

# Virginia Enterprise Zones

## Instruction Manual for 2016 Enterprise Zone Designation Application

Designation Applications **MUST** be submitted online, via DHCD's  
Centralized Application Management System (CAMS)  
<https://dmz1.dhcd.virginia.gov/camsportal/Login.aspx>  
The CAMS Application will open **April 1, 2015**.

**Application Deadline: August 1, 2015 by 11:59 PM**



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## SUBMISSION REQUIREMENTS

The 2016 Enterprise Zone designation application and all required attachments must be submitted through DHCD's Centralized Application Management System (CAMS). This document is an instruction manual and should be used as reference only. You must register your organization in [CAMS](#) before submitting your application. Registration may take a few days to be approved, so register as soon as possible. [Templates](#) for all supplemental materials may be obtained from the CAMS site.

**Please read the entire instruction manual before beginning the application.** Applicants can obtain an electronic copy of this manual from DHCD's website at [www.dhcd.virginia.gov](http://www.dhcd.virginia.gov) or by contacting Jordan Snelling at (804) 371-7121 or [EZONE@dhcd.virginia.gov](mailto:EZONE@dhcd.virginia.gov).

**CAMS website:** <https://dmz1.dhcd.virginia.gov/camsportal/Login.aspx>

**Register on CAMS:** <https://dmz1.dhcd.virginia.gov/camsportal/Registration.aspx>

**CAMS help desk:** [CAMSHelp@dhcd.virginia.gov](mailto:CAMSHelp@dhcd.virginia.gov)

### Tips for using CAMS:

- Use **Google Chrome** or newer.
- Write and save responses in an unformatted Word document then cut & paste them into the CAMS application. Applications can be saved in CAMS before submitting, but it's a good idea to back up responses in Word or another word processing program. Word also has a word-count function that will allow you to make sure your responses are within the required word limits.
- When working in Word, do not format text with bullets, tables, images, etc. as they do not translate to the CAMS system and make applications difficult to read. Unformatted text is best. Copying paragraphs into Notepad on most computers will strip the formatting from text, which can then be copied into CAMS.
- When items are saved you should see: *"The information has been saved successfully. The application is not completed. Please click OK to go to the next section."* across the middle of the screen. If you do not see that text or your data is not where you typed it, contact the CAMS help desk.

**Applications must be submitted by 11:59 PM on August 1, 2015.**

## APPLICATION OVERVIEW

According to the Virginia Enterprise Zone Act passed in 2005, the Department of Housing and Community Development has the authority to designate up to 30 Enterprise Zones. As of January 1<sup>st</sup>, 2015, DHCD has designated 26 of these 30 zones. Therefore, there are currently four Virginia Enterprise Zone designations available for designation on January 1<sup>st</sup>, 2016. While only 4 designations are available, the following zones will expire on December 31, 2015:

- Brunswick County/Lawrenceville
- Chesterfield County (Walthall Zone)
- Greenville County
- Hampton (Hampton Roads Center)
- Henry County/Martinsville
- James City County
- Mecklenburg County / South Hill/Lacrosse
- Town of Orange
- Pulaski County (Zone 2)
- Town of Pulaski
- City of Roanoke (Zone 2)
- Tazewell County
- Warren County
- City of Lynchburg (Zone 2)

As a result, the Department of Housing and Community Development (DHCD) is holding a competitive application process to fill the 4 remaining positions. The new zones will be designated on **January 1, 2016**. Following the designation of these 4 zones, the Enterprise Zone Program will have reached the maximum number of zones available through the Enterprise Zone Act of 2005. Therefore, the next regularly-scheduled competitive designation round will occur in **2024**, to fill available designations due to the expiration of the 5 zones designated in 2005. Until then, should any zones (designated since 2005) get terminated due to inactivity or failure to offer local incentives, a competitive application process will be held to fill those positions. The remaining 17 zones that were designated between 1998 and 2004 do not contribute to the 30-zone quote and will remain in effect for their full 20-year term, provided all other statutory requirements are met.

The application process is open to all cities and counties; however, the program is targeted towards economically-distressed localities. As of 2005, towns seeking designation must be included within the boundaries of applying counties.

This designation application manual is organized to walk localities through the strategic planning process of establishing an Enterprise Zone. An outline of this process and the corresponding application sections are as follows:

- **Community Need for Enterprise Zone Designation**
- **Program design and regional impacts**
  - Local Incentives
  - Zone Boundaries
- **Past performance and Continued Need for Expiring Zones**
- **Regional Need and Strategy for Joint-Zone Applicants**
- **Zone Characteristics**
- **Zone Maps & GIS Data**

The application also requires the submittal of multiple supplemental forms. Templates for these forms can be downloaded from the CAMS site. These forms must be filled out and submitted through [CAMS](#) in the “Required Attachments” section of the Application System.

The application is worth a total of 1500 points of which 750 will be determined on the basis of a locality-wide distress score as seen on page 30. The remaining 750 points will be awarded based on answers to questions regarding strategy, impact and capacity. The deadline for application submittal is **August 1, 2015**.

## ENTERPRISE ZONE PROGRAM OVERVIEW

The Virginia Enterprise Zone program is a partnership between state and local government in which both parties seek to improve economic conditions within designated localities. The program is meant to complement additional local, state, and federal economic development activities to create an improved climate for private sector investment and to focus limited resources on strategically targeted areas. An Enterprise Zone is not intended to be a stand-alone program nor a single “intervention” instrument. The program is most effective when used in conjunction with other established economic and community revitalization efforts.

The Enterprise Zone Grant Act went into effect July 1, 2005. Under this Act, the program has increased focus on designating zones in localities with the greatest need, with the greatest potential for effectively putting a zone to productive use.

Under the 2005 Act, the Governor can designate up to 30 Enterprise Zones for a period of 10 years with the potential to be renewed for up to two subsequent five-year periods. New designations are made in coordination with the expiration of existing zone designations.

