



Instructions for Application for Certification of Eligibility for Tax Exemption Pursuant to Real Property Tax Law 485-x "Affordable Neighborhoods for New Yorkers" or "ANNY" — Affordability Option C

Applicants:

- Complete application pages 2-4.
- Applicant or Applicant's authorized signatory must review and execute the Owner's Affidavit on pages 5-6.
- For the purposes of electronic submission to HPD, Owner's Affidavit must have digital signature of the authorized signatory applied.
 - Owner's Affidavit must also be printed, signed & notarized, and mailed to HPD at the following address:
 - Attn: Division of Housing Incentives
 Re: 485-x Application [Docket #]
 Department of Housing Preservation and Development
 100 Gold Street, Room 8C-09
 New York, N.Y. 10038
- Once digital signature is applied to page 6, the information entered on the previous application pages can no longer be modified.

Architects/Professional Engineers:

- Complete application pages 7-9.
- After these pages are completed, apply digital professional seal and digital signature to each page.
- Once digital signature is applied to page 9, the information entered on pages 7-9 can no longer be modified.

Submission:

- Submit the requisite Application fee as further described on page 2.
- Submit the entire electronic Application to HPD at [485-x ANNY@hpd.nyc.gov]
- Mail the executed Owner's Affidavit to HPD as described above.

Procedure:

- Upon receipt of a complete electronic Application and corresponding fee, HPD will generate a Receipt of Application for the Applicant and/or their authorized filing representative.
- HPD will further contact these parties for additional information and subsequent procedural steps, as necessary.



Application for Certification of Eligibility for Tax Exemption Pursuant to Real Property Tax Law 485-x "Affordable Neighborhoods for New Yorkers" or "ANNY" — Affordability Option C

This Application must be accompanied by a fee in the amount of \$3,000 per dwelling unit. The fee must be sent by wire or automatic clearinghouse (ACH) transfer to the following account of the City of New York: Bank of America account no. 004832041945; for a wire transfer, use routing no. 026009593 or for an ACH transfer, use routing no. 021000322. In order to properly credit your wire or ACH payment, include the Applicant Registration Form response ID sequence or the borough, tax block and tax lot of this Application's multiple dwelling in the "comments" or "remarks" field of the transfer.

Capitalized terms not specifically defined herein shall have the meaning set forth in RPTL 485-x and Chapter 63 of Title 28 of the Rules of the City of New York ("485-x Rules").

Applications must be filed no later than one (1) year after the Completion Date.

Section 1 - Ownership Information	
Applicant:	Ownership Interest:
Business Address:	
Telephone:	
Email:	
cman.	
Applicant Type:	Authorized Signatory
Authorized Signatory:	Authorized Signatory Title/Role:
Section 2 - Filing Representative Information	
Company:	
Primary Contact Name:	
Business Address:	
Primary Telephone:	
Primary Email:	
Section 3 - Location Information	Total Project Units:
	Total Floject Offits.
Building Details:	
Borough:	485-x Docket:
Address:	485-x Affordability Option:
Tax Block:	Former Tax Lot(s)*(if any):
Tax Lot(s):	Zoning Lot Tax Lot(s)**:
Commencement Date:	Zoning Lot Total
Completion Date:	Residential Floor Area Square Feet:
DOB BIN:	·
DOB Permit:	*Submit applicable RP-602, RP-602-c or RP-604.
	**Submit applicable zoning lot description and statement of ownership.



Section 4 -Affordability Requirement Affordability Option C — a Small Rental Project containing no less than six and no more than ten dwelling units, located outside the borough of Manhattan, on a zoning lot that permits residential floor area not exceeding 12,500 square feet, in which all the dwelling units are operated as rental housing, where not less than fifty percent (50%) of the dwelling units in the Eligible Site are permanently subject to Rent Stabilization.

The Affordability Option is final and cannot be changed after this Application is filed with the Agency.

