

CITY OF MANTECA

Development Fee Deferral Program Application

Thank you for your interest in the City of Manteca's Development Fee Deferral Program (the "Program"). To begin the fee deferral process, please complete and submit the application, along with the required documentation listed below to: City of Manteca, Community Development Department, 1001 W. Center Street, Manteca, CA 95337. The terms and conditions for administration of the Program are provided in the *Administrative Guidelines for the Development Fee Deferral Program* (the "Guidelines"). Any capitalized terms used and not defined in this Application have the meanings ascribed to such terms in the Guidelines. Upon completion of the review of your application, you will be notified about whether your project qualifies for the Program.

WHEN APPLYING FOR THE PROGRAM, THE FOLLOWING ITEMS MUST BE SUBMITTED:

- **A Completed Application**
- **Current Preliminary Title Report** (including a legal description of the property)
- **Fee Worksheet** (available from the Community Development Department)]
- **A Brief Description of Project(s)** (This description should include information such as: square footage of building; use of building, if known; whether the business is relocating, expanding, or starting-up; whether building will be purchased, leased, or subleased; the project development timeline; and other available project information.)
- **A Statement of Reasons for the Fee Deferral** (This statement should explain either (1) how the proposed project will provide extraordinary economic benefits to the community and why deferral is necessary to secure those benefits or (2) how the proposed project will provide substantial affordable housing to the community.)
- **Organizational documents, if applicable** (If the property owner is other than an individual, the applicable organizational documents must be submitted with the application.)

If you have any questions pertaining to the Program or need assistance with your application, please contact Kevin Birkholz, Economic Development Specialist, at (209) 456-8517 or at kbirkholz@ci.manteca.ca.us.

damages to the City of Manteca, its agents, successors and assigns, insurers and any other person who may suffer any loss due to reliance upon any misrepresentation which I/we have made in this Application.

(d) I/we understand that I/we is/are responsible for meeting all Program requirements and complying with all applicable Federal/State/County/City laws and the requirements of any agreement which affects the use of the property.

Signed on this ___ day of _____, 20___, in the City of _____, State of _____.

Property Owner's Signature

Date

Property Owner's Name (typed or printed)

Property Owner's Signature

Date

Property Owner's Name (typed or printed)

Property Owner's Signature

Date

Property Owner's Name (typed or printed)