

Housing Incentives Program Application

Applications should be submitted prior to the issuance of project-related building permits. The City will review projects in the order they are received.

Property Information	
Property Address:	
Parcel Number(s):	
Property Size:	Existing Use:

Owner/Contact Information	
Property Owner:	
Address:	
Property Contact:	
Address:	
E-mail:	Phone Number:

Project Information	
Project Type: <input type="checkbox"/> New Construction <input type="checkbox"/> Renovation <input type="checkbox"/> Conversion	
Total number of units:	Total number of affordable units ¹ :
Estimated project value ² :	Estimated unit value ³ :
Projected start and completion dates ⁴ :	
Impact Fees: <input type="checkbox"/> Exemption <input type="checkbox"/> Exemption Only	

¹ Defined as rents not exceeding 30% of gross income for households earning at or below the designated Area Median Income for the Boise metropolitan area using U.S. Department of Housing and Urban Development income limits.

² Estimated *total value of project including profit but not including land cost and real estate fees.*

³ Include land costs and real estate fees; exclude profit.

⁴ Please include any phasing plans, if known.

Submittal Checklist

Please gather all required information before submitting to the City for review. The items submitted will be the package that is sent to the Housing Incentives Review Committee and City Council for consideration. **Submit verification of compliance for all items for which points are being requested.**

Submittal Requirements
<input type="checkbox"/> Completed Housing Incentives Application
<input type="checkbox"/> Affidavit of Legal Interest signed and notarized by property owner
<input type="checkbox"/> Other public funding sources/amounts
<input type="checkbox"/> A detailed written narrative that describes how the project meets the program criteria
<input type="checkbox"/> Site and floor plans showing location of residential, retail, landscaping, amenities and open space
<input type="checkbox"/> Vicinity map showing distance from project to public transportation or closest transportation corridor
<input type="checkbox"/> Vicinity map showing locations of retail, healthcare providers, recreation and employment opportunities within a one-mile radius of project
<input type="checkbox"/> Renderings
<input type="checkbox"/> Parking plan (include bike parking, charging stations, etc.)
<input type="checkbox"/> Layout of proposed vehicular and pedestrian access and circulation
<input type="checkbox"/> Any additional information needed to show compliance with points requested (for example: grading and drainage plan, energy compliance calculations, Energy Star certification documentation, LEED application checklist)
<input type="checkbox"/> Housing Incentives Checklist (this checklist)
<input type="checkbox"/> For projects that have not been reviewed for neighborhood compatibility through a qualifying planning application, submit a landscape plan, floor plans and elevations. Additional items may be requested after submittal as deemed necessary for review by the Planning Division.

Eligibility Criteria

Projects must meet specific criteria for location, neighborhood compatibility, and affordability to qualify for Housing Incentives Program funds. If any of these criteria are not met, the project is ineligible.

Location Criteria	
Project is located within Boise City Limits.	<input type="checkbox"/> Yes
Project is located along a transportation corridor and/or within ¼ mile of pedestrian access to public transportation.	<input type="checkbox"/> Yes
Project is located within ½ mile of retail, grocery, healthcare, social, recreational, employment opportunities, or other basic services.	<input type="checkbox"/> Yes

Neighborhood Compatibility Criteria
<i>Neighborhood compatibility must be confirmed through either an approved entitlement (e.g. PUD, CUP, SUB, DRH, etc.) or as determined by the Planning Director or a designated representative.</i>
Neighborhood compatibility was reviewed under the following application(s): Planned Unit Development Case Number: PUD _____ Conditional Use Permit Case Number: CUP _____ Design Review or Certificate of Appropriateness Case Number: DRH _____
For projects not approved through the entitlement process, compatibility will be confirmed by the Planning Director or designated representative. Their review will be based on general conformance with the guidance of Blueprint Boise (Chapter 3-Community Structure and Design). Additional submittal items may be required as needed for review.

