**COOK COUNTY ASSESSOR**
**JOSEPH BERRIOS**

COOK COUNTY ASSESSOR'S OFFICE
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# CLASS 8
# ELIGIBILITY APPLICATION

Carefully review the Class 8 Eligibility Bulletin before completing this Application. For assistance, please contact the Assessor's Office, Development Incentives Department, (312) 603-7529. This application, ***a filing fee of $500.00***, and supporting documentation (except drawings and surveys) must be filed as follows:

This application must be filed **PRIOR TO** the commencement of New Construction or **PRIOR TO** the commencement of Substantial Rehabilitation Activities or **PRIOR TO** the commencement of Reoccupation of Abandoned Property.

## *Applicant Information*

Name: _____ Telephone: (_____)_____

Address: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____

*Contact Person (if different than the Applicant)*

Name: _____

Company: _____ Telephone: (_____)_____

Address: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____

## *Property Description (per PIN)*

**If you are applying for more than three different PINs, please submit the additional PIN information in an attachment.**

Street address: (1) _____

Permanent Real Estate Index Number: _____
(2) _____

Permanent Real Estate Index Number: _____

City: _____ State: _____ Zip Code: _____

Township: _____ Existing Class: _____

(Please circle) Industrial or Commercial

***Attach legal description, site dimensions and square footage, and building dimensions and square footage.***

***Class 8 application is based upon the location of the property in:***

_____ 1) An area which has been Certified for Class 8

_____ 2) One of the following five townships: Bloom, Bremen, Calumet, Rich, or Thornton

_____ 3) Property obtained through the Cook County Tax Reactivation Program

## *Identification of Persons or Entities Having an Interest*

Attach a complete list of all owners, developers, occupants and other interested parties (including all beneficial owners of a land trust) identified by names and addresses, and the nature and extent of their interest.

## *Property Use*

Attach a detailed description of the precise nature and extent of the intended use of the subject property, specifying in the case of multiple uses the relative percentages of each use.

Include copies of materials which explain each occupant's business, including corporate letterhead, brochures, advertising material, leases, photographs, etc.

## *Nature of Development*

Indicate nature of the proposed development by checking the appropriate space:

[ ] New Construction (Read and Complete Section A)

[ ] Substantial Rehabilitation (Read and complete Section A)
**Incentive only applied to market value attributable to the rehabilitation**

[ ] Occupation of Abandoned Property – No Special Circumstances (Read and complete Section B)

[ ] Occupation of Abandoned Property – With Special Circumstances (Read and complete Section C)

A. If the proposed development consists of *new construction* or *substantial rehabilitation*, provide the following information:

Estimated date of construction commencement (excluding demolition, if any): _____

Estimated date of construction completion: _____

Attach copies of the following:

1. specific description of the proposed new construction or substantial rehabilitation
2. current plat of survey for subject property (if available)
3. 1st floor plan or general arrangement drawings
4. building permits, wrecking permits and occupancy permits, when available, including date of issuance
5. complete description of the cost and extent of substantial rehabilitation or new construction (including such items as contracts, itemized statements of all direct and indirect costs, contractor's affidavits, etc.)

B. If the proposed development consists of the re-occupancy of *abandoned property*, provide the following information:

1. Was the subject property vacant and unused for at least 24 continuous months prior to purchase for value?

   [ ] YES [ ] NO

   When and by whom was the subject property last occupied and used?

   _____

   _____

   Attach copies of the following documents:

   (a) sworn statements from persons having personal knowledge attesting to the fact and duration of vacancy and abandonment
   (b) records (such as statements of utility companies), indicating that the property has been vacant and unused and the duration of such vacancy

2. Application must be made to Assessor prior to reoccupation:

   Estimated date of reoccupation: _____

   Date of purchase: _____

   Name of purchaser: _____

   Name of seller: _____

   Relationship of purchaser to seller: _____

Attach copies of the following documents:

(a) sale contract
(b) closing statment
(c) recorded deed
(d) assignment of beneficial interest
(e) real estate transfer declaration

C. If the applicant is seeking special circumstances to establish that the property was abandoned for purposes of the incentive where there was a purchase for value, but the period of *abandonment prior to purchase was less than 24 continuous months*, please complete section (1) below. If the applicant is seeking special circumstances to establish that the property was abandoned for purposes of the incentive where there was *no purchase for value*, but the period of abandonment prior to application was 24 continuous months or greater, please complete section (2) below.

