



CITY OF LEWISVILLE

LOW INCOME HOUSING TAX CREDIT
2024 APPLICATION

DUE DATE - DECEMBER 31, 2023

Revised 10.05.23

Purpose of the Application

The City of Lewisville created the Low Income Housing Tax Credit Application to streamline the process for reviewing requests from residential housing developers who are seeking to build or rehabilitate housing in Lewisville using the Low Income Housing Tax Credit and need a resolution of support or no objection from the governing body. The application is designed to collect high-level information about your firm and your proposed project, including the status of the proposed project, and the benefits that the proposed project would deliver to Lewisville.

City's Housing Priorities

The City of Lewisville prioritizes the preservation and construction of high-quality, affordable housing units that are located close to amenities, transportation, and jobs. Applicants for LIHTC Resolutions should be aware that the City prioritizes the following:

- Acquisition and rehabilitation of existing multifamily rental units that are in need of significant capital investment.
- Construction of new rental housing units near the Highland Village/ Lewisville Lake, Old Town, and Hebron light rail stations.
- Projects that provide affordable rents for a full range of low- and moderate income households, including households earning less than 50% AMI.
- Projects that offer social services and that do not discriminate against applicants based on source of income.

Community Engagement Requirement

The City of Lewisville encourages firms to engage local residents early in the development process. On or before January 19, 2024, your firm must hold at least one community meeting within the neighborhood where the housing development is proposed to be built or rehabilitated. All nearby neighborhood organizations must be notified. City of Lewisville staff maintains a list of active neighborhood organizations and can provide it upon request.

Completing the Checklist

The checklist is 3 pages long and should take 10-15 minutes to complete. If you have any questions about the application, please contact Christina Williams, Economic Development Manager, at cwilliams@cityoflewisville.com.

Staff Review of the Application

Upon receiving a completed application and documentation that the required neighborhood meeting was held, City of Lewisville staff will review the application and schedule a time to meet with you.

After meeting with City staff, one of three things may occur:

1

If your project aligns with City priorities/policies and your firm conducted at least one neighborhood meeting, staff may forward your application to the City Council with a recommendation that they provide a resolution of support or no objection (whichever is applicable).

2

If your project aligns with City priorities/policies but the project is in the exploratory/conceptual phase, you will be encouraged to submit an updated City of Lewisville Low Income Housing Tax Credit Application once your project has moved beyond the exploratory/conceptual phase.

3

If your project does not align with one or more City of Lewisville priorities or policies, you will be informed of the decision.

Project Information

Project Name	Proposed Project Address
Authorized Representative	
Full Name and Title	Email Address
Phone Number	Business Address

Project Narrative

The City of Lewisville recognizes that you may be in the early stages of conceptualizing your Project. Please note any elements of your Project that are tentative or unknown. Provide a brief project narrative, including:

- Description of the Project, including the reason why Lewisville was selected as a finalist site.
- Project timeline.
- The proposed unit mix and affordability mix.
- Whether the Project is seeking a 9% or 4% allocation of tax credits.

Narrative *(Note: Text box will expand to accommodate more text.)*

Type of Project

	Select all that apply
New construction of a building.	
Purchase of an existing building.	
Leasing of an existing building.	
Repairs or improvements to an existing building.	

Status of the Project

	Yes	No	N/A
Has a market study been performed?			
Has an environmental site assessment been completed?			
Has the purchase of the land and/or existing building been finalized?			
Has the lease been finalized?			
Has a construction contract been signed?			
Has a building permit for new construction or rehab been issued?			

Residential Projects

	Yes	No	N/A
Is a private activity bond inducement anticipated?			

Checklist of Attachments

The City of Lewisville requests the following information below. If you have any questions regarding any of the attachments, please reach out to City of Lewisville Economic Development staff.

- Conceptual site plan
- Conceptual elevations/renderings

Certification by Authorized Representative

I swear or affirm that all information provided in this application, including all attachments, is true, correct, and complete, and I have not knowingly and willfully falsified, concealed, or covered up a material fact; made any materially false, fictitious, or fraudulent statement or representation; or made or used any false writing or document knowing the same to contain any materially false, fictitious, or fraudulent statement or entry related to this application.

I further represent and warrant that the undersigned is an authorized representative of the entity applying for economic development incentives from the City of Lewisville.

Signature

Title

Date