Affordability Criteria		
Income of Households Served	# of Units/Type	Proposed Rents
<input type="checkbox"/> 0-30% of AMI	Studio _____ 1 Bedroom _____ 2 Bedroom _____ 3 Bedroom _____	\$ _____ \$ _____ \$ _____ \$ _____
<input type="checkbox"/> 31-50% of AMI	Studio _____ 1 Bedroom _____ 2 Bedroom _____ 3 Bedroom _____	\$ _____ \$ _____ \$ _____ \$ _____
<input type="checkbox"/> 51-80% of AMI	Studio _____ 1 Bedroom _____ 2 Bedroom _____ 3 Bedroom _____	\$ _____ \$ _____ \$ _____ \$ _____
Total Affordable Housing Units	Studio _____ 1 Bedroom _____ 2 Bedroom _____ 3 Bedroom _____	\$ _____ \$ _____ \$ _____ \$ _____

Project Scoring Criteria

Eligible projects must have a combined score of at least 150 in the following focus areas to qualify.

Location (30 POINTS)		POINTS EARNED
Project must demonstrate compliance with at least three of the following items:		
Walkways, bikeways, street crossings, and entrances promote pedestrian activity. New buildings are connected to existing sidewalks and area of development.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Project includes bike parking facilities and pedestrian paths that connect sidewalks and other transportation nodes.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Project includes the completion of a portion of the street grid where it is currently non-existent.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Project includes bike lockers, bike repair/aid station, and 1.5 bike parking spots per resident allowing for ample guest parking.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Extension or placement of bike lanes in conjunction with the project.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Compliance with three or more items: 30 points		
Total Points for Optimal Location		

Diversification (50 POINTS MAXIMUM)		POINTS EARNED
Category 1: Unit Diversity <i>The project must include at least one of following items:</i>		
Project diversifies the housing in the neighborhood by price, size, or housing types	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Proposed housing includes different sizes of units ranging from studios to two-bedroom apartments	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Project includes a mix of affordable and market rate housing units	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Compliance with one or more items: 20 points		
Category 2: Mixed-Use Project		
Project includes residential and commercial, office, or retail use: 20 points	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Category 3: Live-Work Units		
Project includes Live-Work Units: 10 points	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total Points for Project Diversification		

Adaptive Reuse (30 POINTS)		POINTS EARNED
At least 40% of the new housing units are created by converting existing structures with non-residential uses into multi-family housing: 30 points	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total Points for Adaptive Reuse		

Placemaking & Amenities (30 POINTS)		POINTS EARNED
<i>Project must demonstrate compliance with at least two of the following items:</i>		
The project has elements which activate the pedestrian levels.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
The project provides private amenities utilized by residents of the project and their guests.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
The project provides a public amenity.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
There are unique elements of the project which taken together create a unique sense of place associated with the project.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Compliance with two or more items: 30 points		
Total Points for Placemaking and Amenities		

Parking (15 POINTS)		POINTS EARNED
<i>Project must demonstrate compliance with at least one of the following items:</i>		
Project replaces surface parking with housing.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Project includes preferred parking spaces and reduced parking rates for energy efficient vehicles (electric or hybrids) and/or electric vehicle charging stations.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Compliance with one or more items: 15 points	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total Points for Parking		

Green Construction Practices (15 POINTS MAXIMUM)		POINTS EARNED
<i>Project receives points for compliance with each of the following:</i>		
Construction waste generated from the project is diverted from the landfill: 10 points maximum Lumber, plywood, and sheetrock (75 to 100%) – 10 points Metals (75 to 100% of accepted metals) – 5 points Cardboard - (75 to 100% of corrugated cardboard) – 5 points	<input type="checkbox"/> Yes <input type="checkbox"/> No	
75% of the excavated site waste generated from the project is diverted from the landfill: 5 points maximum	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Woody yard debris – 5 points Clean soil/fill – 5 points		
Total Points for Green Construction		

