

Syracuse Local Development Corporation

SLDC

Application

Return To:

**Judith DeLaney
201 East Washington Street, 6th Floor
Syracuse N.Y. 13202
Phone: 315 473-3275
Fax 315 435-3669
Email: jdelaney@syr.gov**

**Syracuse Local Development Corporation Application
Instructions**

1. Fill in all blanks, using “none” or “not applicable” or “N/A” where the question is not appropriate to the Project that is the subject of this application.
2. If an estimate is given as the answer to a question, put “(est.)” after the figure or answer that is estimated.
3. If more space is needed to answer any specific question, attach a separate sheet.
4. When completed return this application by mail or fax to the Syracuse Local Development Corporation at the address indicated on the cover page of the application. A signed application may also be submitted electronically to Judith DeLaney, Economic Development Specialist at (jdelaney@syr.gov). However, the application will not be considered by the Corporation until the application fee and nonrefundable deposit as referenced below have been received.
5. 6. Note that Article 6 of the New York Public Officers Law declares that all records in the possession of the Corporation (with certain limited exceptions) are open to public inspection and copying. If the applicant feels that there are elements of the Project that are in the nature of trade secrets or information, the nature of which is such that if disclosed to the public or otherwise widely disseminated would cause substantial injury to the applicant’s competitive position, the applicant may identify such elements in writing and request that such elements be kept confidential in accordance with Article 6 of the Public Officers Law.
7. The applicant will be required to pay to the Corporation all actual costs incurred in connection with this application and the Project contemplated as stated in the Corporation fee schedule attached to this application.
8. The Corporation has established an application and processing fee of Five Hundred Dollars (\$500.00) to cover the anticipated costs of the Corporation in processing this application. A check or money order made payable to the Corporation must accompany each application.

SYRACUSE LOCAL DEVELOPMENT CORPORATION APPLICATION

I. INFORMATION CONCERNING THE PROPOSED OWNER OF THE PROJECT (THE "ORGANIZATION").

A. Identity of Organization:

1. Organization Name: _____

Present Address: _____

Mailing address (if different): _____

Contact Person: _____

Phone: _____ Email Address: _____

Employer's ID No.: _____

2. If the Organization differs from the Applicant, give details of relationship:

B.)

1. Date and Location of Incorporation/Organization: _____

2. Yes No Is the Applicant authorized to do business in the State of New York?

3. Yes No Is the Organization a subsidiary or direct or indirect affiliate of any other organization(s)? If so, indicate name of related organization(s) and relationship:

C.) Applicant's Counsel:

Name: _____

Firm: _____

Mailing Address: _____

City/State/Zip: _____

Phone/Fax: _____

Email Address: _____

D. Applicant's Accountant:

Name: _____

Firm: _____

Mailing Address: _____

City/State/Zip: _____

Phone/Fax: _____

Email Address: _____

E. Yes No **Has Applicant received Corporation assistance in the past? If yes, please give year and description of benefits and location of project.**

II. Project Data Summary

A. In a separate document, please provide a narrative description of the project including information so that the Corporation can perform a cost/benefit analysis of undertaking the Project. Information should include a list and detailed description of the benefits for the Corporation to undertake the Project (e.g., number of jobs created, types of jobs created, economic development in the area, etc.).

B. Location:

- Legal Address as determined by the City's Assessment Department

-Mailing Address (if different)

C. Employment Impact:

Please estimate how many full time equivalent (FTE) jobs will be added as a result of this Project. (Put in _____)

D. **Ownership Info**

Present legal owner of project site: _____

1. If the Organization owns project site, indicate:

Date of Purchase: _____, 20____

Purchase Price: \$ _____

2. Yes No

If Organization does not own the Project site; does Organization have a purchase contract or option signed with owner to purchase the Project site? If yes, indicate:

Date option signed with owner: _____, 20____

Date option expires: _____,20____

3. Yes No

If the Organization does not own the project site, is there a relationship legally or by common control between the Organization and the present owners of the project site? If yes, describe:

E. Project Site:

1. Approximate size (in acres or square feet) of Project site: _____

2. Please attach a map, survey or sketch of the project site.

3. Yes No

Are there existing buildings on project site? If yes, indicate number and approximate size (in square feet) of each existing building:

4. Yes No Are existing buildings in operation? If yes, describe present use of present buildings:

5. Yes No Are existing buildings abandoned? Yes No
About to be abandoned? If yes, describe:

F. Buildings to Renovated or Constructed

1. Yes No Does part of the project consist of a new building or buildings? If yes, indicate number and size of new buildings:

2. Yes No Does part of the project consist of additions and/or renovations to the existing buildings? If yes, indicate the buildings to be expanded or renovated, the size of any expansions and the nature of expansion and/or renovation:

3. Describe the principal uses to be made of the building or buildings to be acquired, constructed or expanded:

G. Description of the Equipment:

1. Yes No Does a part of the Project consist of the acquisition or installation of machinery, equipment or other personal property (the "Equipment")? If yes, describe the Equipment:

H. Other Involved Agencies:

Please indicate all other local agencies, boards, authorities, districts, commissions or governing bodies (including any city, county and other political subdivision of the State of New York and all state departments, agencies, boards, public benefit corporations, public authorities or commissions) involved in approving or funding or directly undertaking action with respect to the Project. For example, do you need a municipal building permit to undertake the Project? Do you need a zoning approval to undertake the Project?

