



Tax Increment Financing Application

Thank you for your interest in investing in Johnson City's Downtown Redevelopment Plan District. The TIF application introduction and application evaluation criteria are found through the most recent version (2023) of the Downtown Redevelopment Plan District TIF Program Guide with Policies and Procedures, which includes the Johnson City Redevelopment and Urban Renewal Plan for the Downtown and Other Identified Redevelopment Districts 2011 (Exhibit A) and Plan Amendments (Exhibit B). The Guide includes this application (Exhibit D) and the map defining the Redevelopment Plan District (Exhibit C). The document is online at www.jcdatn.org.

Please contact the Johnson City Development Authority Executive Director for assistance or help accessing documents:

Patricia C. Oldham, AICP, TCEcD, Executive Director,
Johnson City Development Authority / Downtown Johnson City Foundation, Inc.
oldham@downtotwnjc.com 423-342-3540 (office)

Submission instructions: Please submit application electronically to the Johnson City Development Authority

1. Zip all file/folder attachments. <https://tinyurl.com/ZIPTIF> (zip instructions)
2. Send the completed form and the zipped files to submit@downtownjc.com
3. Files will be distributed electronically with the TIF review team.

Please attach all required supplementary materials to the application. If additional space is needed to answer completely, please attach additional sheets.

Is the project within the Tax Increment Financing Redevelopment Plan boundary? Yes No
(Please see TIF boundary/redevelopment plan district map as Exhibit C in Downtown Redevelopment Plan District TIF Program Guide with Policies and Procedures [online](http://www.jcdatn.org) www.jcdatn.org.)

LEGAL APPLICANT: (See signature and affidavit requirements at the end of the document)

Full Company Name _____

Mailing Address _____

City _____ State _____ Zip _____

Main Telephone _____ Mobile Phone _____

Email _____

SITE CONTROL:

Is the applicant the property owner of record? Yes No

Parent Company: _____

Headquarters Address: _____

AUTHORIZED DEVELOPMENT TEAM CONTACT AND OTHER PROFESSIONALS:

Name _____ Organization _____

Title _____ Email _____

Main Telephone _____ Mobile Phone _____

How affiliated with the property owner(s)? _____

List all authorized attorneys, real estate representatives, and development professionals involved in the application:

Name _____ Role: _____ Email: _____ Phone: _____

Name _____ Role: _____ Email: _____ Phone: _____

Name _____ Role: _____ Email: _____ Phone: _____

NAME AND ADDRESS OF ALL PERSONS OR ENTITIES HAVING AN OWNERSHIP INTEREST IN THE PROPERTY TO BE DEVELOPED OR REDEVELOPED:

If the applicant selected YES as a property owner on page one, only list all ADDITIONAL owners.

Name _____ Title _____

Mailing Address _____

City _____ State _____ Zip _____

Main Telephone _____ Mobile Phone _____

Email _____

Name _____ Title _____

Mailing Address _____

City _____ State _____ Zip _____

Main Telephone _____ Mobile Phone _____

Email _____

Name _____ Title _____

Mailing Address _____

City _____ State _____ Zip _____

Main Telephone _____ Mobile Phone _____

Email _____

List all properties needed for the proposed project, their current ownership, occupancy status, proposed method of acquisition and relocation, if necessary.

E-911 verified Street Address(s): _____

List all Washington County Tax Parcel ID numbers for the property involved and City Official Zoning Map Classification

	Map	Group	Parcel	Land Use	Zoning Classification	Owner(s)	Occupied or Vacant (O) or (V)
Tax Parcel ID							
Tax Parcel ID							
Tax Parcel ID							
Tax Parcel ID							

For your benefit: Meeting with the City of Johnson City Development Services Department for a pre-development meeting before applying for TIF is highly recommended.

Does the current zoning classification on all parcels allow all proposed project property uses? Yes No

Is rezoning necessary for any parcel? Yes No

Is a subdivision or combination plat necessary or planned? Yes No

Is the building within the Johnson City Downtown Historic District? (Link below to city resources) Yes No

Has the project already obtained a certificate of appropriateness (C of A) from the Historic Zoning Commission? Yes No

Are any structures on the property listed or potentially *contributing* on the National Register of Historic Places? Yes No
https://www.johnsoncitytn.org/government/development_services_dept/historic_preservation/index.php If yes, please briefly describe the history and any national register listing recognition, if any (for potential tax credits)

PROJECT DESCRIPTION:

Provide a description of the proposed project, including prospective tenants, project phasing, and purpose for the properties listed above.

