



**Community Development Department**  
1902 County Road B East  
Maplewood, MN 55109  
(651) 249-2300  
www.MaplewoodMN.gov

**Fee: \$6,760**

## **APPLICATION & AGREEMENT FOR FINANCIAL ASSISTANCE**

### **APPLICANT**

Applicant/business name:	
Contact person:	
Address:	Zip:
Telephone (work):	(mobile):
Email address:	
Interest in property:	

Applicant's legal counsel:	
Address:	Zip:
Telephone (work):	(mobile):
Email address:	

Applicant's architect:	
Address:	Zip:
Telephone (work):	(mobile):
Email address:	

Applicant's contractor (if selected):	
Address:	Zip:
Telephone (work):	(mobile):
Email address:	

Property owner(s):

Address:

Zip:

Telephone (work):

(mobile):

Email address:

Applicant's business form (corporation, partnership, sole proprietorship, etc.):

State of incorporation or organization:

If the applicant is a corporation, list the officers, directors and stockholders holding more than 5% of the stock of the corporation. (State name, address, telephone and relationship to the applicant. If a corporation is not formed, set forth as much data as possible concerning the potential officers, directors and stockholders):

If applicant is a general partnership, list general partners and if a limited partnership, list general partners and limited partners with more than 5% interest in the limited partnership: (If the partnership is not formed, set forth as much data as possible concerning the potential partners):

List any other cities that you have applied to for financial assistance within the last five years:

Has the applicant ever been in bankruptcy? If yes, describe circumstances:

Have you ever defaulted on any bond or mortgage commitment? If yes, describe the circumstances:

## PROJECT

Project Name:

Legal description of the site:

Describe the project as proposed, i.e. how many housing units, type (rental or owner occupied), how much commercial square footage, etc.:

Will the applicant occupy the project after completion? If not, state name of future lessees and status of commitments or lease agreements:

### ESTIMATED PROJECT COSTS AND FINANCING

Include, as an attachment, the financial pro forma for the project which provides:

- Sources and uses of funds
- Revenue and income projections
- Operating costs
- Financing assumptions

Amount of city financial assistance requested:

Type of financing requesting:

How will you use the city financial assistance funds?

Current real estate taxes assessed for the project site:

Will any public official of the City, directly or indirectly, benefit from the city financing or this project within the meaning of Minnesota Statutes, Section 412.311 or 471.87? If so, specify:

## AGREEMENT

I, by signing this application, agree to the following:

1. I have read and will abide by all the requirements of the City for financial assistance. I will commit all contractors, subcontractors and any other major contributors to the project to all segments applicable to them. I am aware that failure to comply by myself or any of the above can result in cancellation of the resolution.
2. I agree that all project construction plans must comply with the City's Green Building requirements outlined in the ordinance.
3. The above information is correct.
4. I agree to pay all costs involved in the legal and fiscal review of this project.

\_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Owner

\_\_\_\_\_  
Date

OFFICE USE ONLY

Date Received \_\_\_\_\_

By \_\_\_\_\_

Receipt # \_\_\_\_\_

## **FILING REQUIREMENTS**

You must provide all of the following items with your application:

- An application fee of \$6,760 and an escrow deposit in the amount determined by the city. Make your check out to the City of Maplewood. The application fee is non-refundable. The escrow fee will be applied towards any fees incurred by the city in reviewing this request. Any remainder in the escrow account at the completion of the application review will be refunded to the applicant.

## **PROCEDURE**

- Return this application to: Community Development Department  
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