

SUBMITTAL REQUIREMENTS CHECKLIST

A. LOT IDENTIFICATION - Tell us what lot you want. Use the map in the document.)

- LOT # _____
- Tell us the type of home you are planning to build on the lot. For example, single-family or duplex.

- Tell us an estimate of how many square feet you are expecting the home to have. _____sq/ft

B. HOME PLAN CONFORMANCE WITH RESIDENTIAL DESIGN AND SITE PLANNING STANDARDS - Read OCURA's design and planning standards.

- Identify the architectural category intended for the proposed lot based on the Residential Design Standards.

C. REDEVELOPER FINANCIAL, DESIGN AND CONSTRUCTION ABILITY TO BUILD THE HOME - Please provide the following:

- A pre-approval letter from a financial institution committing to finance construction of the home. (Evidence of Financing will be confirmed prior to the sale of any lot.)
- Name of architect or design professional who will be assisting with design of the home.

- Name of Contractor/Builder who will be constructing the home.

- Provide the anticipated value of the home to be constructed.
\$ _____

D. TIMEFRAME TO COMPLETE - Provide the timeframe to start and expected time to finish construction of the home.

Start Date: _____

End Date: _____

If necessary, OCURA will negotiate timeframes of the project. (It is not the intent of OCURA to sell lots for land banking by a Redeveloper.)

E. EXHIBIT A FORMS - Complete & Sign Forms 1-4 in Exhibit A of the RFP.

Form 1: Certification of Reading & Understanding

Form 2: Redevelopment Proposal

Form 3: Acknowledgment of Design Standards

Form 4: Submittal Requirements

F. APPLICATION FEE

Proposals must include a non-refundable application fee of \$150 per lot in the form of bank certified check. Unsuccessful proposals will not have this fee returned.

G. READ THE ENTIRE RFP PACKET

Read packet to ensure understanding of all obligations and requirements.