Enterprise Zone Designation	
<b>Eligibility Criteria</b>	Only Virginia cities and counties may apply. Town acreage can be incorporated into a county application.
<b>General Conditions</b>	Zones are designated for 10 years with up to two five-year renewal periods to follow. Each locality can have up to three Enterprise Zones and each can consist of up to three non-contiguous areas. Localities have the freedom to strategically place zone boundaries where they best fit local economic development needs.
<b>Zone Requirements</b>	<p>Zone boundaries must meet but not exceed size limitations. See page 19 for zone boundary requirements.</p> <p>Participating localities must provide a package of local Enterprise Zone incentives. More information on local incentives can be found on page 10 of this manual.</p> <p>Joint zones must establish mechanisms to ensure that economic benefits of the zone are shared among participating jurisdictions. Each participating locality in a joint zone application must complete a Joint Application Agreement (EZ-1-JA) found on page 28 of this manual.</p>
<b>Regional Zones</b>	Joint designations may be made where applicant jurisdictions can demonstrate regional need and impact beyond what a single jurisdiction can achieve. Specific binding mechanisms must ensure that economic benefits are shared among participating jurisdictions. A sample growth sharing agreement is available on page 29 of this manual.

## TYPES OF ENTERPRISE ZONES

There are two types of Enterprise Zones:

1. **Single Jurisdiction Zones** are located entirely within a single jurisdiction (city or county). Single jurisdiction county zones may include lands from an incorporated town as part of the county's zone acreage. The town may choose to offer local incentives but is not required to do so as the town acreage is considered part of the county's zone area.

For example, Smyth County submits a single zone application that includes a portion of Marion's town limits as part of the zone area. The Town of Marion is not required to offer local incentives (but can) and does not function as a joint zone applicant; rather as part of the Smyth zone.

2. **Joint Multi-Jurisdiction Zones** are comprised of two or more adjacent jurisdictions (cities and counties) acting as a unified regional entity. To qualify for a joint status the applying jurisdictions must demonstrate a regional strategy. Applicants must be able to explain what binding mechanisms will be used to ensure that economic benefits of the joint zone will be shared among all participating localities. Regional partnerships should also be demonstrated.

In a joint application, each jurisdiction must complete a Joint Application Agreement. See the **Supplemental Forms** section of this manual for a copy of the Joint Application Agreement Form (EZ-1-JA). Joint zones also have unique design requirements. See the diagram on page 23 for more information.

## LOCAL RESPONSIBILITIES

Although the Department of Housing and Community Development (DHCD) administers the Enterprise Zone program, all participating localities have administrative responsibilities. Included among these responsibilities is the day-to-day management of the zone, certifying properties and businesses within the zone, marketing the zone to ensure the maximum and effective use of zone incentives, and overseeing of the provision of local incentives. Zones may be terminated and access to state incentives lost if either of the following two conditions occurs:

1. **If no business firms in an Enterprise Zone have qualified for state incentives within a five-year period.**
2. **If the local government or an assigned agent is unable or unwilling to provide local incentives as proposed in the application for zone designation.** This can be avoided by amending the application to offer incentives that are valued as equal or superior to the incentives that were originally approved. Amendments may be proposed every twelve months.

## APPLICATION CHECKLIST & QUALIFICATION INFORMATION

**REQUIRED FORM:** This form must be filled out and submitted in the “Required Attachments” section of the online application. A template for this form can be downloaded from the CAMS site.

*The checklist below has been provided for the applicant’s use to help ensure that all required portions of the application have been completed. Please initial next to each of the sections to indicate completion.*

<b>DHCD Use Only</b> Complete/Incomplete	<b>Application Checklist</b>	<b>Applicant Initial if Complete</b>
_____	<b>Applicant Locality:</b> _____	_____
_____	<b>Qualification Information</b>	_____
_____	<b>Need</b>	_____
_____	<b>Program Design &amp; Regional Impacts:</b>	_____
_____	<b>Strategy</b>	_____
_____	<b>Comprehensive Plan/Economic Development Strategy included in application materials.</b>	_____
_____	<b>Local Incentives</b>	_____
_____	<b>Zone Boundaries</b>	_____
_____	<b>Community Priorities/ Successes</b>	_____
_____	<b>Marketing Efforts</b>	_____
_____	<b>Past Performance</b> (if applicable)	_____
_____	<b>Regional Need</b> (if applicable)	_____
_____	<b>Zone Characteristics</b>	_____
_____	<b>Required Maps &amp; GIS Data</b>	_____
_____	<b>Public Hearing Advertisements</b>	_____
_____	<b>Board Minutes</b>	_____
_____	<b>Submission Resolution</b>	_____
_____	<b>Joint Application Agreement</b> (if applicable)	_____
_____	<b>Shared Benefits Agreement</b> (if applicable)	_____

## APPLICATION COVERSHEET

**Zone:**

*Enter the name of the Zone applying for Enterprise Zone designation.*

**Locality:**

*In the case of a joint zone application, each locality in the joint zone must complete a separate coversheet.*

**Government Mailing Address:**

**Chief Elected Official including Name and Title:**

**Contact Person:**

Provide the contact information of the person who will be designated as the Local Zone Administrator and who can provide additional information about this designation proposal. Add additional lines for joint zones.

**Name:**

**Title:**

**Phone:**

**E-mail:**

**Certification of the Chief Administrative Officer(s):**

If a locality does not have a Chief Administrator, enter the signature and title of the clerk to the city council or county board of supervisors. Add lines as needed for joint zones.

