

DRAFT 5/25

ORDINANCE NO. _____

An ordinance to provide for approval of an exemption from ad valorem property taxes for housing being developed or rehabilitated for attainable housing for persons and families whose household income is not greater than 120% of area median income, as authorized by provisions of the State Housing Development Authority Act of 1966, Public Act 346 of 1966, as amended, MCL 125.1401, et seq.

WORKFORCE HOUSING PILOT ORDINANCE

CLEVELAND TOWNSHIP, COUNTY LEEANAU, STATE OF MICHIGAN, ORDAINS:

SECTION 1. Title. This Ordinance shall be known and cited as the “Cleveland Township Attainable Housing PILOT Ordinance.”

SECTION 2. Preamble.

It is a proper public purpose for Cleveland Township to encourage the development or rehabilitation of housing for persons and families whose household income is not greater than 120% of area median income by exempting such housing from all ad valorem property taxes imposed by any taxing jurisdiction and providing for payment of an annual service charge for public services in lieu of all such taxes. A PILOT, or service charge payment in lieu of taxes, is an effective means of incentivizing the construction of attainable housing. A stable and predictable service charge paid in lieu of all ad valorem property taxes for a fixed period is essential to the determination of the economic feasibility of attainable housing projects developed or rehabilitated in reliance on such tax exemption. The Township is authorized by section 15a of Public Act 346 of 1966, as amended, MCL 125.1415a, to establish, or change by any amount it chooses, the service charge to be paid in lieu of all ad valorem taxes in accordance with section 15a with respect to new or rehabilitated attainable housing, but not an amount that exceeds the taxes that would be paid but for this authorization or the other limitations imposed by that section. Because attainable housing for individuals and families whose household income is not greater than 120% of area median income is a public necessity, and because the Township will be benefited and improved by such housing, encouraging the same through an ad valorem property tax exemption is a valid public purpose.

SECTION 3. Definitions.

(A) “Additional Amount” means an amount equal to the difference between the following:

 (1) the millage rate levied for operating purposes by the County multiplied by the current Taxable Value of a attainable housing project for which a PILOT Resolution has been adopted, and

 (2) the amount of the annual service charge paid in lieu of ad valorem property taxes by the housing project under subsection (4)(C) that is distributed to the County pursuant to MCL 125.1415a(5).

(B) “Annual Shelter Rent” means the total collections during an agreed annual period from or paid on behalf of the occupants of a housing project representing rent or occupancy charges, exclusive of charges for gas, electricity, heat, or other utilities furnished to the occupants and paid for by the housing project.

(C) “Sponsor” means any person or entity applying for a attainable housing exemption under this Ordinance, and includes any person or entity who subsequently owns the housing project.

(D) “Authority” means the Michigan State Housing Development Authority.

(E) “Restrictive Covenant” means a recorded agreement between Sponsor and the Township running with the land that restricts the use of the housing project to attainable housing, as defined in this Ordinance, for a period not to exceed 15 years, or such greater or lesser period of time as may be authorized by state law and as may be required by the PILOT Resolution.

(F) “County” means the County of Leelanau.

(G) “PILOT Resolution” means a project-specific resolution adopted by the Township Board that approves a housing project for exemption under this Ordinance.

(H) “Taxable Value” means taxable value as calculated under section 27a of the general property tax act, 1893 PA 206, MCL 211.27a.

(I) “Attainable housing” means rental units or other housing options that are reasonably affordable to, and occupied by, a household whose total household income is not greater than 120%¹ of the area median income published by the United States Department of Housing and Urban Development.

SECTION 4. Authorization and Establishment of Workforce Housing Exemption.

(A) The class of housing projects to which the tax exemption shall apply and for which a service charge may be paid in lieu of all ad valorem property taxes are housing projects being developed or rehabilitated for workforce housing.

¹ NTD: This number may be reduced below 120%.

(B) Subject to the recording of a Restrictive Covenant, attainable housing and the property on which such housing is or will be located shall be exempt from all ad valorem property taxes as of December 31 of the year in which construction or rehabilitation commences. Construction must start within **one**² year of the date of the Authority's notification of exemption or such longer period of time as may be provided by the PILOT Resolution.

