



CITY OF LAREDO
NEIGHBORHOOD EMPOWERMENT ZONE (NEZ) PROGRAM



PROJECT CERTIFICATION APPLICATION

I. Application Checklist – please submit the following documentation

- ☒ A completed application form
- ☒ **Non Refundable Application fee** – For basic incentives application **excluding** Tax Abatement, the application fee is \$100.00. For multi-family, commercial, industrial, commercial facilities, and mixed-use tax abatement application; 0.5% of the total Capital Investment of the project, with a \$150.00 minimum and not to exceed \$1,000.00; for residential **tax abatement** applications: \$100.00 per house.
- ☒ Proof of ownership, such as a warranty deed, affidavit of heirship, or a probated will **OR** evidence of site control, such as option to buy (**A registered warranty deed is required for a tax abatement application**)
- ☒ A reduced 11 x 17 floor plan, site plan, and site elevation with a written detailed project description that includes a baseline performance standard and a construction time
- ☒ A detailed line item budget showing the cost breakdown for the project
- ☒ Appraisal Card from Webb County Appraisal District

The City Ethics Code prohibits certain city officials and employees, as well as their close family members and any businesses they or their families hold a 10% or greater ownership interest from having a financial interest in a contract, purchase or sale with the City. Please refer to Section 2.09 of the City Ethics Code (Prohibited Interest in Contracts) for complete information. If you have any questions, please contact the City Attorney's Office to request to speak with the Ethics Compliance Officer at (956) 791-7319.

Currently, or within the past twelve (12) months, have you, your spouse, sibling, parent, child or other family member within the third degree of consanguinity or second degree of affinity served as a City of Laredo official or employee? If so, please provide the name of the official or employee, dates of service, and relationship to the official or employee.

N/A

Currently, or within the past twelve (12) months, has an owner, partner, or employee of a business entity in which you, your spouse, parent, child own 10% or more of the voting stocks or shares, or 10% or more of the fair market value served as a city official or employee? If so, please provide the name of the official or employee, dates of service, and relationship to the official or employee.

N/A

- ☐ Are you aware of any fact(s) with regard to this application that would raise a "conflict of interest" issue under Section 2.01 of the City Ethics Code for any city official or employee. If so, please explain.

N/A

Answering in the affirmative to any of the questions above will require this application be referred to the City Attorney's Office for review and determination on whether your project would violate any of the applicable provisions of the City of Laredo Code of Ethics.

Applicant's Signature:

Melba Ortiz

Date:

10/6/2023

WARNING: THIS IS A GOVERNMENT DOCUMENT TEXAS PENAL CODE, SECTION 37.10 SPECIFIES PENALTIES FOR MAKING FALSE ENTRIES OR PROVIDING FALSE INFORMATION IN THIS DOCUMENT

Incomplete applications will not be processed for certification until all required documents shown in the above checklist are submitted within 30 days after the application is received.

You must apply for tax abatement before any building permits are issued for your property and before any improvements are made to your property. It takes 30-60 business days to complete the Tax Abatement Agreement approval process after the issuance of the NEZ Certification depending on the complexity of your project. All building permits must be pulled within the 12 month period that certification was approved, or within 12 month period that the tax abatement was approved or you will be required to re-apply for NEZ incentives.

II. Applicant/Agent Information

1. Applicant: Jesus & Melba Ortiz
2. Contact Person: Melba Urdiales Ortiz
3. Address: 1420 Laredo St Laredo TX 78040
Street City State Zip
4. Phone Number: 956 326-8502
5. Fax No.: _____
6. E-Mail: best lil schoolhouse 1@gmail.com
7. Agent (if any): _____

8. Project Address: 1280 Mier Laredo, TX 78040
 Street City State Zip

9. Phone No.: 9503268502

10. E-Mail: bestlilschoolhouse1@gmail.com

PROJECT ELIGIBILITY

1. Please list down the addresses and legal descriptions of the project. Attach metes and bounds description if no address or legal description is available. Attach a map showing the location of the project.

Table 1 Property Ownership

Address (Project Location)	Zip Code	Subdivision Name	Lot No.	Block No.	Base Year Valuation	Tax Year
1280 Mier	78040	Eastern Division	56	691		

2. For each property listed in Table 1, please check the boxes below to indicate if:

There are taxes past due ☐ Yes ☒ No
 There are City liens ☐ Yes ☒ No

You (meaning the applicant, developer, associates, agents, principals) have been subject to an Order of Demolition where the property was demolished within the last 5 years. ☐ Yes ☐ No

Table 2 Property Taxes and Liens

Address	Proper ty Taxes Due	Weed Liens	Board-up/Open Structure Liens	Demolit ion Liens	Paving Liens	Order of Demol ition
N/A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(Please see attached sheets of paper as needed.)

Table 3 **Number of Residential Units**

Number of Unites	Percentage
N/A	

12. For a commercial, industrial, or community facilities project, indicate square footage of non-residential space.

Commercial	Industrial	Community Facilities
N/A		

13. What is your Capital Investment***for this project? Please use the following table to provide the detail and amount of your Capital Investment (Attached additional sheets if necessary).

Table 4 **Itemized Budget of the Project**

Item	Amount	Notes
TOTAL		

***Capital investment includes only real property improvements such as new facilities and structures, site improvements, facility expansion, and facility modernization. Capital Investment DOES NOT include land acquisition costs and/or any existing improvements, or personal property (such as machinery, equipment, and/or supplies or inventory).