*To the best of my knowledge and belief, data in this proposal is true and correct and the governing body of the participant has duly authorized the proposal through resolution. The resolution is attached. The resolutions are attached. I understand that if selected for zone designation, the post-designation commitments will be submitted to DHCD within 90 days of the zone announcement.*

**Signature:**

**Date:**

**Name:**

**Title:**

**CHECK ALL THAT APPLY:**

**Application Type**

- ☐ Single Jurisdiction  
☐ Joint Zone (Multi-Jurisdiction)

**Total Number of Zone Areas**

- ☐ 1 ☐ 2 ☐ 3

**Local Enterprise Zone Incentive and/or Regulatory Relief Programs**

- ☐ Local Incentives

**Zone Characteristics and Maps/GIS**

- ☐ Zone Characteristics  
☐ Maps & GIS

**Public Hearings:**

- ☐ Single Zone: Single Hearing  
☐ Joint Zone: Multi-Hearing  
☐ Joint Zone: Single Hearing with  
Other localities: \_\_\_\_\_  
Other localities: \_\_\_\_\_  
Other localities: \_\_\_\_\_

**Council/Board Resolution and Minutes**

- ☐ Council/ Board Minutes  
☐ Submission Resolution

*\* Should be submitted by each locality in a joint zone.*

**Additional Requirements for Joint Multi-Jurisdictional Applications**

- ☐ Joint Zone Agreement  
☐ Shared Benefits Agreement

*\* Should be submitted by each locality in a joint zone.*

## NEED

### Locality-wide Conditions and Needs:

1. Please indicate the locality's distress score out of 750 possible points. (See page 30)
2. Discuss key economic conditions in the locality as a whole. Also discuss how these conditions are currently addressed through the locality's community and economic development efforts.
  - **Economic conditions:** closure of a major employment center during the past year resulting in job loss; out-commuting – e.g. more than 65 percent of all residents work in surrounding localities; slow growth rate- e.g. the retail sector of the locality has experienced a low growth rate compared to other surrounding localities.
  - **Barriers to development:** physical (obsolete infrastructure, lack of broadband, high vacancy rates, and steep terrain) or non-physical (lack of diverse economic base and unskilled workforce).
  - **Trends of new development.**
  - **Economic development efforts:** job training programs, development of broadband, promotion of vacant manufacturing facility to prospects, active recruitment of non-manufacturing business sectors to diversify the economic base.

## PROGRAM DESIGN & IMPACTS

Applicants should have an established economic development strategy that identifies the overall economic restructuring strategy and helps them identify the specific types of businesses and jobs they will target. DHCD assumes that all localities are open to all business opportunities and generally does not consider that as an economic development strategy. The strategy should include who and how the locality will recruit and retain businesses.

### Strategy:

3. Describe the overall economic restructuring strategy for the locality. Does this strategy tie into a larger regional strategy? Explain how.
4. How do the Enterprise Zone program outcomes of stimulating real property investment and job creation fit in with the other ongoing aspects of this restructuring strategy?
5. If the community has a written economic development plan that includes an analysis of any needed economic restructuring, please submit a copy of the applicable portion of the plan on the "Attachments" tab of the online application. Use the space below to summarize its core strategy and note when it was adopted and/or updated.
6. Explain how the Enterprise Zone program will be prioritized and integrated into aspects of the local economic development strategy.
7. What specific sectors and types of businesses are being pursued for the community, and how does this tie into the economic development strategy?
8. Define the number and characteristics of the businesses the locality is seeking to recruit, retain, and expand. What specific factors are important to these targeted businesses? What specific needs and resources are essential to the operations of these targeted industries/businesses?

9. If niche business sectors are drawn to the community because of location or workforce, describe the specific factors that make it ideal for these businesses to locate in the community. What factors are of importance to the businesses that choose or have chosen the locality?
10. Discuss business retention efforts. If the locality has a plan for business retention and expansion please describe its core strategy below and explain how the Job Creation and Real Property Investment Grants will become an important part of the recruitment, retention, and expansion approach.
11. As a community, what are the largest, ongoing economic development efforts?
12. List (in bullet form) key public improvement/investment and private development efforts planned for the next five years in the locality. Please provide a brief description of each activity. Note if any of the identified development efforts will be taking place within the boundaries of the proposed Enterprise Zone.
13. Besides specific incentives, what is being done to stimulate private participation in economic development efforts throughout the locality?

### Local Incentives:

14. Describe the overall package of local incentives or regulatory relief programs that are being proposed. Explain how the incentive package will support the locality's economic development strategy.

### Developing Local Enterprise Zone Incentives:

Local governments should provide a variety of financial and non-financial incentives to encourage economic growth and investment within the Enterprise Zone. Localities should think strategically to develop incentive packages that directly correspond to the locality's identified economic revitalization and development goals, and targets the businesses and industries discussed earlier in the application. The package of local incentives will be most effective in achieving these outcomes when incentives that support these identified goals and economic initiatives have been included. For example, if the community has a goal to develop a creative economy such as one that fosters outdoor recreation or cultural tourism within the zone, the locality should provide local incentives that are specifically tailored to those targeted activities. The locality will need to consider what would be valuable to the businesses that they are trying to attract, retain, or expand.

Local incentives that can create an improved climate for private business development and expansion are essential to having an effective and successful Enterprise Zone. This can be achieved through efforts that (i) reduce start-up costs for new firms, (ii) reduce the ongoing costs of doing business for both new and existing firms, and (iii) improve the overall physical and social conditions within the zone in order to produce an environment conducive to business operations. When considering state incentive requirements, local incentives should complement state incentives by providing added benefit or by reaching businesses that cannot take advantage of state incentives. In some cases, localities have effectively used local incentives to grow businesses to the capacity to qualify for state grants.

An incentive can be any type of regulatory reform, tax reduction or exemption, service improvement, resource commitment or any other activity intended to stimulate private sector investment. A local government may propose any type of incentive permissible under federal and state law; provide that the incentive is targeted to the zone.

Applicants should be sure to use as much specificity as possible when drafting incentives, to ensure that once implemented, all staff involved with implementation has the level of detail needed to determine if a business or investor is qualified for each incentive. Vague language can lead to too few or too many businesses qualifying for the incentives, which dilutes the intended impact of the incentive. Incentive language should **define all key terms** in the qualification requirements and develop documentation that will be used to verify when businesses meet the qualifications. Key terms can include mixed-use, new and existing businesses, or industry types.

## Dos and Don'ts of Developing Local Incentives

- ❑ Directly **link incentives to revitalization and development goals** and the businesses and industries identified in the application.
- ❑ Tailor incentives to **both new and existing businesses**.
- ❑ Local incentives **should offer a variety of financial and non-financial incentives**.
- ❑ Survey businesses and **base incentives on their feedback** which can identify industry priorities and obstacles to growth.
- ❑ Reward **firms that make a commitment to invest** in a zone by creating new jobs and/or investment. Some incentives **should have a performance threshold** for qualification.
- ❑ Fill **in the gaps of the state incentives** therefore qualification for local incentives **should NOT be contingent on state incentive** qualification.
- ❑ Set **measurable outcomes** to track development and set a baseline.
- ❑ **Follow a sound fiscal policy** and do not provide an excessive level of benefit that will not be financially sustainable for the provider.
- ❑ **DO NOT violate the Virginia Constitution**. The local governing body's attorney should review all proposed incentives to ensure their compliance with the Virginia Constitution.
- ❑ Local incentives **should NOT be available throughout the entire locality**.