(C) The Township will accept payment of an annual service charge in lieu of all ad valorem property taxes for public services from the owner of a housing project for which the Township has received a certified notification of exemption from the Authority in accordance with the following:

(1) Subject to subsections (D), (E) and (F), for a new construction project, an amount that is the greater of the tax on the property on which the project is located for the tax year proceeding the date on which the construction is commenced or 10% of the Annual Shelter Rent obtained from the project.

(2) Subject to subsections (D), (E) and (F), for a rehabilitation project, an amount that is the lesser of the tax on the property on which the project is located for the tax year proceeding the date on which rehabilitation is commenced or 10% of the Annual Shelter Rent obtained from the project.

(3) The service charge paid in lieu of taxes shall not exceed the amount in ad valorem taxes that the Sponsor would have otherwise paid if the workforce housing project were not tax exempt.

(D) Notwithstanding the provisions of MCL 125.1415a(3)(b) and 125.1415a(7) to the contrary, upon the adoption of a PILOT Resolution and receipt of a certified notification of exemption from the Authority, a contract shall be deemed effected between the Township and the Sponsor, to provide a tax exemption and accept service charge payments in lieu of taxes as previously described by this section.

(E) Notwithstanding subsection (C), the service charge paid each year in lieu of taxes for that part of a attainable housing project that is tax exempt under this Ordinance but not used for attainable housing must be equal to the full amount of the taxes that would be paid on that portion of the project as if the project were not tax exempt. The owner of the project shall allocate the benefits of any tax exemption granted pursuant to this Ordinance exclusively to attainable housing or to the maintenance and preservation of the housing project as a safe, decent, and sanitary housing.

(F) The annual service charge under subsection (C) for a attainable housing project for which a PILOT Resolution has been adopted must be increased by the Additional Amount if both of the following requirements are met:

(1) Not later than 45 days after the county treasurer's receipt of the certified notification of exemption, the County Board of Commissioners passes a resolution, by majority vote, that provides that the Additional Amount must be paid.

² NTD: This timeframe is not mandatory and may be modified. Suggest 18 months based upon previous experience.

(2) The approval of the resolution described in subparagraph (1) is in accordance with an ordinance or resolution adopted by the County Board of Commissioners establishing the factors to be considered when assessing whether the Additional Amount must be paid.

SECTION 5. Attainable Housing Exemption Application, Review and Approval Process.

(A) The Sponsor of a attainable housing project must own the property that is the subject of the application or must be the purchaser under a purchase or option agreement or otherwise demonstrate that is has control over the property. The property that is the subject of the application must be zoned for the intended use at the time of application.

(B) The application and selection process for an attainable housing exemption shall be governed by the Payment in Lieu of Taxes (PILOT) Policy adopted by the Township Board, as it may be amended from time to time.

(C) The Sponsor shall submit its application for an attainable housing exemption using the form provided by the Township.

(D) Approval of an exemption for an attainable housing project requires passage of a PILOT Resolution by three (3) members of the Township Board³.

(E) If the attainable housing exemption application is approved, the Township Clerk will deliver to the Sponsor a certified copy of the resolution approving the application.

(F) To defray the administrative cost of processing an application for an attainable housing exemption, the Township Board shall include a attainable housing application fee in its annually adopted fee schedule.

SECTION 6. Authority Affidavit and Assessor Notification.

(A) Following adoption of the PILOT Resolution, the Sponsor must submit an affidavit to the Authority in the form required by the Authority for certification by the Authority that the project is eligible for the attainable housing exemption.

(B) Upon receipt of notification from the Authority that the project is eligible for an attainable housing exemption, the Sponsor or the Authority must file the certified notification of exemption with the Township assessor before November 1 of the year preceding the tax year in which the exemption is to effective.

(C) Not later than 5 business days after receipt of the certified notification of exemption, the assessor shall provide a copy of the certified notification of exemption to the County treasurer.

SECTION 7. Payment of PILOT.

³ See Charter Section 28, which requires 5 affirmative votes to create contract.

