



**CLASS 7A**  
**ELIGIBILITY APPLICATION**

CONTROL NUMBER

Carefully review the Class 7a 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 must be filed as follows:

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

***Applicant Information***

Name: \_\_\_\_\_

Company: \_\_\_\_\_ 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: \_\_\_\_\_

(3) \_\_\_\_\_

Permanent Real Estate Index Number: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Township: \_\_\_\_\_ Existing Class: \_\_\_\_\_

## Identification of Persons Having an Interest in the Property

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

### General Description of Proposed Property Usage \_\_\_\_\_

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

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

Include copies of materials, which explain the 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 below)
- Substantial Rehabilitation (Read and complete Section A below)
- 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: \_\_\_\_\_

Total redevelopment cost, excluding land: \$ \_\_\_\_\_  
(Not to exceed \$2 million)

Attach copies of the following:

1. specific description of the proposed new construction or substantial rehabilitation
2. current plat of survey for subject property
3. 1<sup>st</sup> floor plan or schematic drawings
4. building permits, wrecking permits and occupancy permits (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 or substantial rehabilitation?

YES                       NO

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

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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) recorded deed
- (c) assignment of beneficial interest
- (d) 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?

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- (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? \_\_\_\_\_

**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) must accompany this Application. The ordinance or resolution must expressly state that the municipality supports and consents to this Class 7a Application and that it finds Class 7a necessary for development to occur on the subject property. This resolution must expressly state that the five eligibility factors, which must be present to demonstrate the area is "in need of commercial development", are satisfied.

**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 7a Eligibility Application must be signed by the beneficiary, officer and/or general partner.*

# INCENTIVES CLASS LIVING WAGE ORDINANCE AFFIDAVIT

\_\_\_\_\_ as agent for the applicant set forth below, who is seeking a classification Incentive as referenced below, I do hereby state under oath as follows:

1. As the agent for the applicant set forth below, I have personal knowledge as to the facts stated herein.
2. The property identified by PIN(s) with commonly known address(es), listed in Exhibit A attached and herein incorporated, are/is the subject of a pending application/renewal (*circle as appropriate*) for one of the following development Incentives provided by the Code of Ordinances of Cook County, Chapter 74, Article II, Division 2, The Cook County Real Property Assessment Classification Ordinance, Sec.74-60 et seq., as amended
3. I have reviewed the Code of Ordinances of Cook County, Chapter 34, Article IV, Division 1 and The Cook County Living Wage Ordinance, Sec. 34-127 et seq., as amended (*the "Ordinance"*), and certify that the applicant is in compliance with the above referenced Cook County Living Wage Ordinance, due to one of the following options (*check as appropriate*):

\_\_\_\_ Applicant is currently paying a living wage to its employees, as defined in the Ordinance.

OR

\_\_\_\_ Applicant is not required to pay a living wage, pursuant to the Ordinance.

Further affiant sayeth not.

\_\_\_\_\_  
Agent's Signature

\_\_\_\_\_  
Agent's Name & Title

\_\_\_\_\_  
Agent's Mailing Address

\_\_\_\_\_  
Agent's Telephone Number

\_\_\_\_\_  
Applicant's Name

\_\_\_\_\_  
Applicant's Mailing Address

\_\_\_\_\_  
Applicant's e-mail address

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

\_\_\_\_\_  
Signature of Notary Public