Local incentives must not violate the Virginia Constitution. It is important to have the locality's attorney review local Enterprise Zone incentives to assure this (especially for tax-related incentives). The Uniformity Clause (Article 10, Section 1, of the Virginia Constitution) specifies that taxation must be uniform in territory, subject, and class. In other words, taxation must be uniform throughout an entire locality unless there is state enabling legislation that allows otherwise. Examples of such enabling legislation include:

- [§ 58.1-3219.4](#), [§ 58.1-3220.1](#), and [§ 58.1-3221](#) of the Code of Virginia gives localities the authority to offer exemptions on real estate tax for specific properties when certain conditions are met.
  - [§ 58.1-3219.4](#) is a partial tax exemption for new structures or other improvements to real estate located in redevelopment or conservation areas or rehabilitation districts. The criteria for qualification are determined by the governing body of the county, city, or town.
  - [§ 58.1-3220.1](#) is a partial tax exemption for the rehabilitation, renovation, or replacement of hotel or motel structures of at least 35 years of age or as determined by the governing body of the county, city, or town.
  - [§ 58.1-3221](#) is a partial tax exemption for the rehabilitation, renovation, or replacement of commercial and industrial structures of at least 15 years of age if in an Enterprise Zone or 20 years of age if elsewhere in a jurisdiction.

## Examples of Local Incentives:

The following list is not inclusive but serves as an example of the most frequently offered local enterprise zone incentives:

- **Real Estate Tax Exemption:** Virginia Code sections 58.1-3220 and 3221 serve as the enabling legislation and give all localities the authority to offer exemptions on real estate tax when certain conditions are met. This incentive can be offered locality wide, not just within the zone. In such cases where this incentive is offered locality-wide, the incentive criteria needs to be customized in the zone in order to be considered as a local enterprise zone incentive. **Real estate tax abatement, refunds, or rebates are prohibited under the State Constitution. Incentive must be an exemption.**
- **Machinery & Tools Tax Grants:** The Uniformity Clause applies and there is no enabling legislation to allow for the exemption of this tax. Therefore, a locality wishing to offer an incentive related to the machinery and tools tax must first collect the tax uniformly from all appropriate taxpayers across the locality -those within the enterprise zone as well as those outside the zone. Once the tax is collected, the locality may offer businesses a grant based on their machinery and tool tax. This is usually done through the local Industrial Development Authority. **Machinery and tools tax abatement, refunds, or rebates are prohibited under the State Constitution. Incentive must be a grant.**
- **BPOL Tax, Utility Tax, or Permit Fees:** The Uniformity Clause does not apply to these taxes and fees. Localities are free to offer these incentives in the form of rebates, refunds, and abatements.
- **Local Enterprise Zone Development Taxation Program:** Section 58.1-3245.6 through Section 58.1-3245.11 of the Code of Virginia enables designated zone localities to establish a Local Enterprise Zone Development Taxation Program. Incremental tax revenues generated from real property or machinery and tools, or both can be used to establish an enterprise zone development fund to pay for enhancements to government services that promote economic development.
- **Tax Exemption:** §58.1-3221 of the Code of Virginia enables localities to defer the taxes on the increase in assessed value as a result of the rehabilitation of real estate for structures at least 15 years of age in enterprise zones and 20 years of age elsewhere in the jurisdiction.
- **Local Tax Rebates:** BPOL tax fees, local sales tax on items purchased in the community for conduct and trade of business in the enterprise zone.
- **Business Loans:** Facade improvement loans for both commercial and industrial properties, low interest loan funds for start-up and expansion, revolving loan funds composed of local and private funding sources.
- **Fee Waivers:** Permit fees, sewer and water tap fees, utility fees.

- **Job Training:** Targeted training programs to meet business needs. Job training must be ongoing to be considered an incentive.
- **Non-financial:** Fast track permitting, loan packaging assistance, and design assistance.

The Uniformity Clause does **not** apply to items such as the Business-Professional Occupational License tax, utility tax, or permit fees. Localities are free to offer these as rebates, refunds, and abatements.

A locality may establish conditions on the availability of such incentives. For example, a locality may propose to make grant funds available to new businesses during the first five years of zone operation. It may propose a three-year utility tax exemption for new or expanding firms or propose to restrict the availability of low interest business loans to new firms locating in the zone that agree to meet certain locally determined hiring requirements.

The following incentives are highly **discouraged** and will negatively affect the score of an application:

- **An incentive that is available throughout the entire locality.** Unless special actions are taken to encourage greater utilization of the incentive within the proposed Enterprise Zone, it will not be considered an Enterprise Zone incentive.
- **Local incentives that use the same qualification requirements as the state incentives or require state incentive qualification to receive them.** Qualification criteria for local incentives should be independent from state incentive qualification.

A locality may designate an assigned agent such as a local redevelopment and housing authority, a nonprofit entity or a private for-profit entity to provide local incentives. This arrangement should be documented in the Local Incentive Administration Process Chart on page 14 and by a written commitment from the agent.

## Proposed Incentives:

**All incentives proposed in the locality's application shall be binding upon designation of the Enterprise Zone.** While localities may need to formally enable the incentives if a zone is designated, the incentives proposed in the application should all be agreed upon by the locality offering the incentive prior to submitting an application for designation. For example, if a town is included within a County Zone, the Town Council should agree to provide the incentives offered by the Town prior to the application, even though the zone is administered by the County.

**Section § 59.1-284** of the Virginia Enterprise Zone Act states that **in the event the local government or an assigned agent is unable or unwilling to provide regulatory flexibility, tax incentives or other public incentives as proposed in the application for zone designation, the zone may be terminated.** This is avoidable if the applicant is able to amend the application by substituting an incentive that is equal or superior to the incentive originally approved.

