MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY

735 East Michigan Avenue, Lansing, Michigan 48912

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| Local Government Use Only |
| Notification No. | Date Received |
|  |  |
| State Use Only |
| Notification Request No. | Date Received |
|  |  |

NOTIFICATION TO LOCAL ASSESSOR

OF ELIGIBILITY FOR WORKFORCE HOUSING EXEMPTION

STATE OF MICHIGAN )

)ss.

COUNTY OF )

*(Notary Public please fill in name of county)*

 *(insert name of authorized agent)*, being duly sworn, deposes and says:

1. This affidavit is made for the purposes of Section 15a of Act No. 346 of the Public Acts of 1966, as amended (the "Act").

2. Notice is hereby given of exemption from all ad valorem taxes imposed by the State or by any political subdivision, public body or taxing district in which the property described below is located.

3. The housing project for which exemption is claimed will be used as "workforce housing" as defined by Section 15a(1)(d) of the Act, as set forth in Public Act 239 of 2022 and is generally identified as .

 *(insert name of housing development)*.

4. The housing project for which exemption is claimed is subject to a recorded covenant running with the land that restricts the use of the housing project to workforce housing for a period of \_\_\_\_\_ (*insert number of years specified in recorded covenant*) years.

5. The housing development is owned by

*(insert name of owner entity,)* whose address is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (*insert owner's mailing address*) and will be a \_\_\_\_\_ New Construction or \_\_\_\_\_ Rehabilitation housing project (*check one*).

6. The address, permanent parcel number and school district information for the housing project are:

|  |  |
| --- | --- |
| Street Address: |  |
| City, State and Zip Code: |  |
| Permanent Parcel No.: |  |
| School District Name: |  |
| School Direct Code: |  |

 7. Future notifications regarding the housing project should be directed to:

|  |  |
| --- | --- |
| Contact Person's Name: |  |
| Name of Business: |  |
| Address: |  |
| Telephone No.: |  |
| E-mail: |  |

I certify that, to the best of my knowledge, the information contained herein is true with respect to the property for which this Notification of Exemption is submitted. Further, I am familiar with the provisions of Public Act 239 of 2022, and, to the best of my knowledge, the housing project described in this application has complied and will be able to comply with the requirements for the tax exemption. I further certify that the housing to be constructed or rehabilitated, when completed, will constitute workforce housing as that term is defined by Section 15a(10)(d) of the Act. I understand that I am required to pay an annual service charge in lieu of taxes and that for any housing units not used as workforce housing during the prior year, the annual service charge will be equal to the full amount of ad valorem tax that would have been levied on those units had the property not been tax exempt.

(Signature of affiant who has been (Title)

 authorized to make this affidavit)

*(This section to be prepared and executed by Notary Public)*

Subscribed and sworn to before me this day of , 20\_\_\_.

 Name:

 Notary Public, \_\_ County, MI

 My commission expires:

 Acting in County, MI

*(This section to be prepared and executed by Michigan State Housing Development Authority)*

I certify that this affidavit has been submitted to the Michigan State Housing Development Authority (the "Authority") for certification and that the project described above is eligible for exemption as workforce housing under Section 15a(1)(b) of the Act (Public Act 239 of 2022).

 MICHIGAN STATE HOUSING

 DEVELOPMENT AUTHORITY

By:

 Richard M. Norton

 Its: Deputy Director of Legal Affairs

STATE OF MICHIGAN )

)ss.

COUNTY OF INGHAM )

On this \_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_, the above Notification to Local Assessor of

Eligibility for Workforce Housing Exemption was acknowledged before me by Richard M. Norton, as Deputy Director of Legal Affairs, on behalf of the Michigan State Housing Development Authority, a public body corporate and politic of the State of Michigan.

Notary Public, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ County, MI

Acting in Ingham County, Michigan

My Commission Expires:

**INSTRUCTIONS FOR COMPLETING**

**NOTIFICATION OF ELIGBILITY FOR WORKFORCE HOUSING EXEMPTION**

The workforce housing ad valorem tax exemption was created by Public Act 239 of 2022. This form must be filed by the property owner seeking a workforce housing exemption after obtaining approval from the governing body of the municipality in which the workforce housing will be constructed or rehabilitated pursuant to an ordinance authorizing workforce housing ad valorem tax exemptions and, if applicable, adoption of an ordinance or resolution approving of the property owner’s request for exemption.

The property owner completes the form and submits the completed form with copies of:

1. Workforce Housing Ordinance adopted by the municipality

2. Vesting deed with full legal description

3. Resolution approving tax exemption, if applicable

4. Recorded Covenant Running With the Land

to the Michigan State Housing Development Authority for certification by the Authority that the project described is eligible for the exemption.

The property owner must file the certified notification of the exemption with the local assessing officer before November 1 of the year preceding the tax year in which the exemption is to begin.

Not later than 5 business days after receipt of the certificated notification of the exemption, the local assessing officer must provide a copy of the certified notification of exemption to the treasurer of the county in which the housing project is located.

**Excerpts from Public Act 239 of 2022:**

**MCL 125.1415a(10)(b):** “Area median income means that term as defined in section 59.

**MCL 125.1415a(10)(d):** “Workforce housing” means rental units or other housing options that are reasonably affordable to, and occupied by, a household whose total household income is not greater than 120% of the area median income and published by the United States Department of Housing and Urban Development.

This form is issued under the authority of Public Act 239 of 2022. Filing is mandatory.