



Requirements for Consideration of Resolution of Support for TDHCA 9% Tax Credit Projects

All items and deadlines below shall be met to proceed through the City's process for considering a Resolution of Support. Meeting these requirements does not assure City support, only that you will be able to proceed through the process.

- Prior to December 1, inform the Director of Planning and Development Services of interest in a tax credit project, including the location. This may be done through a meeting or in writing.
- If an applicant is interested in acquiring City-owned property for a proposed development, the applicant must notify the Director of Planning and Development Services by no later than November 15.
- Submit a Request for Resolution of Support by no later than January 2 at 5:00 p.m. All requests will be considered at the same City Council meeting. The target meeting date will be the first City Council meeting in February.
- Request for a Resolution of Support must include:
 - Letter of request to include the name of the developer, address of the property and contact information
 - Business name as it needs to appear on the resolution
 - Concept plan of proposed development
 - Location map of proposed development
 - Funding support request (if any) and amount
 - Total number of dwelling units, broken down by number of bedrooms
 - Percentage of units to be market rate (if any)
 - Age restriction (if any)
 - Community and Unit Amenities
 - Date(s) of neighborhood outreach (if any) *
 - Location of previous similar projects in other cities within the last five years
 - An applicant may provide additional, pertinent information.

* Outreach to neighbors/community is recommended, but not required. Applicants may do so through direct mailer or community meeting. Please include details in your letter of request about this outreach including dates, time, and samples of information provided, such as fliers.

For additional information please call 972-216-6216 or email planning@cityofmesquite.com