## LOCAL INCENTIVE ADMINISTRATION PROCESS

**REQUIRED FORM:** This form must be filled out and submitted in the “Required Attachments” section of the online application. A template for this form can be downloaded from the CAMS site. Use the chart below to designate roles and responsibilities for the local incentive administration process. Applicants **must** indicate the office and individual who will be responsible for each role. These individuals should be involved in developing the administrative processes to ensure smooth delivery of the incentive if the zone is designated.

[illegible]

## LOCAL INCENTIVE INDEX

On the following chart, provide information on the incentives being proposed. Number and describe each incentive separately by including the information listed below. Each participant in a **Joint Zone** must complete this chart.

- **Incentive number, name and description:** Number the incentive; provide its name, and a brief description.
- **Provider:** Identify the name of the organization or entity that has primary responsibility for implementing the incentive. If the applicant locality is to be the provider, indicate this with the word "applicant". In the case of a **Joint Zone**, use the name of the appropriate locality.
  - If the incentive is to be provided by an assigned agent, indicate the name of the organization or entity and attach the commitment letters or memorandums of understanding. A local redevelopment or housing authority, industrial development authority, school board or other independent/semi-independent agency is considered an assigned agent. For example, if Saltville's Office of Planning will issue the BPOL waiver, they should be listed as the provider on the incentive chart.
- **Qualification Requirements:** List any locally imposed requirements that businesses must meet in order to receive the incentive. If there are no eligibility requirements or if the incentive involves service improvements, capital expenditures or other actions that benefit the businesses and residents within the zone, indicate with the word "none." An example of a qualification requirement would be that a business must make a certain dollar amount of real property improvements in order to receive the local incentive.
  - **Timeframe for Qualification:** If there is a period of eligibility for applicants, please include it here. For example, if a business is eligible for BPOL tax exemption for 5 years, the applicant should indicate what would serve as Year 1. In some localities this would be their first full calendar year of operation, while in others, it would be 12-month years from the date of their BPOL or the portion of the calendar year after they receive their BPOL.
- **Exclusivity to Zone:** Check appropriate box. For localities offering an incentive that is not exclusive to the zone, use this section to explain how the incentive will be enhanced for use in the zone. Remember, incentives that are available locality-wide should not be included in the package unless they have been modified for added benefit or reduced qualification requirements within the zone boundaries.
- **Period of Availability:** Indicate the period of time for which the incentive will be made available; "entire life of zone" or "first five years of zone operation", etc. Explain the rationale behind the period of availability. This box refers to the period of availability for the incentive, not the qualification period for an applicant, which should be described under "Qualification Requirements".
- **Effective Date:** Indicate when the incentive will become available, i.e. "upon zone designation" or "FY 2017."
- **Action to Implement:** Indicate what actions have been or will be taken to assure that the incentive will be implemented, and who will be responsible for initiating this procedure. This may include actions such as a local ordinance or formal approval by the Board of Supervisors. Any real property partial tax exemptions allowed under statute [§ 58.1-3219.4](#), [§ 58.1-3220.1](#), or [§ 58.1-3221](#) require an ordinance.
  - Upon being selected for zone designation, newly designated zones are required to provide documentation to DHCD indicating that such actions have been performed **within 90 days of the zone announcement**.
- **Financial Value of Incentive:** Quantify the estimated value of the incentive for a typical business and indicate an anticipated amount available, if appropriate. Example: If the average building permit fee is \$1,000, the value of an incentive to waive building permit fee is \$1,000. A free design assistance incentive would report a dollar amount based on the estimated market rate cost of the service.
- **Source of Funds:** State the source of funds required to implement the incentive (e.g., "local general funds", "local revenue bonds"). For sources of funds other than local revenues, indicate the status of fund availability ("grant received" or "application pending"). If the incentive does not involve direct expenditures (regulatory or tax relief), indicate this with the word "none" or "forgone revenue."
- **Annual Budget Allocation (Pending Approval):** For proposed incentives that will be funded through local revenues, indicate the amount that will be allocated in the locality's annual budget.
- **Detailed Incentive Description:** Include a narrative explaining why the locality has decided to include this incentive in the local package, what the parameters are, the rationale behind the parameters, and how the incentive ties in with the locality's/region's economic development strategy. Explain how the incentive meets the needs of targeted businesses. **(Second Page of Incentive Index Narrative)**

## LOCAL INCENTIVE INDEX FORM

**REQUIRED FORM:** This is the first page of the incentive index, which must be filled out for each incentive and submitted in the "Required Attachments" section of the online application. A template for this form can be downloaded from the CAMS site. *Complete this chart for each of the proposed incentives, one incentive per page.*