1. How long was the period of abandonment prior to the purchase for value? _____

   When and by whom was the subject property last occupied prior to the purchase for value?

   _____

   _____

Attach copies of the following documents:

(a) Sworn statements from person having personal knowledge attesting to the fact and duration of vacancy and abandonment.
(b) Records (such as statements of utility companies) which demonstrate that the property was vacant and unused and indicated duration of such vacancy.
(c) Include the finding of special circumstances supporting "abandonment" as determined by the municipality, or the County Board, if located in an unincorporated area. *Also include the ordinance or resolution for the Board of Commissioners of Cook County stating its approval for the less than 24-month abandonment period.*

Application must be made to Assessor prior to commencement of reoccupation of the abandoned property.

Estimated date of reoccupation: _____

Date of purchase: _____

Name of purchaser: _____

Name of seller: _____

Relationship of purchaser to seller: _____

Attach copies of the following documents:

(a) Sale contract
(b) Closing statement
(c) Recorded deed
(d) Assignment of beneficial interest
(e) Real estate transfer declaration

2. Was the subject property vacant and unused for at least 24 continuous months prior to the filing of this application?

[ ] YES [ ] NO

When and by whom was the subject property last occupied prior to filing this application?

_____

_____

Attach copies of the following documents:

(a) Sworn statements from persons having personal knowledge attesting to the fact and duration of vacancy and abandonment.
(b) Records (such as statements of utility companies) which demonstrate that the property was vacant and unused and indicate duration of such vacancy.
(c) Include the finding of special circumstances supporting "abandonment" as determined by the municipality, or the County Board, if located in an unincorporated area. *Also include the ordinance or resolution for the Board of Commissioners of Cook County stating its approval for lack of a purchase for value.*

Application must be made to Assessor prior to commencement of reoccupation of the abandoned property.

Estimated date of reoccupation: _____

## *Employment Opportunities*

How many construction jobs will be created as a result of this development? _____

How many permanent full-time and part-time employees do you now employ in Cook County?
Full-time: _____ Part-time: _____

How many new permanent full-time jobs will be created as a result of this proposed development? _____

How many new permanent part-time jobs will be created as a result of this proposed development? _____

## *Cook County Living Wage Ordinance (Industrial Properties ONLY)*

Applicant confirms that it has reviewed a copy of Chapter 34, Article IV, Division 1, of the COOK COUNTY LIVING WAGE ORDINANCE, Sec. 34-123, as amended.

Please mark the appropriate blank below to indicate which statement applies to the applicant:

_____ Applicant acknowledges that during the appeal process it must provide an affidavit to the Cook County Assessor's Office stipulating it is in compliance with the above referenced Living Wage Ordinance because applicant is currently paying a living wage to its employees.

**OR**

_____ Applicant acknowledges that during the appeal process it must provide an affidavit to the Cook County Assessor's Office stipulating it is in compliance with the above referenced Living Wage Ordinance because applicant is not required to pay a living wage.

## *Local Approval*

A certified copy of a resolution or ordinance from the municipality in which the real estate is located (or the County Board, if the real estate is located in an unincorporated area) should accompany this Application. The ordinance or resolution must expressly state that the municipality supports and consents to this Class 8 Application and that it finds Class 8 necessary for development to occur on the subject property. If a resolution is unavailable at the time the application is filed, a letter from the municipality or the County Board stating that a resolution or ordinance supporting the incentive has been requested may be filed instead. If the applicant is seeking to apply based on the reoccupation of abandoned property and will be seeking a finding of "special circumstances" from the municipality, in addition to obtaining a letter from the municipality confirming that a resolution or ordinance supporting the incentive has been requested, the applicant must file a letter from the County Board confirming that a resolution validating a municipal finding of special circumstances has been requested. If at a later date the municipality or the County Board denies the applicant's request for a resolution or ordinance, the applicant will be deemed ineligible for the Class 8 incentive, whether or not construction has begun. In all circumstances, the resolution must be submitted by the time the applicant files an "Incentive Appeal Form" requesting the actual class change.

**I, the undersigned, certify that I have read this Application and that the statements set forth in this Application and in the attachments hereto are true and correct, except as those matters stated to be on information and belief and as to such matters the undersigned certifies that he/she believes the same to be true.**

| | |
|---|---|
| _____ | _____ |
| Signature | Date |
| _____ | _____ |
| Print Name | Title |

**Note: If title to the property is held in trust or by a corporation or a partnership, this Class 8 Eligibility Application must be signed by the beneficiary, officer and/or general partner.*