application.

A **non-refundable application fee** is required when making an application for Economic Revitalization Area (ERA) designation and is payable to the "**City of Indianapolis**" at the time of submission and in the following amounts:

- **\$200.00** if the value of real improvements is less than \$100,000.00;
- **\$800.00** if the value of real improvements \$100,000.00 or more, but less than \$250,000.00;
- **\$1,200.00** if the value of real improvements \$250,000.00 or more, but less than \$500,000.00;
- **\$1,600.00** if the value of real improvements \$500,000.00 or more, but less than \$750,000.00;
- **\$2,000.00** if the value of real improvements \$750,000.00 or more, but less than \$1,000,000.00;
- **\$5,000.00** if the value of real improvements \$1,000,000.00 or more, but less than \$2,500,000.00;
- **\$10,000.00** if the value of real improvements \$2,500,000.00 or more, but less than \$5,000,000.00;
- **\$15,000.00** if the value of real improvements \$5,000,000.00 or more, but less than \$7,500,000.00;
- **\$20,000.00** if the value of real improvements \$7,500,000.00 or more, but less than \$10,000,000.00;
- **\$25,000.00** if the value of real improvements \$10,000,000.00 or more, but less than \$12,500,000.00

- **\$30,000.00** if the value of real improvements \$12,500,000.00 or more, but less than \$15,000,000.00
- **\$35,000.00** if the value of real improvements \$15,000,000.00 or more, but less than \$17,500,000.00
- **\$40,000.00** if the value of real improvements \$17,500,000.00 or more, but less than \$20,000,000.00
- **\$2.00 per \$1,000.00** if the value of real improvements is more than \$20,000,000.00, **up to a maximum fee of \$50,000.00**

All companies requesting Economic Revitalization Area designation may be required to execute a Memorandum of Agreement with the City prior to a public hearing on the tax abatement request. The memorandum shall contain the capital investment levels, job creation and/or retention levels and hourly wage rates the applicant has committed to the City in order to receive consideration for Economic Revitalization Area designation. The Memorandum of Agreement shall also contain information relative to what the City and applicant have agreed upon as “substantial compliance” levels for capital investment, job creation and/or retention and wage rates and/or salaries associated with the project.

Additionally, the Memorandum of Agreement shall indicate that the City, by and through the Commission, reserves the right to terminate an Economic Revitalization Area designation and the associated tax abatement deductions if it determines that the applicant has not made reasonable efforts to substantially comply with all of the commitments, and the applicants failure to substantially comply with the commitments was not due to factors beyond its control.

If the City terminates the Economic Revitalization Area designation and associated tax abatement deductions, it may require the applicant to repay the City all or a portion of the tax abatement savings received through the date of such termination. Additional details relative to the repayment of tax abatement savings shall be contained in the Memorandum of Agreement.

Questions, applications and fees should be directed to the:

Department of Metropolitan Development
Economic Development
200 East Washington Street, Suite #2042
Indianapolis, Indiana 46204
Attention: Economic Impact Analyst

Real Property Tax Abatement Designation Application (Revised 12/99)

1. Name of the company for which Economic Revitalization Area (ERA) designation is being requested:

2. State the name, title, address and telephone number of a company representative who may be contacted concerning this application:

Name and Title: _____

Address: _____

Telephone: _____

3. State the name, title, address and telephone number of a company representative who may be sent annual compliance surveys. Please note that the **annual survey will determine if your company is compliant with the terms of the abatement agreement and whether the abatement will continue or be terminated**, so the contact should be made aware of the survey's importance.

Name and Title: _____

Address: _____

Telephone: _____

4. Location of property for which ERA designation (real property tax abatement) is being sought (this information is available through the Township Assessor's Office):

a) Street Address: _____

b) Township: _____

c) Taxing District Number: _____

d) Council District Number: _____

e) Tax Parcel Number(s): _____

f) Current Zoning of the Property: _____

g) Case/approval number of any variance, rezoning, or approval petition(s) which is/are required or have been obtained for this project: _____

5. What is the amount of the most recent assessment attributable to (this information is available from the most recent property tax form):

Land: _____

Improvements: _____

Inventory: _____

Equipment: _____

6. Has this project or tax abatement request been discussed with the assessor of the township in which the property is located? _____ Yes _____ No