Incentive Name: <b>EXAMPLE: Machinery &amp; Tools Investment Grant</b>	
<div style="margin-bottom: 10px;"> <input checked="" type="checkbox"/> <b>New Incentive</b>  <input type="checkbox"/> <b>Amended Incentive</b>  <input type="checkbox"/> <b>Existing Incentive</b> </div> <div> <b>Provider:</b> <i>Halifax County</i>  <b>Name:</b> <i>Machinery &amp; Tools Investment Grant</i>  <b>Description:</b>  <i>Grant program based on the machinery and tools taxes paid to the County by new or expanding businesses located in the Enterprise Zone. Grants are awarded for a five-year period based on the increase in their machinery and tools tax liability.</i>  <i>Year 1: Grant = 100% of M&amp;T Tax Increment</i>  <i>Year 2: Grant = 80% of M&amp;T Tax Increment</i>  <i>Year 3: Grant = 60% of M&amp;T Tax Increment</i>  <i>Year 4: Grant = 40% of M&amp;T Tax Increment</i>  <i>Year 5: Grant = 20% of M&amp;T Tax Increment</i> </div>	<div> <b>Localities included in this incentive:</b>  <i>Halifax County including the Town of Halifax</i> </div> <div style="margin-top: 10px;"> <b>Exclusive to Zone Properties/Businesses:</b>  <input checked="" type="checkbox"/> <b>Yes</b>  <input type="checkbox"/> <b>No, if no please explain how it will be tailored to zone.</b> </div> <div style="margin-top: 10px;"> <b>Period of Availability:</b> <i>Life of Zone</i>   <b>Effective date:</b> <i>January 1 of the Calendar Year amendment approved.</i> </div>
<b>Qualification Requirements for Incentive:</b> <i>To qualify, a business must demonstrate an increase of at least 20% in their annual machinery and tools taxes OR an investment of at least \$50,000 in taxable machinery and tools- whichever threshold is lower.</i>  <b>Timeframe for Qualification:</b> <i>Year 1 of the grant will be the tax year in which the machinery and tools are purchased. Applications must be submitted by July 1 of the first year in which taxes are paid on the increased assessment (aka the calendar year following the investment).</i>	<b>Financial Value of Incentive:</b> <i>The current Machinery &amp; Tools Tax Rate is \$1.25 per \$100 Assessment. Therefore, a company that increases the assessed value of their machinery and tools by \$250,000 would get a grant of \$3,125 in Year 1, \$2,500 in Year 2, \$1,875 in Year 3, \$1,250 in Year 4, and \$625 in Year 5. The total value of their grant would be \$9,375.</i>  <b>Source of Funds:</b>  <i>N/A</i>
<b>Action to Implement:</b> <input checked="" type="checkbox"/> <b>Local Ordinance</b> <input checked="" type="checkbox"/> <b>Approval by Board of Supervisors</b> <input type="checkbox"/> <b>Other:</b>	<b>Annual Budget Allocation Pending Approval:</b>  <i>No annual allocation. Foregone revenue.</i>

<b>Incentive Name:</b>	
<b>Provider:</b> <b>Name:</b> <b>Description:</b>	<b>Localities included in this incentive:</b>
	<b>Exclusive to Zone Properties/Businesses:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No, if no please explain how it will be tailored to zone.
	<b>Period of Availability:</b>  <b>Effective date:</b>
<b>Qualification Requirements for Incentive:</b>    <b>Timeframe for Qualification:</b>	<b>Financial Value of Incentive:</b>   <b>Source of Funds:</b>
<b>Action to Implement:</b> <input type="checkbox"/> Local Ordinance <input type="checkbox"/> Approval by Board of Supervisors <input type="checkbox"/> Other:	<b>Annual Budget Allocation Pending Approval:</b>

*\*\*A template for this form can be downloaded from the CAMS site.*

## LOCAL INCENTIVE INDEX NARRATIVE

**REQUIRED FORM:** This is the second page of the incentive index, which must be filled out for each incentive and submitted in the “Required Attachments” section of the online application.

*Describe why this incentive has been selected and explain how it supports the locality’s economic development strategy. What specific sectors or types of businesses is the locality trying to attract or help expand with this incentive? Describe how the incentive meets the needs of these targeted businesses. What are the implications of the incentive and how will the benefits be measured? Explain the qualification requirements and the rationale for the requirements.*

## Zone Boundaries:

### Tips for Selecting Zone Boundaries

- [Be strategic in selecting areas for Enterprise Zone inclusion.](#) The zone should represent a balance of development potential (currently existing businesses that have indicated the desire to expand, under-developed or blighted areas for which zone designation would attract future prospects and favorable development, as well as sites for new construction). Expiring zones that are reapplying should evaluate the current boundaries and make modifications if necessary.
- [Remember that the zone is not only applicable to industry.](#) Commercial and retail areas should be included if these areas are targeted for specific economic outcomes. It is essential for the locality to develop specific local incentives that support the desired economic outcomes in these areas.
- [Do not use the maximum amount of available acreage.](#) Some acreage should be set aside for future modifications (through boundary amendments) in order to accommodate local economic fluctuations, growth, and future development. Try to ensure that the area has room to grow to capture prime locations for future development.
- [Include entire parcels.](#)
- [Include land parcels and both sides of a street.](#)
- [Do not include properties ineligible for state incentives,](#) such as strictly residential properties, units of local, state, or federal government (such as public schools, military reserves) or undevelopable land (such as flood plains, cemeteries, lakes, etc).
- [Do stay within the size limits set by DHCD.](#)

#### Size Limits for Zones in Cities

Minimum: one-quarter (1/4) square mile (160 acres).

Maximum: one square mile (640 acres).

Exception: may be larger than one square mile provided it does not exceed seven percent of the locality's land area or it does not encompass more than seven percent of the locality's total population. To calculate the population exception, use the Weldon Cooper Centers' most recent final (not provisional) population estimates for the locality.

Weldon Cooper Public Service Center:  
<http://www.coopercenter.org/demographics/POPULATION%20ESTIMATES/>

#### Size Limits for Zones in Counties

Minimum: one-half (1/2) square mile (320 acres).

Maximum: six square miles (approximately 3,840 acres).

#### Size Limits for Zones in Consolidated Cities

Zones in cities where the present boundaries have been created through the consolidation of a city and county (Chesapeake, Hampton, Newport News, and Virginia Beach) or the consolidation of two cities (Suffolk and Richmond), must use the minimum and maximum size guidelines for zones in unincorporated areas of counties described above.

Responses to the following questions regarding the proposed zone boundaries should convey the strategic importance of the proposed zone areas. These written descriptions will supplement the required maps.

15. Provide a specific geographic description of the proposed zone areas. If this is a joint, multi-jurisdiction application this section must be completed for each locality. Joint applicants must explain why the boundaries make sense in terms of regional economic development efforts. See page 23 for joint zone design requirements.
16. Why have these areas of the locality been selected for the Enterprise Zone?
17. Describe any specific properties the locality has identified for rehabilitation, expansion, or development.
18. Are there any existing businesses in the proposed boundaries that are looking to expand? Are there any potential prospects that are considering a zone location?
19. How do these areas relate to the locality's package of local incentives and the targeted businesses it is trying to leverage? Discuss how local incentives and/or regulatory relief programs will help maximize these outcomes.
20. Discuss how the proposed zone's design and location will maximize the Enterprise Zone program's outcomes of stimulating real property investment and job creation.