Restricted Units Market Units Total	Total Units
Studio	
1-Bedroom	Restricted Units %
2-Bedroom	
3-Bedroom	
4-Bedroom	
5-Bedroom	
Section 5 - Other RPTL § 485-x Requirements	
1. Was the Applicant Registration Form submitted to HPD no later than six (6) months after the Commencement Date, or if the Commencement Date is prior to April 20, 2024, on or before December 14, 2024?	Yes No
2. Were there any dwelling units on the land three (3) years prior to Commencement Date?	Yes No
If YES, # demolished, removed, or reconfigured units:	
If YES, does the new building contain one (1) Restricted Unit for each dwelling unit demolished, removed or reconfigured?	Yes No
3. Do you understand that the recorded restrictive declaration in compliance with RPTL § 485-x must be executed by all parties in interest prior to the approval of this Application?	Yes No
4. Will this Eligible Multiple Dwelling or any part of this Eligible Multiple Dwelling be receiving tax exemption or tax abatement under any other provision of state or local law?	Yes No
5. Was the MWBE Participation Goal met on the Eligible Site?	Yes No
If NO, were Reasonable Efforts made to meet the Participation Goal (at least	
25% on Applicable Costs)? Are they explained in the accompanying MWBE Affidavit?	Yes No
6. Do all rental dwelling units share the same common entrances and common areas?	Yes No
7. Do you understand that Restricted Units cannot be converted to condo/coop ownership?	Yes No
8. Do you understand that Restricted Units cannot be rented to a corporation, partnership, or other entity?	Yes No



nyc.gov/npa			
Section 5 - Other RPTL § 485-x Requirements Continued			
9. Are all Restricted Units registered as rent stabilized with the New York State Division of Housing and Community Renewal?	Yes	No	
10. Will any part of this Eligible Site be used as a transient hotel, apartment hotel or single room occupancy?	Yes	No	
Remainder of page is blank.			



Owner's Affidavit Page 1 of 2

Office of Development Division of Housing Incentives 100 Gold Street, Room 8C-09 New York, N.Y. 10038

State of)
)ss
County of)

being duly sworn, under penalty of perjury, deposes and says:

- 2. I have read and understand the requirements for ANNY Program Benefits.
- 3. I have reviewed the Application and I swear or affirm that all information set forth in the Application is true and correct and I submit the Application to induce the City of New York to grant ANNY Program Benefits.
- 4. The multiple dwelling is operating as a rental. All Restricted Units are or must be registered as rent stabilized with the State of New York Division of Housing and Community Renewal and initial leases of not less than two years are or must be offered to tenants of such rent stabilized units, or a one-year lease at the request of the tenant, in accordance with Rent Stabilization.
- 5. All Restricted Units in the Eligible Multiple Dwelling shall share the same common entrances and Common Areas as rental market rate units in such Eligible Multiple Dwelling.
- 6. The Eligible Multiple Dwelling shall comply with the requirements of § 485-x of the Real Property Tax Law and the 485-x Rules of the City of New York during the Restriction Period. Furthermore, Restricted Units must (a) remain rent stabilized for the Restriction Period and (b) upon the renewal of leases or at any time during the term of the lease, be rented in accordance with § 485-x of the Real Property Tax Law and the 485-x Rules.
- 7. The information provided in this Application reflects the plans approved by the Department of Buildings, including all Post-Approval Amendments.
- 8. I understand that on or after the expiration date of the ANNY Program Benefits, the Agency may impose, after notice and an opportunity to be heard, a penalty for any violation by the Rental Project of the affordability and Rent Stabilization requirements of § 485-x(8) of the Real Property Tax Law.
- 9. I understand that if the City of New York finds that the Application and/or supporting documents, including, but not limited to, where applicable, the RP-602 or RP-604 executed and approved by the Department of Finance, contain incorrect or misleading information of a substantial nature or have omitted information of a material nature, the Department of Housing Preservation and Development may initiate revocation proceedings pursuant to Chapter 39 of Title 28 of the Rules of the City of New York that might result in the revocation of the ANNY Program Benefits.
- 10. I make these statements to induce the Department of Housing Preservation and Development of the City of New York to grant ANNY Program Benefits pursuant to Section 485-x of the New York State Real Property Tax Law and the 485-x Rules.
- 11. I know that the Department of Housing Preservation and Development will rely on the veracity of these statements in granting the ANNY Program Benefits. I certify that the above statements are true and correct under penalty of perjury.