ATTACH – A map, descriptions, and drawings of existing and proposed improvement

CONSTRUCTION SCHEDULE ESTIMATE:

Provide a preliminary project implementation schedule:

Are multiple phases anticipated? Yes No

INFRASTRUCTURE:

Describe what, if any, public infrastructure improvements would be made because of the project and the costs involved (water, sewer, roads, sidewalks, etc.)

CAPITAL INVESTMENT:

ATTACH - *Copy of the complete pro-forma/finances for this project*

(TIP: See the Downtown Redevelopment Plan District TIF Program Guide Sections 3-6 that note the criteria and objectives, in addition to the plans in Exhibit A & B for the related questions below.)

Please demonstrate the public benefit to the City of Johnson City and Washington County that will result from the development of this project and how tax increment financing component is a key element of the financing package and that the project would not otherwise be undertaken in its proposed form without tax increment financing.

Summarize project costs – land cost, construction estimates, professional services, other soft costs, etc. and include a financing description including a statement of sources and uses of funds.

PUBLIC BENEFITS:

Number of jobs created:

During construction _____ **Permanent FT _____ **PT** _____**

Description of new permanent jobs created _____

Proposed pay scale(s) of permanent positions: _____

Explain and outline how this project (a) will create potential for other development, (b) serve as an economic stimulus, and (c) contribute to meeting the identified goals and planned land uses of the Johnson City Redevelopment and Urban Renewal Plan for the Downtown and Other Identified Redevelopment Districts (See Community and Plan Objectives) as Amended.

ASSISTANCE REQUESTED:

Describe actions or financial assistance you are requesting from the JCDA:

List and specifically describe any additional public funding amounts received, in application, or anticipated to be sought from other sources, grants, or funds, including the City of Johnson City, Washington County, the State of Tennessee, federal sources, etc. and how it will be utilized in the project:

Applicant Agreement:

I, _____ the owner or authorized applicant, for Tax Increment Financing for the property located at _____ agree that the Johnson City Development Authority (JCDA) shall approve or deny the application and/or grant based on adopted criteria and priorities. I have received and reviewed the Program Guide and will comply with the program criteria and if applicable, the Tax Increment Financing Fund Requirements. I understand that a Notarized Owner Affidavit is to be provided stating that, the owner, is fully aware of the request for Tax Increment Financing from the JCDA on the property(ies) included in this application, stating who specifically is permitted to act as my/our authorized agent on our/my behalf on all matters pertaining to obtaining funding, with the exception of legal documents.

All work must meet City of Johnson City, Tennessee building codes, zoning ordinances, and city code, and applicants are responsible for obtaining all permits before beginning any work. Significant changes in the scope of the work that may arise must be approved by the JCDA prior to any work being initiated or completed.

Applicant Signature: _____ **Date:** _____

Applicant Signature: _____ **Date:** _____

Owner Signature: _____ **Date:** _____

Owner Signature: _____ **Date:** _____

Resource Contact Information:

- Johnson City Development Authority: 423-342-3540 oldham@downtownjc.com
- City of Johnson City Tennessee Planning Division: 423-434-6071 <https://tinyurl.com/jcplanning>
- City of Johnson City Tennessee Finance <https://tinyurl.com/jcfinance>
- Washington County Property Assessor: 423-753-1672 <https://tinyurl.com/wctnassessor>
- Washington County Trustee Property Tax Look Up: 423-753-1602 <https://tinyurl.com/wctntaxlookup>
- Tennessee Comptroller of the Treasury Property Assessments How to Calculate Your Tax Bill <https://tinyurl.com/propertymath>

For official use, to be completed by JCDA staff:

Date application was received: _____ FILE CASE NO: _____

Review latest property tax statement(s) from Washington County Assessor's Office (include both real and any existing tangible personal property). If additional space is necessary, continue list on additional sheets.

Tax Parcel ID			
Tax Parcel ID			
Tax Parcel ID			

	Johnson City	Washington County
Current Appraised Value		
Current Annual Tax		

Estimated improved property value after project is complete _____

Confirmation of location in or out of the Downtown Historic District:

Confirmation of location in the Johnson City Redevelopment Area:

Meets criteria in TIF Guidelines and Redevelopment Plan: Yes No

Forwarded to TIF Advisory Committee for Review: Yes No

DATE OF MEETING WITH THE APPLICANT/OWNER: _____

DATE SCHEDULED FOR REVIEW BY TIF ADVISORY COMMITTEE. _____

TIF ADVISORY COMMITTEE DECISION: DATE: _____ APPROVED DENIED

APPROVAL SIGNATURES:

DATE: _____

TIF ADVISORY CHAIRMAN

DATE: _____

EXECUTIVE DIRECTOR:

Notes: