



**CITY OF TUMWATER**  
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**TAX EXEMPTION ON MULTI-FAMILY UNITS  
 WITHIN A DESIGNATED RESIDENTIAL  
 TARGET AREA**  
**APPLICATION FOR A CONDITIONAL  
 CERTIFICATE**

TUM -24-  
**0714**

Kerri  
 RCVD BY

DATE STAMP  
  
 05-08-2024

LEGAL OWNER: Tyrell and Tessa Bradley Email: tbradley@ldccorp.com  
 Mailing Address 2800 Forest Hill Dr SE Olympia WA 98501 Phone: (360) 878-0678  
 APPLICANT: The Rookery Olympia, LLC Email: tbradley@ldccorp.com  
 Mailing Address 6504 Capitol Blvd SE Tumwater WA 98501 Phone: (360) 878-0678  
 AGENT: Tyrell Bradley Email: tbradley@ldccorp.com  
 Mailing Address 6504 Capitol Blvd SE Tumwater WA 98501 Phone: (360) 878-0678

#### PROJECT INFORMATION

PROPERTY ADDRESS: 6504 Capitol Blvd SE Tumwater WA 98501  
 PARCEL #: 12702230900 PROJECT NAME: The Rookery  
 LEGAL DESCRIPTION: 2-17-2W N2-S2-S2-NW TRACT A BLA-7276 12/556 LESS R/W 2463/4 95

#### RESIDENTIAL TARGET AREA WHERE PROJECT WILL BE LOCATED:

8 OR 12 YEAR TAX CREDIT: ☒ CAPITOL BOULEVARD CORRIDOR

☐ BREWERY DISTRICT

12 YEAR TAX CREDIT ONLY: ☐ TUMWATER TOWN CENTER

☐ LITTLEROCK ROAD SUBAREA

INTEREST IN PROPERTY: ☒ FEE SIMPLE ☐ CONTRACT PURCHASE ☐ OTHER

DESCRIPTION OF THE PROJECT, INCLUDING USES OF ALL PROPOSED BUILDING AND ON-SITE AMENITIES: The proposed project will construct a mixed use building with the ground floor being a commercial office and the two floors above providing six (6) market rate multifamily housing units. On-site amenities will consist of a shared courtyard and rooftop decks that can be accessed by all units.

TOTAL NUMBER OF DWELLING UNITS PROPOSED: 6

NUMBER OF UNITS: EXISTING EMPTY: 0 EXISTING OCCUPIED: 0

\*\* IF EXISTING UNITS ARE VACANT, DATE LAST OCCUPIED: \_\_\_\_\_

*\*\* AFFIDAVIT OF VACANCY MUST BE ATTACHED\*\**

TERM OF TAX EXEMPTION REQUESTED: ☒ 8 YEAR TAX CREDIT OR ☐ 12 YEAR TAX CREDIT

NUMBER OF UNITS FOR WHICH A TAX EXEMPTION IS REQUESTED: 6

(Must be 4 or more)

EXPECTED START DATE: June 15, 2024

EXPECTED COMPLETION DATE: June 15, 2025

TYPE OF PROJECT: ☒ NEW CONSTRUCTION ☐ CONVERSION OF EXISTING STRUCTURE

☐ REHABILITATION OF MULTIFAMILY STRUCTURE

IF THE PROJECT IS TO REHABILITATE EXISTING UNITS, HOW LONG HAVE THE UNITS BEEN VACANT: \_\_\_\_\_

COMPLETE THE FOLLOWING TABLE:

PROPOSED DWELLING UNITS	STUDIO	1-BR	2-BR	3-BR+	TOTAL UNITS
NUMBER OF INCOME-RESTRICTED UNITS	_____	_____	_____	_____	_____
NUMBER OF MARKET-RATE UNITS	_____	<u>6</u>	_____	_____	<u>6</u>
AVERAGE MONTHLY RENT (INCOME-RESTRICTED)	_____	_____	_____	_____	_____
AVERAGE MONTHLY RENT (MARKET-RATE)	_____	_____	_____	_____	_____
AVERAGE UNIT SIZE (SF)	_____	<u>817 SF</u>	_____	_____	_____
DEVELOPMENT COST PER UNIT	_____	_____	_____	_____	_____
NUMBER OF UNITS VACANT FOR 12 MONTHS OR MORE*	_____	_____	_____	_____	_____
NUMBER OF UNITS THAT ARE CURRENTLY OCCUPIED*	_____	_____	_____	_____	_____

\* COMPLETE IF APPLICANT WILL REHABILITATE EXISTING UNITS

TOTAL SITE AREA: 0.30 PROPOSED DENSITY: 20 units/acre

PERCENTAGE OF SPACE FOR PERMANENT RESIDENTIAL HOUSING: 61%

NON-RESIDENTIAL FLOOR AREA: 3,123 SF

DESCRIBE BUILDING USE AND SQUARE FEET INTENDED FOR EACH USE: 3,123 sf of the building will be used as commercial office space and 4,958 sf will be used as residential multifamily in perpetuity.