1. Describe the nature of the involvement of the federal, state or local agencies described:

I. Environmental Information:

1. Yes No

The Corporation must make a determination of environmental significance for the project. Are there any known environmental issues on the property? If yes, please explain. (A full Environmental Assessment Form (EAF) must be completed and submitted with application.)

2. Yes No

Has any public body issued a SEQRA determination for this project?

J. Project Schedule:

Targeted Construction Commencement Date: _____

Targeted Construction Completion Date: _____

Targeted Occupancy Date: _____

1. Yes No

Has construction work on this project begun? If yes, please discuss in detail the approximate extent of construction and the extent of completion. Indicate in your answer whether such specific steps have been completed as site clearance and preparation; completion of foundations; installation of footings; etc.:

III. Project Cost

A. Anticipated Project Costs. State the costs estimated for the acquisition of the project site and the construction of the proposed project including the acquisition and installation of any machinery and equipment necessary or convenient in connection therewith, and including any utilities, access roads or appurtenant facilities, using the following categories:

Description of Cost	Amount
Land — acquisition	\$ _____
General requirements	\$ _____
Site work/Demo	\$ _____
Foundation and footings	\$ _____
Masonry	\$ _____
Metals	\$ _____
Wood/casework	\$ _____
Thermal & moisture proof	\$ _____
Doors, windows, glazing	\$ _____
Finishes	\$ _____
Electrical	\$ _____
HVAC	\$ _____
Plumbing	\$ _____
Specialties	\$ _____
Machinery and equipment	\$ _____
Furniture and fixtures	\$ _____
Utilities, roads and appurtenant costs	\$ _____
Architects and engineering fees	\$ _____
Management fee	\$ _____
Costs of Bond issue (legal, financial and printing)	\$ _____
Construction loan fees and interest (if applicable)	\$ _____
Other (specify)	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL PROJECT COST	\$ _____

B. Financing of Project

In a separate document, please list all sources of financing used in connection with the acquisition, construction, reconstruction and equipping of this Project as set forth in "A" above.

IV. BENEFITS EXPECTED FROM THE CORPORATION

A. Financing

1.

Please provide an estimated value of the Tax Exempt Bonds the Applicant is requesting the SLDC issue:

Amount: \$ _____

V. REPRESENTATIONS BY THE APPLICANT. The applicant understands and agrees with the Corporation as follows:

A. City Human Rights Law. The Applicant agrees to endeavor to comply with the provisions of Article XI, Division 2 of the City Code, entitled "The Omnibus Human Rights Law," which prohibits discrimination in employment based upon: age, race, sex, creed, color, religion, national origin, sexual orientation, disability or marital status. The Applicant hereby agrees to adhere to this policy or equal employment opportunity in the requirement, hiring, training, promotion and termination of employees.

B. Absence of Conflicts of Interest. The applicant has received from the Corporation a list of the members, officers and employees of the Corporation. No member, officer or employee of the Corporation has an interest, whether direct or indirect, in any transaction contemplated by this Application, except as hereinafter described:

C. The Applicant understands and agrees that if the Project receives any financial assistance from the SLDC, the Applicant agrees to file or cause to be filed with the SLDC, on an annual basis, any information regarding bonds, if any issued by the SLDC the Project that is requested by the Comptroller of the State of New York.

HOLD HARMLESS AGREEMENT

Applicant hereby releases The City of Syracuse Local Development Corporation and the members, officers, servants, agents and employees thereof (hereinafter collectively referred to as the "Corporation") from, agrees that the Corporation shall not be liable for and agrees to indemnify, defend and hold the Corporation harmless from and against any and all liability arising from or expense incurred by (i) the Corporation's examination and processing of, and action pursuant to or upon, the attached Application, regardless of whether or not the application or the project described therein or the issue of bonds requested therein are favorably acted upon by the Corporation, and (ii) the Corporation's financing of the Project described therein, including without limiting the generality of the foregoing, all causes of action and attorneys' fees and any other expenses incurred in defending any suits or actions which may arise as a result of any of the foregoing. If, for any reason, the Applicant fails to conclude or consummate necessary negotiations, or fails, within a reasonable or specified period of time, to take reasonable, proper or requested action, or withdraws, abandons, cancels or neglects the Application, or if the Corporation or the Applicant are unable to find buyers willing to purchase the total bond issue requested, then, and in that event, upon presentation of an invoice itemizing the same, the Applicant shall pay to the Corporation, its agents or assigns, all actual costs incurred by the Corporation in the processing of the Application, including attorneys' fees, if any.

NAME OF APPLICANT

X

Subscribed and sworn to before me
this ____ day of _____, 20____.

Notary Public

NOTE: THIS APPLICATION WILL NOT BE ACCEPTED BY THE CORPORATION UNLESS THE HOLD HARMLESS AGREEMENT IS SIGNED BY THE APPLICANT.

THE CITY OF SYRACUSE LOCAL DEVELOPMENT CORPORATION

Appendix III – FEE SCHEDULE

Bond:

Application & Processing Fee..... \$500.00

Administrative Fee:

Issuance of Bonds 1% of the value of bonds

Applicants are responsible for payment of all costs and expenses incurred by the SLDC in connection with the application or project including without limitation publication costs, SEQRA compliance and fees and costs of the SLDC’s attorneys. Application fees are payable at the time an application is submitted. All fees are non-refundable.

The SLDC reserves the right to modify this schedule at any time.