### **Community Priorities:**

21. Discuss and justify the priority this designation has for the locality. How will the Enterprise Zone program assist in reaching the goals and objectives outlined in the community's economic development strategy?
22. How could the community achieve the identified economic development goals without receiving an Enterprise Zone designation?
23. What other economic or community development incentive programs are available within the community? Describe any funding sources or programs (public/private) that the community has been able to leverage in its development endeavors. What leveraging assets currently exist in the community?
24. How will the Enterprise Zone designation be combined with the existing incentive programs identified above to create a comprehensive suite of economic development tools?
25. Is the locality planning to apply for any other funding programs later in the year? What agency (please specify local, state, or federal) will be providing those funds and what will they be allocated for? How will they be used in conjunction with the zone?

### **Past Successes:**

26. Discuss two economic development projects, different in nature, that were undertaken by the locality and the extent to which they achieved success. In each example, identify the locality's role and any partners involved. These will help DHCD measure the community's capacity to administer an Enterprise Zone and determine how equipped the locality is to deal with a variety of economic development scenarios.

## Marketing Efforts:

27. What tools are currently being used to market the locality for business recruitment?
28. How will the Enterprise Zone be incorporated into these marketing efforts?
29. Identify and discuss the specific programs or entities that will have a role in marketing the zone or using the zone to leverage desired community outcomes.

## Past Performance and Continued Need:

*(Only to be completed by expiring zones that are reapplying)*

30. What types of projects were highlighted in previous Annual Reports? What role did EZ state and local incentives play in those projects? Please be specific as to project name and incentives used.
31. Discuss the community's past effectiveness in creating jobs and capital investment in the expiring zone. How have conditions in the zone changed over the course of the expiring zone's designation period.
32. Discuss the continued need for an Enterprise Zone in the locality. Where will the community make additional improvements or experience more growth? How will the Enterprise Zone affect those efforts? Please note if the proposed zone boundaries and/or incentives differ from the expiring zone. If they are different, explain the significance of the change and the desired outcomes.

## Regional Need and Strategy:

*(Only to be completed by joint multi-jurisdiction applicants)*

33. Please take this space to discuss the regional need and strategy of the proposed multi-jurisdiction zone. What formal programs and organizational mechanisms are in place that will ensure a successful joint "operation"?

**\*Regional collaboration is encouraged therefore up to 50 extra points will be awarded to the final score of multi-jurisdiction applications. The points will be awarded based on how strategic and significant the revenue sharing agreements is. The distress score of a joint zone application will be calculated by taking the average distress score of the participating localities, then adding the bonus points.**

## ZONE CHARACTERISTICS

**REQUIRED FORM:** This form must be filled out and submitted in the “Required Attachments” section of the online application. A template of this form is available for download from CAMS. Below, indicate the locality or localities seeking zone designation, the acreage of the proposed zone area (by locality), and the size guideline option used.

As seen on page 19, basic size limits are determined by the type of locality. The check boxes below may be duplicated on the page as needed for joint zone applications. For joint zones, list the locality’s name next to each duplicated box.

### 1. Acreage by Locality

Locality	Type of Locality	Acreage in Noncontiguous Areas			Total Acreage
Locality 1:					
Locality 2:					
Locality 3:					

2. Total Zone Acreage: \_\_\_\_\_

### 3. Size Guidelines

Identify the size guideline used to determine acreage. If **Joint Zone**, Identify the size guideline used for each locality in the Joint Zone.

Size Guideline Used:

☐ Basic Land Size City \_\_\_\_\_

Basic Minimum	Basic Maximum	Requested Acreage
160 Acres	640 Acres	

☐ Basic Land Size County & Consolidated City \_\_\_\_\_

Basic Minimum	Basic Maximum	Requested Acreage
320 Acres	3,840 Acres	

☐ 7 Percent of Land Area (Cities only) \_\_\_\_\_

Total Land Area	7 % of Land Area = Allowable Acreage	Requested Acreage

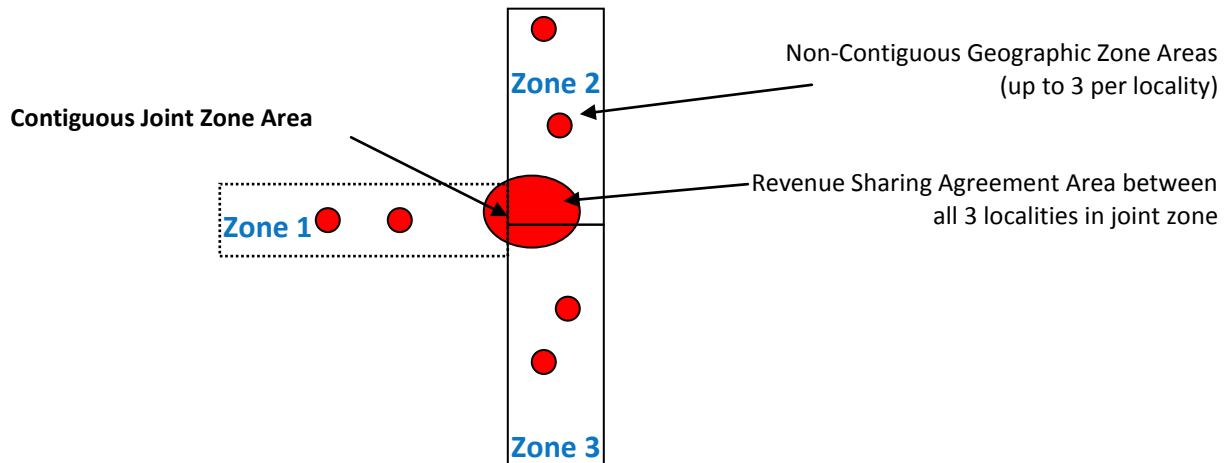
☐ 7 Percent of Population (Cities only) \_\_\_\_\_