Continued on next page



Owner's Affidavit Page 2 of 2

Office of Development Division of Housing Incentives 100 Gold Street, Room 8C-09 New York, N.Y. 10038

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Siuii	ature

Authorized Signatory

Title

Applicant Entity

Sworn to me this day of

,

Notary Public or Commissioner of Deeds



Certification of Commencement and Completion Dates

Docket #:	Address:					
Borough:	Tax Block:	Tax Lots:				
The Eligible Multiple Dwelling's Commencement Date and Completion Date are both very important for the implementation of ANNY Program Benefits. Such establish the Construction Period benefits and confirms that the Eligible Multiple Dwelling completed construction and is eligible for 20-year post-construction ANNY Program Benefits. This certification must be completed by the project architect or professional engineer of record and submitted to HPD with the Application for a certificate of eligibility. RPTL 485-x requires the Eligible Multiple Dwelling to have a Commencement Date after 6/15/2022 and on or before 6/15/2034, and a Completion Date on or before 6/15/2038.						
DOB BIN #	DOB Permit Sequence #	Date Issued	485-x Commencement Date			
Certificate of Occupancy (CO) #	CO Type	Date Issued	CO Expiration Date			
I, the undersigned architect or engineer for the project, hereby certify that I have listed (a) the date upon which the excavation and construction of initial footings and foundations lawfully began in good faith, or for an Eligible Conversion, the date upon which the actual construction, alteration or improvement of the pre-existing building or structure lawfully began in good faith, and (b) the first temporary or the permanent certificate of occupancy covering all residential areas of the building ("Certificate Of Occupancy"). In addition, I have also attached a copy of the Certificate of Occupancy. I am also attaching a copy of the temporary certificate of occupancy immediately preceding, if applicable, the Certificate of Occupancy. Based on the attached documentation, the Completion Date is which is the earlier of the date of issuance of the first TCO or the permanent Certificate of Occupancy covering all residential areas of the Eligible Multiple Dwelling.						
I make this certification in support of the Application submitted to the Department of Housing Preservation and Development for a certificate of eligibility for ANNY Program Benefits.						
	Dated:					
[Architect / Professional Engineer Seal & Signature here]						



Docket #:

Borough:

Office of Development Division of Housing Incentives 100 Gold Street, Room 8C-09 New York, N.Y. 10038

Aggregate Floor Area¹ and Commercial, Community Facility & Accessory Use Area Report

Tax Lots:

Address:

Tax Block:

nd accessory use s	spaces, listed by constr	uction story. U	Jse the second cha	art as needed.		
Location(e.g. basement, cellar, 1st floor, etc.)	Area Description (commercial, community facility, etc.	Square Footage	Location(e.g. basement, cellar, 1st floor, etc.)	Area Description (commercial, community facility, etc.	Square Footage	Sum of Square las % of Aggrega Area of Eligible Mu Dwelling(
				Total:		

Note: See the Zoning Resolution (Article 1, Chapter 2) for definitions of commercial, community facility, and accessory use space.

¹Aggregate Floor Area means the sum of the Floor Area in an Eligible Multiple Dwelling. Floor area shall mean the horizontal areas of the several floors, or any portion thereof, of a dwelling or dwellings, and accessory structures on a lot measured from the

[Architect / Professional Engineer Seal &

Signature here]

exterior faces of exterior walls, or from the center line of party walls.

Dated:



Architect's / Engineer's Certification of Aggregate Floor Area

Docket #:	Address:				
Borough:	Tax Block:	Tax Lots:			
l,	certify that I am a				
licensed to practice by and in good star certify to the truth of the following in Benefits:					
The calculations of the Residential and N with the 485-x Rules and the guidance p Development in the Frequently Asked Qu	rovided by the Department o	of Housing Preservation ar			
The aggregate floor area of the building	applying for ANNY Program	Benefits is	sq. ft.		
The percentage of Ineligible Space which Multiple Dwelling is .	n exceeds twelve percent of	the Aggregate Floor Area	in the Eligible		
I make this certification in support of the and Development for a certificate of eligi			Preservation		
I understand that if HPD finds that any of the statements are incorrect, I may, in HPD's sole discretion, be prevented from certifying any future projects with HPD. Furthermore, I understand that submission of a false certification shall be deemed to be professional misconduct pursuant to Section 6509 of the Education Law.					
		Date	ed:		
	[Architect / Profe Seal & Signature				