PROJECTED COST OF CONSTRUCTION / REHABILITATION: \$2,774,597

PROPERTY ACQUISITION COST \$299,000

ESTIMATED TOTAL PROJECT COST: \$3,073,597

SOURCE OF COST ESTIMATE: Bids from general contractor and sub contractors

EXPECTED DATE TO START PROJECT: June 15, 2024

PROPOSED COMPLETION DATE: June 15, 2025

FOR PROJECTS SEEKING A 12-YEAR EXEMPTION OR ANY PROGRAM WITH AFFORDABILITY REQUIREMENTS, COMPLETE THE FOLLOWING TABLE:

PROPOSED DWELLING UNITS	STUDIO	1-BR	2-BR	3-BR+	TOTAL UNITS
NUMBER OF INCOME-RESTRICTED UNITS	_____	_____	_____	_____	_____
NUMBER OF UNITS AT OR BELOW 80% AMI (LOW-INCOME)	_____	_____	_____	_____	_____
AVERAGE RENT FOR LOW-INCOME UNITS	_____	_____	_____	_____	_____
NUMBER OF UNITS AT OR BELOW 115% AMI (MODERATE-INCOME)	_____	_____	_____	_____	_____
AVERAGE RENT FOR MODERATE-INCOME UNITS	_____	_____	_____	_____	_____

**STATEMENT OF POTENTIAL TAX LIABILITY**

AS OWNER OF THE LAND DESCRIBED IN THIS APPLICATION, I HEREBY INDICATE BY MY SIGNATURE THAT I AM AWARE OF THE ADDITIONAL TAX LIABILITY IF AND WHEN THE PROPERTY CEASES TO BE ELIGIBLE FOR EXEMPTION. I AM AWARE THAT THE TAX EXEMPTION MUST BE CANCELLED IF THE PROPERTY IS CONVERTED FROM MULTIFAMILY TO ANOTHER USE. I AM AWARE THAT IF I DECIDE TO CONVERT THE MULTIFAMILY HOUSING TO ANOTHER USE OR INTEND TO DISCONTINUE COMPLIANCE WITH THE AFFORDABLE HOUSING REQUIREMENTS, I MUST NOTIFY THE CITY COMMUNITY DEVELOPMENT DEPARTMENT AND THE COUNTY ASSESSOR WITHIN 60 DAYS OF THE CHANGE IN USE OR INTENDED DISCONTINUANCE.

OWNER SIGNATURE: \_\_\_\_\_

*Dyrell E. Bradley* *Don Bradley*

DATE: 5/1/2024

**AFFIRMATION**

AS TAXPAYER(S) OF THE LAND DESCRIBED IN THIS APPLICATION, I HEREBY INDICATE BY MY SIGNATURE THAT I AM AWARE THAT THE EXEMPTION DOES NOT BEGIN UNTIL AFTER THE PROJECT IS COMPLETE AND I HAVE APPLIED FOR A FINAL CERTIFICATE OF EXEMPTION. I DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF WASHINGTON THAT THIS APPLICATION AND ANY ACCOMPANYING DOCUMENTS HAVE BEEN EXAMINED BY ME AND THAT THEY ARE TRUE, CORRECT, AND COMPLETE TO THE BEST OF MY KNOWLEDGE.

OWNER SIGNATURE: \_\_\_\_\_

*Dyrell E. Bradley* *Don Bradley*

DATE: 5/1/2024

**IF APPLYING FOR A 12-YEAR CREDIT, PLEASE ATTACH A STATEMENT ADDRESSING THE FOLLOWING QUESTIONS:**

1. Total number of units being proposed
2. Estimated rent per unit
3. Number of units rented to low or moderate income households (or other households)
4. Estimated income of those households
5. Method for insuring program compliance over the period of the exemption

**A COMPLETE APPLICATION SHALL INCLUDE:**

1. A completed City of Tumwater application setting forth the grounds for the exemption;
2. Preliminary floor and site plans of proposed project;

3. A statement acknowledging the potential tax liability when the project ceases to be eligible under this chapter;
4. Verification by oath or affirmation of the information submitted;
5. If the project is to rehabilitate existing units and if the units are occupied, provide a statement of how will the applicant provide existing tenants with relocation assistance;
6. If mixed use project, provide detail on residential and non-residential parking area.

For rehabilitation projects, the applicant shall also submit an affidavit that existing dwelling units have been unoccupied for a period of twelve months prior to filing the application and shall secure from the City verification of property noncompliance with the City's applicable building or housing codes.

