



# CITY OF PLANO COUNCIL AGENDA ITEM

<b>CITY SECRETARY'S USE ONLY</b>				
<input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory				
Council Meeting Date:		February 22, 2016		
Department:		Neighborhood Services		
Department Head		Lori Feild Schwarz		
Agenda Coordinator (include phone #): <b>Doris Carter, ext. 5350</b>				
<b>CAPTION</b>				
Consideration of a Resolution of the City of Plano, Texas, to waive the Certificate of Occupancy fee for applications seeking nine percent housing tax credit (HTC) financing to the Texas Department of Housing and Community Affairs (TDHCA) that received a Resolution of Support from the City Council; authorizing the City Manager, or his designee, to certify the waiver of the fee; and declaring an effective date.				
<b>FINANCIAL SUMMARY</b>				
<input type="checkbox"/> NOT APPLICABLE <input type="checkbox"/> OPERATING EXPENSE <input checked="" type="checkbox"/> REVENUE <input type="checkbox"/> CIP				
FISCAL YEAR: <b>2015-16</b>	<b>Prior Year (CIP Only)</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Budget	0	0	0	<b>0</b>
Encumbered/Expended Amount	0	0	0	<b>0</b>
This Item	0	0	0	<b>0</b>
<b>BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FUND(s):     GENERAL FUND</b>				
<p><b>COMMENTS:</b> This item will slightly reduce general fund revenues from Certificate of Occupancy permit fees; however, the amount of revenue is currently indeterminable and is unlikely to be significant.</p> <p><b>STRATEGIC PLAN GOAL:</b> Updating city ordinances to support housing tax credit applications relates to the City's goal of Great Neighborhoods - 1st Choice to Live and Strong Local Economy.</p>				
<b>SUMMARY OF ITEM</b>				
The developers that requested a Resolution of Support from the City for their nine percent housing tax credit financing application to the Texas Department of Housing and Community Affairs (TDHCA) have requested a fee waiver to assist them in obtaining one additional point through TDHCA's application scoring process.				
List of Supporting Documents:		Other Departments, Boards, Commissions or Agencies		
Memo				
Resolution				



# Memorandum

**Date:** February 9, 2016  
**To:** Bruce D. Glasscock, City Manager  
**From:** Shanette Brown, Community Services Manager  
**Subject:** Request for local government commitment of development funding

## Summary

The applicants approved for Resolutions of Support from the City for nine percent (9%) housing tax credit financing applications to the Texas Department of Housing and Community Affairs (TDHCA) have also requested a letter showing local government commitment of development funding for support of their respective applications.

## Background

On January 11, 2016, the City Council adopted Resolutions of Support for the proposed nine percent (9%) housing tax credit financing applications for: "Maddox Square," Resolution No. 2016-1-11(R); "Orchard Landing," Resolution No. 2016-1-12(R); and "The Veranda Townhomes", Resolution No. 2016-1-9(R). The TDHCA's Qualified Allocation Plan (QAP) and Title 10, Section 11.9(d)(2) of the Texas Administrative Code states that an application for Competitive Housing Tax Credits may qualify for one (1) point with a letter from an official of the municipality over the proposed tax credit development stating they will provide a loan, grant, reduced fees or contribution of other value for the benefit of the development. Each of the developers of the aforementioned applications have requested such a letter from the City.

Staff is recommending a waiver of the Certificate of Occupancy fee for the requested commitment of development funding for support of the tax credit applications that receive an adopted Resolution of Support from City Council. This fee is approximately one hundred dollars. The Certificate of Occupancy is obtained after successful completion of all normal city development review processes, including any required planning approvals and building permits. Therefore, passage of this Resolution specifically provides information to the TDHCA that will be used during their evaluation of the submitted housing tax credit applications. The Resolution makes no finding regarding either the suitability of the proposed development site or compliance with the City's development regulations. The approval of this Resolution will not be construed as a development permit and will not provide any approval of the projects.

## Next Steps

If approved, a letter stating the City's commitment of local government funds, in the form of a Certificate of Occupancy fee waiver, will be provided for submission with the respective Resolutions of Support and housing tax credit applications to TDHCA.

XC: Frank F. Turner, Deputy City Manager  
Jack Carr, Assistant City Manager  
Lori Feild Schwarz, Director of Neighborhood Services

**A Resolution of the City of Plano, Texas, to waive the Certificate of Occupancy fee for applications seeking nine percent housing tax credit (HTC) financing to the Texas Department of Housing and Community Affairs (TDHCA) that received a Resolution of Support from the City Council; authorizing the City Manager, or his designee, to certify the waiver of the fee; and declaring an effective date.**

**WHEREAS**, TDHCA's Qualified Allocation Plan (QAP) and Title 10, Section 11.9(d)(2) of the Texas Administrative Code provides that an application for Competitive Housing Tax Credits may qualify for one (1) point for a letter from an official of the municipality over the proposed tax credit development stating they will provide a loan, grant, reduced fees or contribution of other value for the benefit of the development; and

**WHEREAS**, On January 11, 2016, the City Council approved Resolutions of Support for the proposed development of affordable rental housing for "Maddox Square," Resolution No. 2016-1-11(R); "Orchard Landing," Resolution No. 2016-1-12(R); and "The Veranda Townhomes", Resolution No. 2016-1-9(R); and

**WHEREAS**, the City of Plano will waive the Certificate of Occupancy fee for these developments, for each of which a Resolution of Support was adopted by the City Council; and

**WHEREAS**, the waiving of the fee makes no finding regarding either the suitability of the proposed development site or compliance with the City's development regulations, and approval of this resolution will not be construed as a development permit or approval.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLANO, TEXAS, THAT:**

**Section I.** In accordance with Texas Government Code §2306.6725 and Texas Administrative Code Title 10, §11.09(d)(2), the City of Plano is providing a commitment of development funding in the form of a Certificate of Occupancy fee waiver for the development applications of "Maddox Square," "Orchard Landing," and "The Veranda Townhomes," each of which proposed developments is applying for 9% housing tax credit financing to the Texas Department of Housing and Community Affairs (TDHCA).

**SECTION II.** The City Manager, or his designee, is hereby authorized, empowered, and directed to submit a letter certifying the Certificate of Occupancy Fee waiver for the proposed developments to the TDHCA.

**SECTION III.** This resolution shall take effect immediately upon its passage.

**DULY PASSED AND APPROVED THIS THE 22ND DAY OF FEBRUARY, 2016.**

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Harry LaRosiliere, MAYOR

ATTEST:

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Lisa C. Henderson, CITY SECRETARY

Approved as to form:

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Paige Mims, CITY ATTORNEY