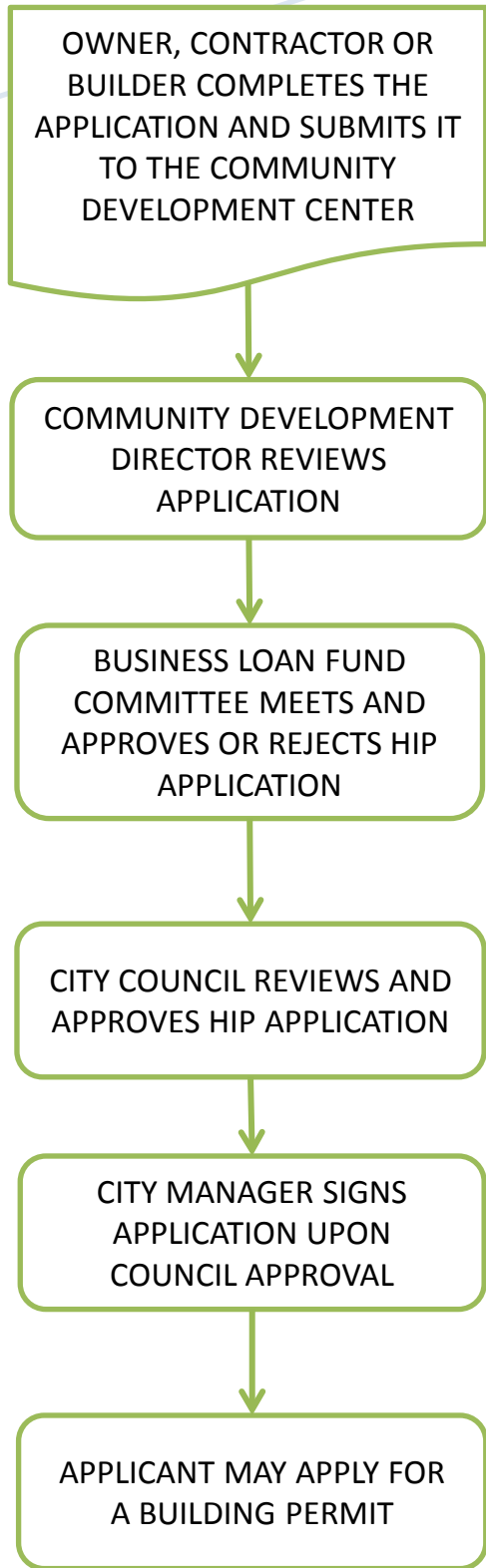


Housing Incentive Program Application Process



- The Housing Incentive Program (HIP) application can be found online or at the Community Development Center
- An application for the incentive can be made by the owner, builder, or general contractor
- The Community Development Center will assist with any building or land questions to the extent possible

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- Pre Development Advisory Committee (PDAC) is held if needed for the applicant's project
 - Community Development Director reviews application
 - Community Development Director approves application and forwards to the Business Loan Fund Committee

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- Business Loan Fund Committee reviews financing of project to ensure completion
 - Business Loan Fund Committee approves application and forwards to the City Council for final approval

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- Placed on the next available City Council meeting
 - Council approves application

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- City Manager signs application signifying council approval
 - City Manager forwards approval notification to applicant and building department

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- Applicant may apply for a building permit
 - Construction must be completed within 24 months
 - \$10,000 Incentive will be paid out when occupancy permit is issued