(A) No later than [insert date desired by municipality]⁴, or such other date provided for in the PILOT Resolution, Sponsor shall submit to the Township treasurer, Sponsor's budget for Annual Shelter Rent for the current calendar year and a copy of Sponsor's audited financial statements for the preceding calendar year, prepared in accordance with generally accepted auditing standards or, if Sponsor is not subject to an audit requirement, Sponsor's compiled financial statements for the preceding calendar year prepared in accordance with generally accepted accounting principles and certified by Sponsor. Within 30 days of receipt of the foregoing documents, the treasurer shall issue an invoice showing the PILOT payment due for the current year, which payment shall be due no later than [insert date desired by municipality].⁵

(B) Except as otherwise provided in this section and section 4, any payments for public services under this Ordinance shall be distributed to the governmental units levying the general property tax in the same proportion as prevailed with the general property tax in the previous calendar year. The distribution to those governmental units shall be made as if the number of mills levied for local school district operating purposes were equal to the number of mills levied for the purposes in 1993 minus the number of mills levied under the state education tax act, 1993 PA 331, MCL 211.901 to 211.906, for the year for which the distribution is calculated. The amount of payments in lieu of taxes to be distributed to a local school district for operating purposes under this subsection must not be distributed to the local school district but instead must be paid to the state treasury and credited to the state school aid fund established by section 11 of article IX of the state constitution of 1963.

(C) Any PILOT payment or portion of PILOT payment remaining unpaid as of the due date shall bear interest at 1% per month and require payment of a 3% penalty fee. The collection of past due PILOT payments shall otherwise be in accordance with the provisions of Chapter 211 of the General Property Tax Act, Act 206 of 1893, as amended; MCL 211.44 et seq.

SECTION 8. Duration and Recorded Restrictive Covenant.

(A) An attainable housing project approved for an exemption by a PILOT Resolution shall be encumbered by a Restrictive Covenant recorded in the office of the register of deeds for the County.

(B) The Restrictive Covenant shall acknowledge (i) that the economic feasibility of the attainable housing project depends on the approval and continuing effect of the payment in lieu of all ad valorem taxes as approved by the PILOT resolution; (ii) the Township's agreement to accept payment of an annual service charge in lieu of all ad valorem taxes in consideration of the Sponsor's offer to construct or rehabilitate attainable housing; and (iii) the amount of the annual service charge to be paid for each operating year.

(C) The Restrictive Covenant shall provide (a) for the reporting and monitoring of the Sponsor's compliance with the Restrictive Covenant, this Ordinance and the PILOT Resolution; (b) that the Restrictive Covenant is enforceable by the Township and any Tenants to be benefitted at law or in equity;

(c) shall provide other remedies available to the Township for non-compliance, including termination of the exemption and repayment of all prior years' tax savings under the attainable housing exemption after

⁴ For example, June 1.

⁵ For example, July 30 or September 14.

notice and hearing;⁶ and (d) that the Restrictive Covenant cannot be modified or terminated except in a written instrument executed by the Sponsor or then current owner and the Township.

SECTION 9. Severability.

The provisions of this Ordinance shall be deemed to be severable, and should any provision be declared by any court of competent jurisdiction to be unconstitutional or invalid, the same shall not affect the validity of this Ordinance as a whole or provision of this Ordinance, other than the provision so declared to be unconstitutional or invalid.

SECTION 10. Inconsistent Ordinances.

All ordinances or parts of ordinances inconsistent or in conflict with the provisions of this Ordinance are repealed to the extent necessary to give this ordinance full force and effect.

SECTION 11. Effective Date.

This Ordinance shall become effective on [insert effective date].

At a regular meeting held on _____, 20[___], on motion made by _____ and supported by _____, this Ordinance was adopted on by a ____ vote.

AYES:

NAYS:

ORDINANCE 2025-____ IS ENACTED.

TOWNSHIP CLERK [delete inapplicable reference]

⁶ NTD: The termination provision should provide a reasonable time period for repayment and may include an agreement to add the repayment amount to the next property tax bill if not timely paid.