

ADU INCENTIVE REBATE APPLICATION

OVERVIEW

The City of Durango has initiated a pilot program offering a financial incentive for property owners interested in either building a new ADU or legalizing a pre-existing unit. As the intent of this program is to encourage the creation of new ADUs, existing legal units are not eligible for this pilot program. The financial incentive is a rebate in the amount of \$8,000, which is roughly equivalent to the total impact fees incurred by a new ADU. In return for this rebate, the property owner must commit to renting the ADU for a two year period to a member of the local work force.

As part of the approval of the rebate, city staff must verify the eligibility of the tenant's employment. In order to qualify, a tenant must work a minimum of 32 hours per week for a business or organization located in La Plata County. Remote workers are ineligible tenants. The ADU does not need to be rented to the same tenant for the entire two year period, but lease terms must be a minimum of six months. Tenant eligibility will be verified with the initial application and during the second year. Follow up verification may be complete by staff as needed. Qualifying property owners will be required to enter into a formal agreement with the City prior to receiving the rebate.

Application for this program requires the ADU to have been approved by the City of Durango's Community Development Department through a Limited Use Permit. In addition, the ADU must have received a Certificate of Occupancy from the Building Division to confirm that the unit may safely serve as a residence.

SUBMITTAL REQUIREMENTS

The following materials must be submitted with this application:

- Copy of the approved Limited Use Permit
- Copy of the ADU's Certificate of Occupancy
- Copy of an executed lease with the tenant
- Completed tenant employment verification form

PROPERTY AND CONTACT INFORMATION

PROPERTY ADDRESS: _____

PROPERTY OWNER'S NAME: _____

PHONE: _____

E-MAIL: _____

THERE IS ADDITIONAL INFORMATION ON THE FOLLOWING PAGE.

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TENANT INFORMATION

TENANT NAME: _____

TENANT PHONE: _____ TENANT EMAIL: _____

DATE LEASE BEGINS: _____ LEASE TERM: _____

EMPLOYER: _____

EMPLOYER ADDRESS: _____

EMPLOYER PHONE: _____ EMPLOYER EMAIL: _____

LENGTH OF TIME WITH CURRENT EMPLOYER: _____

ACKNOWLEDGMENT AND AUTHORIZATION

The undersigned authorizes the Community Development Department to proceed with processing this application under the requirements of the City of Durango Land Use and Development Code (LUDC). The undersigned acknowledges that the information provided herein is accurate to the fullest extent of their knowledge.

Applicant: _____ Date: _____

DEPARTMENT USE ONLY

Application Received By: _____ Date: _____ Project #: _____

Zoning: _____ ADU Project File #: _____ ADU Type: _____

ADU LUP Approved? NO YES If YES, Date Approved: _____

Certificate of Occupancy Issued? NO YES If YES, Date Approved: _____

Based on the information provided, is this property deemed eligible for this program? NO YES

If YES, staff may proceed with drafting the Notice of Agreement.