Before application approval, the applicant shall enter into a contract with the City, approved by the City Council, regarding the terms and conditions of the project. After City Council approval of the contract, and Director of Community Development approval of the application, the Director shall issue a conditional Certificate of Acceptance of Tax Exemption. The Conditional Certificate expires three years from the date of approval unless an extension is granted as provided in this chapter."

## SUMMARY OF PROCESS STEPS

1. **Pre-application meeting:** A meeting with staff to discuss the process and criteria is recommended prior to application.
2. **Application:** Complete the attached application and submit the applicable materials listed on the form along with the required filing fee. The application must be submitted prior to applying for a building permit.
3. **Review process:**
  - a. The Community Development Department reviews the application and within 90 days determines whether it is consistent with the program criteria.
  - b. If the proposal is found to be consistent, the Community Development Department Director may certify the project as eligible for the tax exemption. The applicant shall then enter into a contract with the City regarding the terms and conditions of the project.
  - c. Upon approval of the contract by Community Development Department Director, the Director issues a Conditional Certificate of Tax Exemption. The Conditional Certificate expires three years from the date of approval unless an extension is granted.
  - d. If the Community Development Department Director denies the eligibility for tax exemption, the applicant may file an appeal within 30 days of receipt of notice. The City Council decides the appeal.
4. **Application for final certificate:** Upon completion of the improvements agreed upon in the contract between the applicant and the City and upon issuance of a temporary or permanent certificate of occupancy, the applicant may request a Final Certificate of Tax Exemption. The applicant must file with the Community Development Department the following:
  - a. A statement of expenditures made with respect to each multifamily housing unit and the total expenditures made with respect to the entire property.
  - b. A description of the completed work with evidence of final City inspection of all work completed and a statement of qualification for the exemption.
  - c. A statement that the work was completed within the required three-year period or any authorized extension.
  - d. If applicable, a statement that the project meets the affordability requirements.
  - e. Other requirements, if applicable
  - f. Within 30 days of receipt of all materials required for the Final Certificate, the Community Development Department Director determines whether the project has been completed in accordance with the contract.
5. **Issuance of final certificate.**
  - a. If approved, the Community Development Department Director files a Final Certificate of Exemption with the county assessor.
  - b. If denied, within fourteen calendar days of receipt of the director's denial of a final certificate, the applicant may file an appeal with the City's hearing examiner, as provided in TMC Chapter 2.58.
6. **Annual compliance review.** Within thirty calendar days after the first anniversary of the date of filing the final certificate of tax exemption and each year thereafter for the tax exemption period, the

property owner shall file a notarized declaration with the director indicating the following:

- a. A statement of occupancy and vacancy of the multifamily units during the previous year;
- b. A certification that the property continues to be in compliance with the contract with the City and this chapter and, if applicable, that the property has been in compliance with the affordable housing requirements as described in RCW 84.14.020 since the date of the approved certificate;
- c. A description of any subsequent improvements or changes to the property; and
- d. Any additional information requested by the City in regards to the units receiving a tax exemption.
- e. City staff may also conduct on-site verification of the declaration.
- f. Failure to submit the annual declaration shall result in a review of the exemption per TMC 3.30.120.

## PROJECT ELIGIBILITY CHECKLIST



The proposed project:

- Is in a designated residential targeted area.
- Does not displace any existing residential tenants from the property proposed for development without providing residents with comparable housing and opportunities to relocate.
- Is a multi-family or mixed-use project, which is at minimum 50% housing and provides at minimum four (4) new dwelling units.
- Will be completed within three years from the effective date of the City Council approved Conditional Contract of Tax Exemption, with the possibility of an extension under the ordinance.

### (FOR CITY USE)

- ☐ Building is in a Multi-Family Tax Exemption Target Areas
- ☐ Building is not in compliance with the City's Minimum Housing Code
- ☐ Required Preliminary Plans are attached:    ☐ Plans    ☐ Site Plan    ☐ Floor Plan
- ☐ \$100 application fee received

I certify under penalty of perjury that the information furnished by me is true and correct to the best of my knowledge, and further, that I am the owner of this property or am authorized by the owner to perform the work for which this permit application is made. I further agree to hold harmless, the City of Tumwater as to any claim (including costs, expenses, and attorney fees incurred in investigation and defense of such claim), which may be made by any person, including the undersigned, and filed against the City of Tumwater, to the extent such claim arises out of the reliance of the City, including its officers and employees, upon the accuracy of the information supplied to the City as part of this application.

  05/01/2024  
Signature of Owner Date

**Tessa Bradley & Tyrell Bradley**

Print Name

 05/01/2024  
Signature of Applicant/Agent Date

**Tyrell Bradley**

Print Name