

2022 Housing Tax Credit Contribution (HTCC) Program Frequently Asked Questions



The following list of question(s) and answer(s) will be updated as needed. For more information, applicants are strongly encouraged to review the [CHFA Procedures](#) and the [2022 HTCC Guidelines](#).

Q1: The scope of work for our proposed application includes the rehabilitation of existing housing that includes one-for-one replacement of existing windows, boilers, sidewalks and repaving of existing paved driveways and parking areas. Is a Phase I Environmental Site Assessment and Hazardous Materials Review still required?

A1: Project proposals that include *only* one-for-one replacements, with no new exterior areas being touched, no site change or digging up of soil or any type of excavation, all interior work, simple cosmetic or similar work that is not ground disturbing, would not need a Phase I Environmental Site Assessment. A Hazardous Materials Review would still be required.

However, if a project proposes new construction or additions, site changes, excavation, disturbance or digging of soil areas for a new playground, sidewalks or parking lot, disturbance of gas lines or other underground utility work, foundation work, changing of site soil or similar ground disturbing work then a Phase I Environmental Site Assessment and a Phase II (as applicable) would be required.

If applicants are unsure of the applicability of these requirements, they are encouraged to reach out to CHFA to discuss the applicability of the Phase I Environmental Site Assessment.

Q2: Are Housing Program applications proposing to rehabilitate housing already owned by the Nonprofit Corporation eligible for HTCC?

A2: Yes, rehabilitation of existing housing owned by the Nonprofit Corporation is an eligible activity.

The 2022 HTCC Guidelines definition of a Housing Program includes a “plan or program to build, acquire, and/or rehabilitate, housing to provide decent, safe and sanitary homes for Very Low-, Low- and Moderate-Income Families”.

Q3: The Nonprofit Corporation owns a parcel of land that they are proposing to develop into single family homes. However, zoning variance that will be needed will not be approved by the application deadline. Site control/ownership documents and building plans will be submitted with the application. Variance approval is expected shortly after the application deadline. Does the variance need to be approved at the time of application submission?

5/23/2022

A3: Zoning approval is a threshold item for HTCC Housing Developments.

The Nonprofit Corporation will need to provide very clear documentation with the application that the project has Planning and Zoning approval and that no other approvals are needed. If the variance approval is needed as part of and to secure a final approved Planning and Zoning approval, then yes, that will need to be obtained and submitted with the application. If the variance is separate from the final Planning and Zoning approval, then the applicant will need to clarify that in the application.

Q4: Would 4% LIHTC Equity be considered a firm commitment for the purposes of the **Firm Financial Commitments** point category?

A4: A commitment for the bonds must be in place and submitted with the application in order to receive points for 4% LIHTC Equity in the **Firm Financial Commitments** point category. If a bond commitment has not been received, points will not be awarded for 4% LIHTC Equity.