Real Property Tax Abatement Designation Application (Revised 12/99)

7. Does your company currently conduct operations at this location? If so, how long has your company been at this location? _____

8. Does your business have other operations in Indiana? If so, please list the location of other operations on a separate sheet of paper.
9. What is the size of the real estate that will be developed? (in acres) _____
10. Current use of property:
Undeveloped _____ Developed (list number of structures and individual sizes) _____

11. What are the names of surrounding cross streets? _____

12. What is the estimated construction or rehabilitation cost? _____
13. Have building permits been obtained (Please note that state statute requires petitioner to file abatement application **before** obtaining permits)? _____ Yes _____ No
14. What is the anticipated date for construction to begin? _____
15. What is the anticipated date for project completion? _____
16. Profile of Company that will occupy the property for which tax abatement is being requested:
- a) Are your employees represented by a union? If so, by whom? _____
- b) Number of current full time permanent hourly employees by skill level (include average hourly wage rate **excluding benefits and overtime**)
- | | | | |
|--------------|-------|--|-------|
| Skilled | _____ | Average hourly wage rate for skilled positions | _____ |
| Semi-skilled | _____ | Average hourly wage rate for unskilled positions | _____ |
| Clerical | _____ | Average hourly wage rate for clerical positions | _____ |
| Salaried | _____ | Average salary (per hour) for salaried positions | _____ |
- TOTAL NUMBER OF EXISTING EMPLOYEES (permanent and full-time) _____
- c) Approximate value of benefits for existing and new employees on a per hour basis (e.g. benefits are valued at an additional \$3.00 per hour, etc.) _____
- d) What is the total dollar amount spent on retained salaries? _____

Real Property Tax Abatement Designation Application (Revised 12/99)

e) Number of created full-time permanent hourly employees by skill level (include average hourly wage rate **excluding benefits and overtime**)

Skilled _____ Average hourly wage rate for skilled positions _____

Semi-skilled _____ Average hourly wage rate for unskilled positions _____

Clerical _____ Average hourly wage rate for clerical positions _____

Salaried _____ Average salary (per hour) for salaried positions _____

TOTAL NUMBER OF NEW EMPLOYEES (permanent and full-time) _____

f) What is the total dollar amount to be spent on new salaries? _____

g) What is the blended hourly wage rate (the blended rate of hourly and salaried employees), excluding benefits and overtime, for:

Current hourly employees _____

Retained hourly employees _____

New hourly employees _____

h) (if applicable)What is the usual market for goods or services produced by the company? List the percentage of the company's product or service that reaches:

Inside Marion County: _____ %

Outside Marion County, but inside Indiana: _____ %

Outside Indiana, but within 500 miles _____ %

Outside of 500 miles _____ %

Outside of the United States: _____ %

i) (if applicable)List the name and location (City and State) of your five largest vendors or suppliers:

1. _____

2. _____

3. _____

4. _____

5. _____

Please respond to questions 17 through 20 on a separate sheet of paper.

- 17. Describe the project for which tax abatement is being requested. Include the types of improvements that will be made, and indicate whether improvement is freestanding or an expansion to existing facility. In addition, indicate whether your company will utilize the entire project space or lease a portion of it to an outside company (Please note that abatement will only be available for the occupied space).
- 18. Briefly describe the product or service of the company/business which will occupy the property for which tax abatement is being requested.
- 19. What evidence can be provided to show that the **project property and surrounding area** has become undesirable for normal development and occupancy?
- 20. Please give a detailed description of what the impact on your business will be if the proposed project is not undertaken (e.g. loss of jobs, contract cancellations, loss of production, change in location, etc.).

I hereby certify that the information and representations on this application for Real Property Tax Abatement are true and complete.

I understand that if this request for property tax abatement is granted that I will be required to respond to a mandatory annual survey. The survey will measure compliance with the project description, job creation and retention figures (and associated salaries), investment, and other information contained in the final resolution authorizing the property tax abatement. I also acknowledge that failure to respond to the mandatory surveys or failure to achieve investment, job creation, retention and salary levels contained in the final resolution may result in a loss of tax abatement deductions, and may result in the repayment of tax abatement savings received.

Signature of Owner or Authorized Representative

Title

Date