14. For a mixed-use project, please indicate the percentage of all uses in the project in the following table.

Table 5 **Percentages of uses in a Mixed Use Project**

Type	Square Footage	Percentage
N/A		
TOTAL		

III. INCENTIVES - What incentives are you applying for?

Municipal Property Tax Abatements

- ☒ 5 years ☐ More than 5 years ☐ Apartments
☐ Residential Owner Occupied ☐ Residential Rental Property ☐ Commercial

Development Fee Waivers

Select all that applies

- ☒ All building permit related fees (including Plans Review and Inspection)
☒ Plat application fee (including concept plan, preliminary plat, final plat, short form replat)
☒ Zoning application fee
☒ Board of Adjustment Application Fee
☒ Demolition Fee
☒ Structure Moving Fee
☒ Street Utility Easement vacation application fee

Impact Fee Waivers

- ☒ Water (Meter Size _____) (No. of meters _____) ☐ Transportation

IV. Release of City Liens

Are there any outstanding city liens pending

- ☐ Weed Liens ☐ Paving Liens ☐ Board up-open structure Liens ☐ Demolition Liens
☒ NONE ☐ I do not know

V. **ACKNOWLEDGMENTS**

I hereby certify that the information provided is true and accurate to the best of my knowledge.

I understand that the approval of fee waivers included those waived under expedited fee waiver process, and other incentives shall not be deemed approved of any aspect of the project and that the application must be ratified by the City Council. I understand that I am responsible in obtaining required permits and inspections from the City and in ensuring the project is located in the correct zoning district. If denied by City Council I understand that I am responsible for all fees previously waived.

City Council retains sole authority to approve or deny any tax abatement agreement, permit fees waivers all applications certified under the expedited Building Permit fee waiver

Mubab.ORTIZ Melba Ortiz 10/6/23
PRINTED OR TYPED NAME AUTHORIZED SIGNATURE DATE

Please email your application to:
Roland H. Lozano, Jr. at rlozano1@ci.laredo.tx.us
Building Development Services Department
1413 Huston Street, Laredo, Texas 78040
P: 956.794.1625 F: 956.795.2998

Electronic version of this form is available on the City of Laredo website. For more information on the NEZ program, please visit our website at www.cityoflaredo.com/building

For Office Use Only

Application No. _____ In which NEZ? _____ Council District _____

Application Completed Date: _____ Conform with Zoning? ☐ Yes ☐ No

Type: ☐ Single Family ☐ Multi-Family ☐ Commercial ☐ Industrial ☐ Community Facilities ☐ Mixed Use

Applicant is Property Owner ☐ Yes ☐ No

WEEBCAD Account No. _____

Consistent with the NEZ plan? ☐ Yes ☐ No Meet Mixed-Use Definition ☐ Yes ☐ N/A ☐ No

Minimum Capital Investment? ☐ Yes ☐ No City liens on this property? ☐ Yes ☐ No

Rehabilitation at or higher than 25%? ☐ Yes ☐ N/A ☐ No City liens other properties? ☐ Yes ☐ N/A ☐ No

Tax current on this property? ☐ Yes ☐ No

Tax Current on other properties ☐ Yes ☐ No

This Property

Other Properties

Weed Liens ☐ Yes ☐ No

☐ Yes ☐ N/A ☐ No

Board-up/open structure liens ☐ Yes ☐ No

☐ Yes ☐ N/A ☐ No

Demolition liens ☐ Yes ☐ No

☐ Yes ☐ N/A ☐ No

Paving liens ☐ Yes ☐ No

☐ Yes ☐ N/A ☐ No

Order of Demolition ☐ Yes ☐ No

☐ Yes ☐ N/A ☐ No

Tax Department Certified? ☐ Yes ☐ No Date certification issued: _____

Name: _____

Referred to: _____ Received by: _____

Building Department Director

Staff

If there are taxes due or liens against any property in the City of Laredo you may not be eligible for NEZ incentives.

3. Does the proposed project conform to the City of Laredo zoning? ☒ Yes ☐ No

If no, what steps are being taken to ensure compliance?

4. Project Type:	<input type="checkbox"/> Single Family	<input type="checkbox"/> Multi-Family	<input type="checkbox"/> Commercial	<input type="checkbox"/> Industrial	<input type="checkbox"/> Community Facilities	<input type="checkbox"/> Mixed-Use
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- ☐ Owner Occupied
☐ Rental Property

5. Please describe the proposed residential or commercial project and provide 11 x 17 drawing: finishing existing structure

6. If your project is commercial, industrial, or mixed-use project, please describe the types of business that is being proposed: N/A

7. Is this new construction or rehabilitation project? ☐ New Construction ☒ Rehabilitation

8. How much is the total development cost of your project? \$100,000⁰⁰

9. Will the eligible rehabilitation work equal to at least 25% of the Webb County Appraisal District (WEEBCAD) assessed value of the structure during the year rehabilitation occurs? ☐ Yes ☐ No

- Eligible rehabilitation includes only physical improvements to real property. It does NOT include: Front yard fencing consisting of chain-link or solid material construction; personal property such as furniture, equipment, and/or supplies. Total eligible rehabilitation costs shall equal to 25% of WEEBCAD appraised value of the structure during the year rehabilitation occurs.

10. How much is the total square footage of your project? 7489 sq. ft.

11. For a single family homeownership, mixed-use, or multi-family development project, please fill out the number of residential units.