Energy (40 POINTS MAXIMUM)		POINTS EARNED
<i>Projects receive a maximum of 25 points for compliance with any combination of actions from the categories below:</i>		
Category 1: All Electric Construction		
Buildings are designed and constructed with all electric HVAC, hot water heating systems and kitchen appliances: 15 points	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Category 2: Compliance with Net Zero Energy Building Design		
Compliance with design and construction of a Net Zero Energy Building including third party verification. Obtain energy efficiency incentives, where applicable, from utilities. 15 points	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Category 3: Renewable Energy		
<i>Projects must demonstrate compliance with at least one of the following items (submit narrative/documentation):</i>		
On-site renewable energy system (e.g., solar photovoltaic panels, building integrated photovoltaic system, wind energy system, on-site micro hydropower system, active solar space heating system, solar thermal hydronic heating system, or photovoltaic hybrid heating system) that generates at least 25% of the anticipated total energy use in the building(s)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Participation by the project in an energy district or connection to a geothermal utility system (i.e. Boise Geothermal Heating System, Warm Springs Geothermal System, etc.)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Compliance with one item: 10 points		
Category 4: Energy Efficiency		
<i>Projects must demonstrate compliance with at least one of the following items (submit narrative/documentation):</i>		
Current NW Energy star certification of multi-family units in mid and high rises. Obtain energy efficiency incentives, where applicable, from utilities.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Increase in energy efficiency 15% beyond current minimum code requirements as adopted by Boise City as measured by the Home Energy Rating System (HERS) rating scale Obtain energy efficiency incentives, where applicable, from utilities (Idaho Power, Intermountain Gas, Suez, etc.).	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Compliance with one items: 10 points		
Total Points for Energy		

Sustainability (30 POINTS MAXIMUM)		POINTS EARNED
<i>Projects receive points for compliance with any one category below:</i>		
Category 1: Formal certification by rating organizations		
LEED Certification - Silver certification or higher: 15 points	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Green Globes Certification - Two globes or higher: 15 points	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Category 2: Compliance with Green Construction Code		
Compliance with 2012 International Green Construction Code (or later) or National Green Building Standard ICC 700-2012 (where applicable). Compliance with later editions of the code would be eligible as well (identify in application narrative): 15 points	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Category 3: Voluntary Sustainability – Existing Buildings		
Building elements are being upgraded voluntarily, not as a result of code or ordinance requirements. Examples include window replacement, connecting to Boise's geothermal, etc. (Submit narrative/documentation): 10 points	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Total Points for Sustainability		

Contract Issues

- *By signing below, the applicant acknowledges that they have received and read the Housing Incentives Program Guidelines.*
- *The applicant assures that the above information is true and correct and agrees to comply with all City of Boise regulations applicable to this program.*
- *The applicant also agrees that in the event of their breach of any condition or provision, or whenever deemed to be in the interest of the City of Boise, that this agreement may be terminated.*
- *The applicant acknowledges any changes made to a project after approval of a housing incentive award may result in modification or termination of the award agreement.*
- *The applicant acknowledges submittal of this application does not guarantee housing incentive award will be available and the City of Boise may, whenever deemed to be in the interest of the city, terminate the Housing Incentives Program.*

Project Owner or Authorized Agent Name (printed)

Project Owner or Authorized Agent Signature

Date

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Project Scoring Table	Points Earned
<i>Transfer total points earned from each area into the chart below</i>	
Location (30 POINTS)	
Diversification (50 POINTS MAXIMUM)	
Adaptive Reuse (30 POINTS)	
Placemaking & Amenities (30 POINTS)	
Parking (30 POINTS)	
Green Construction Practices (15 POINTS MAXIMUM)	
Energy (40 POINTS MAXIMUM)	
Sustainability (30 POINTS MAXIMUM)	
TOTAL POINTS	

Housing Incentives Awarded		
Income of Households Served	# of Units	Amount
0-30% of AMI	Studio _____ 1 Bedroom _____ 2 Bedroom _____ 3 Bedroom _____	\$
31-50% of AMI	Studio _____ 1 Bedroom _____ 2 Bedroom _____ 3 Bedroom _____	\$
51-80% of AMI	Studio _____ 1 Bedroom _____ 2 Bedroom _____ 3 Bedroom _____	\$
TOTAL		Units \$