



City of Wilmington
Department of Real Estate and Housing
PROPERTY DISPOSITION
PROPOSAL FORM

Date of Submission: _____

Project Name (if applicable) _____

Site Address 904 and 906 Kirkwood Street
Wilmington, Delaware 19801

A. APPLICANT INFORMATION (Owner Entity)

Name _____

Address _____
Street

City

State

Zip

Contact Person _____

Home Phone # () _____ Work Phone # () _____ FAX # () _____

1. Legal Ownership Entity:

- General Partnership
- Individual
- Non-Profit Organizations (IRS 501 (c)3 Approved)
- Corporations
- Limited Partnership
- Other _____

2. Legal Status of Organization:

- Currently Exists
- To Be Formed
- N/A
- Estimated Date of Filing: _____

B. DEVELOPMENT DESCRIPTION

1. Type of Proposed Development or Use (check all applicable)

- Single Family
- Multi-Family (4 units or less) / Multi-Family (more than 4 units)
- Single Room Occupancy
- Commercial
- Permanent
- Yard Expansion

2. Physical Characteristics of Development

a. Construction Type

- | | |
|---|---|
| <input type="checkbox"/> New Construction | <input type="checkbox"/> Rehabilitation |
| <input type="checkbox"/> Moderate | <input type="checkbox"/> Historic |
| <input type="checkbox"/> Substantial | <input type="checkbox"/> Conversion |
| <input type="checkbox"/> N/A | |
| <input type="checkbox"/> Other _____. | |

b. Building Type

- | | |
|---------------------------------------|---------------------------------------|
| <input type="checkbox"/> Townhouse | <input type="checkbox"/> Duplex |
| <input type="checkbox"/> Single | <input type="checkbox"/> Apartments |
| <input type="checkbox"/> Mid Rise | <input type="checkbox"/> Manufactured |
| <input type="checkbox"/> N/A | |
| <input type="checkbox"/> Other _____. | |

3. Occupancy Type

- | | |
|--|--|
| <input type="checkbox"/> Rental | <input type="checkbox"/> Mentally Disability |
| <input type="checkbox"/> Homeownership | <input type="checkbox"/> Physically Disabled |
| <input type="checkbox"/> N/A | |
| <input type="checkbox"/> Business | |
| <input type="checkbox"/> Other _____. | |

4. Number of Buildings: _____ Number of Units: _____ Number of Stories: _____

Are the Buildings or Lands Contiguous? Yes No

If no, describe the proximity of the sites to each other.

5. Project Specifications

- a. Total of All Buildings (in square feet): _____
- b. Gross Building Area (including basement(s), only if improved): _____
- c. Gross Residential and all Residential Related Areas: _____
- d. Gross Commercial and all Commercial Related Areas: _____
- e. Total Land Area: _____
- f. Total Number of Parking Spaces: _____
- g. Average Unit Size (sq. ft.): _____
- h. Other Areas (explain, if applicable): _____

6. Building Description

	<u>Existing</u>	<u>Proposed</u>
Structural System	_____	_____
Exterior Finish	_____	_____
Heating System	_____	_____
A/C System	_____	_____
Number of Elevators	_____	_____
Additional Information:		
	_____	_____
	_____	_____
	_____	_____

7. List community facilities and amenities planned for the development? Continue on separate attachment, if necessary.

8. Site Information

a. Area _____ sq. ft.

b. Zoning

1. Present Zoning Classification: _____

2. Is multi-family a permitted use? Yes No

c. Is the site located within an Historic District? Yes No

9. Existing Building(s)

a. Is the demolition of any buildings planned? Yes No

If yes, describe. _____

b. If yes, do you plan to seek a historical designation and tax credit? Yes No

Explain: _____

10. Describe the population the project will be attempting to service.

11. Development Team

Attorney:

(Firm)

(Name)

(Street)

(City/State/Zip)
() _____ () _____
(Phone) (Fax)

Owner:

(Firm)

(Name)

(Street)

(City/State/Zip)
() _____ () _____
(Phone) (Fax)

Architect:

(Firm)

(Name)

(Street)

(City/State/Zip)
() _____ () _____
(Phone) (Fax)

Sponsor:

(Firm)

(Name)

(Street)

(City/State/Zip)
() _____ () _____
(Phone) (Fax)

Contractor:

(Firm)

(Name)

(Street)

(City/State/Zip)
() _____ () _____
(Phone) (Fax)

Management Agent:

(Firm)

(Name)

(Street)

(City/State/Zip)
() _____ () _____
(Phone) (Fax)

Consultant:

(Firm)

(Name)

(Street)

(City/State/Zip)
() _____ () _____
(Phone) (Fax)

12. Project Summary

- a. Applicant's Experience — Indicate all housing development projects completed by applicant.

C. DEVELOPMENT COSTS

The Minimum Bid Amount for 904 and 906 Kirkwood Street is \$5,000. This acquisition fee is due at settlement when the property is transferred to the winning bidder. Please fill in your bid on the line below.

Applicant(s) bid Subtotal \$ _____

Construction Costs:..... **Subtotal** \$ _____

Soft Costs:

Architectural/Engineering Fees \$ _____

Legal Fees \$ _____

Accounting Fees \$ _____

Administrative/Development Fees \$ _____

Survey \$ _____

Title Work \$ _____

Taxes \$ _____

Insurance \$ _____

Relocation \$ _____

Other \$ _____

Subtotal \$ _____

Miscellaneous Costs:

Developer Fee \$ _____

Project Reserve \$ _____

Subtotal \$ _____

Contingency: \$ _____

Subtotal \$ _____

TOTAL COSTS \$ _____

(Additionally, the City of Wilmington will maintain a \$25,000 lien per property to ensure construction completion. Upon your disposition of the property, (third party transfer), The City of Wilmington will reduce the lien amount and collect an additional \$5,000 per property.)

D. SOURCES OF FUNDS

SOURCE OF FUNDS	AMOUNT	USE OF FUNDS	STATUS (CIRCLE)
1.			Secured Pending
2.			Secured Pending
3.			Secured Pending
4.			Secured Pending
5.			Secured Pending
6.			Secured Pending

1. Total Financing

Total Private Sources \$ _____
 Total Public Sources (excluding HOME request) \$ _____
 Developer's Equity \$ _____
 Other \$ _____
TOTAL ALL SOURCES \$ _____

NOTE: Total from all sources must match total Development Costs on previous page.

2. Banking References

Name _____

Address _____

Street

City

State

Zip

Contact Person _____

Home Phone # () _____ Account Number: _____

**Please submit completed form to:
 Department of Real Estate and Housing
 Louis L. Redding City/County Building 7th Floor
 Wilmington, Delaware 19801**

Please attach any supplemental documentation that you believe may assist us in its review of your application, including letters of commitment from funding sources and other evidence of financing commitments. Submitting entities should look to attain community support from local community groups and city council representatives. Property dispositions shall be subject to liens and/or restrictions in favor of the City of Wilmington. It is the discretion of the Department of Real Estate and Housing's director to determine the extent of such liens and/or restrictions.