



Zoning Certification

(This Form **Must** Be Submitted On Locality's Letterhead or Professional Civil Engineer's Letterhead. Engineer must be registered in the Commonwealth of Virginia.)

TO: Virginia Housing Development Authority
601 South Belvidere Street
Richmond, Virginia 23220
Attention: Jim Chandler

RE: ZONING CERTIFICATION

Name of Development: _____
Name of Owner/Applicant: _____
Name of Seller/Current Owner: _____

The above-referenced Owner/Applicant has asked this office to complete this form letter regarding the zoning of the proposed Development (more fully described below). This certification is rendered solely for the purpose of confirming proper zoning for the site of the Development. It is understood that this letter will be used by the Virginia Housing Development Authority solely for the purpose of determining whether the Development qualifies for points available under VHDA's Qualified Allocation Plan for housing tax credits.

DEVELOPMENT DESCRIPTION: (To be provided by the Owner)

Development Address: (Should correspond to I.A.2 on page 1 of the application)

Legal Description (should correspond to the site control document in the application):

Proposed Improvements (should correspond with I.B & D and III.A of the application):

<input type="checkbox"/> New Construction:	_____ # Units	_____ # Buildings	_____ Total Gross Floor Area
<input type="checkbox"/> Adaptive Reuse:	_____ # Units	_____ # Buildings	_____ Total Gross Floor Area
<input type="checkbox"/> Rehabilitation:	_____ # Units	_____ # Buildings	_____ Total Gross Floor Area

Current Zoning: _____ allowing a density of _____ units per acre, and the following other applicable conditions: _____

Zoning is proper only if the property on which the development is or will be located complies with existing zoning requirements; provided, however, that if the zoning is not residential with an "R" designation, zoning will not be deemed to be proper, unless the chief executive officer of the locality certifies, on behalf of such locality, approves the request of the above-referenced Owner/Applicant to such locality that the zoning be deemed to be proper for the sole purpose of awarding points under the Qualified Allocation Plan, notwithstanding that the zoning for the property does not have an "R" designation.

Other Descriptive Information: (Should correspond with information in the application)

LOCAL CERTIFICATION: (To be completed by the appropriate local official or Civil Engineer)

Check one of the following as appropriate:

- The zoning for the proposed development described above is proper and currently is an "R" zoning designation or a special use permit has been issued. To the best of my knowledge, there are presently no zoning violations outstanding on this property. No further zoning approvals and/or special use permits are required.

- The development described above is an approved non-conforming use in an "R" zoning designation. To the best of my knowledge, there are presently no zoning violations outstanding on this property. No further zoning approvals and/or special use permits are required.

- There are no zoning requirements currently applicable to the site described above.

(Signature)

(Printed Name)

(Title of Local Official or Civil Engineer)

Phone: _____

Date: _____

To be completed only by Chief Executive Officer (**applicable only if zoning does not have “R” designation**):

- The zoning for the proposed development does not have an “R” designation, however, the chief executive officer of the locality certifies in the space provided below that he/she has, on behalf of such locality, approved the request of the above-referenced Owner/Applicant to such locality that the zoning be deemed to be proper for the sole purpose of awarding points under the Qualified Allocation Plan.

The undersigned, who is the chief executive officer of the City/County of _____, Virginia, hereby certifies that he/she has, on behalf of such locality, approved the request of the above-referenced Owner/Applicant to such locality that the zoning be deemed proper for the sole purpose of awarding points under the Qualified Allocation Plan, notwithstanding that the zoning for the property does not have an “R” designation.

(Signature)

(Printed Name)

(Title of Chief Executive Officer)

Date: _____

NOTE TO LOCALITY:

1. Return this certification to the developer for inclusion in the tax credit application package.
2. Any change in this form may result in a reduction of points under the scoring system. If you have any questions, please call Jim Chandler at VHDA (804) 343-5786.

NOTE TO DEVELOPER: You are strongly encouraged to submit this certification to the appropriate local official at least three weeks in advance of the application deadline to ensure adequate time for review and approval.