Total Land Area	7 % of Population = Allowable Population	Requested Acreage

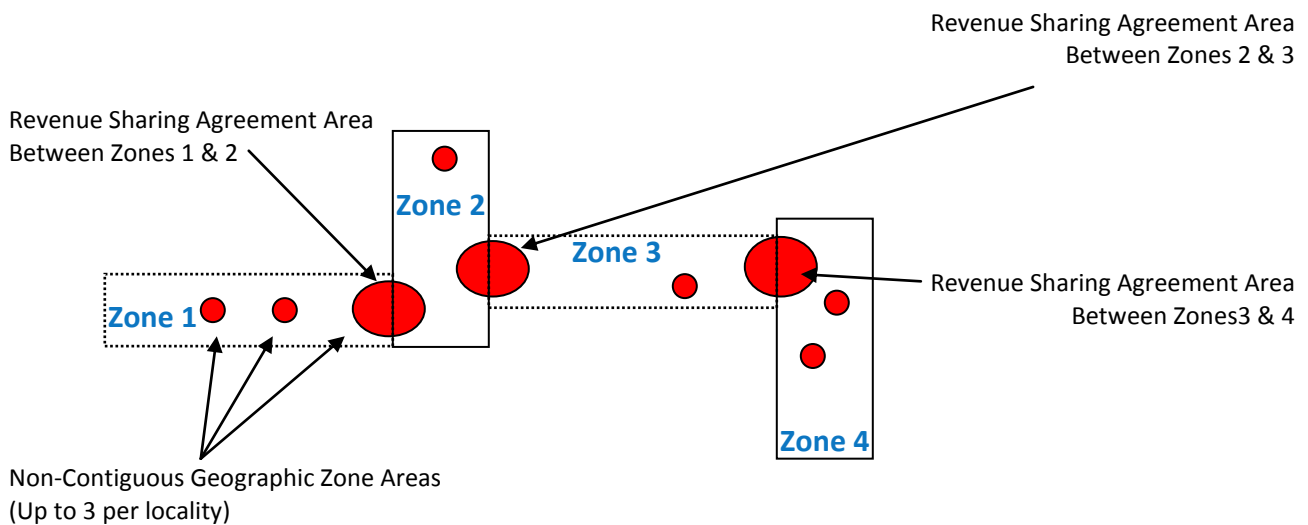
## Sample Joint Zone Configurations

Each locality's portion of the zone can consist of up to three non-contiguous geographic areas relative to that locality. **One of the locality's three possible zone areas must be contiguous to at least one other participant's zone area as part of the joint application.** Below are examples of joint zone configurations. Once a zone has been designated, a locality can apply to the Department for an amendment to the zone boundaries and/or local incentives every 12 months. For joint zones, the agreement area does not have to cover the entire contiguous joint zone area but should be within the boundaries of the contiguous area.

### Example 1



### Example 2



## REQUIRED MAPS & GIS DATA

**REQUIRED SUPPLEMENTAL MATERIALS:** The required maps & GIS files should be submitted as a zipped folder in the “Required Attachment” section of the online application.

Map Requirements- The required maps must meet the following specifications:

- ✓ The scale of the maps may be adjusted based on the zone size or whether or not it is a joint zone. Maps should not be at a scale smaller than 1 inch to every 2,000 feet. A map with a scale smaller than 1 inch to 2,000 feet is too small to see the level of detail requested. Once an appropriate scale is selected, all of the required maps (1-3) must be produced at the same scale.
- ✓ Each map should clearly show required features as indicated below.
- ✓ In addition to the three required maps detailed below, joint applications must submit a fourth map showing the entire joint zone.

**These maps are a critical component of the application. They should be easy to read and clearly marked. GIS generated maps are highly preferred. Topographic maps are not accepted.**

### Map 1 – Map of the locality indicating the proposed boundaries of the Enterprise Zone.

Indicate the proposed zone boundary with a heavy, dashed red line. City/county/town limits must be defined by a heavy dark blue line. The required features listed in the chart below must be included on Map 1.

#### Required Features Included on Map 1 (where present in zone):

- Major Streets/Roads/Highways Labeled (dark gray lines)
- City/County/Town limit lines identified by bold blue line
- Key Businesses/Employers
- Key Properties/Revitalization Project Areas/ Developable Land
- Airports/ Ports of Entry
- Major Railways
- Office or Industrial Parks
- Special Districts

### Map 2 - Map of the enterprise zone boundary indicating the land use classifications below.

Indicate the total zone acreage and the approximate number of acres devoted to each type of use.

#### Privately Held Land

- Business/Commercial
- Industrial
- Institutional
- Single-family residential
- Multi-family
- Agriculture
- Parking
- Mixed-use (or “Other”)

#### Publicly Held Land

- State/Federal Land
- Local publicly owned land in use
- Unused local public land
- Parks & Recreational Areas
- Parking

### Map 3 - Map of the proposed Enterprise Zone boundaries with overlay of zoning districts.

- If the area is not zoned, this map is not required.

**GIS Data – Zone Boundary Shapefiles must be submitted where available.**

## SUPPLEMENTAL MATERIALS & FORMS

All required forms & supplemental materials must be submitted through the “Required Attachments” section of the online application.

- **Public Hearing Advertisements (Required)**
- **Governing Board/Council Minutes (Required)**
- **Submission Resolution (Required)**
- **Joint Application Agreement (Required For Joint Applications Only)**
- **Shared Benefits Agreement (Required For Joint Applications Only)**

## PUBLIC HEARING ADVERTISEMENTS

**REQUIRED:** A copy of the public hearing advertisements must be submitted through the “Required Attachments” section of the online application.

A local governing body must hold at least one public hearing on the application for the Enterprise Zone designation **prior** to the locality’s passage of its Enterprise Zone resolution and prior to submission of the application to DHCD.

All applicants are required to complete the public hearing process. Localities filing a Joint Multi-Jurisdiction application may choose to hold one joint public hearing or separate public hearings (one in each locality).

- ✓ Public hearing ads must be published once a week for two successive weeks in a newspaper of general circulation (i.e., ad must run twice). For joint zones, advertisements must run twice in **each** locality.
- ✓ The final advertisement cannot be published less than five days or more than twenty-one days prior to the hearing.
- ✓ The ads must give the time, date, and location of hearing.
- ✓ Applicants must submit a copy of the ad (like those seen below), as well as **Proof of Publication** (Not proof of payment) from the newspaper that published the advertisement. Proof of publication should show the dates the advertisements ran in the newspaper.

### NOTICE OF PUBLIC HEARING

The Town of Saltville and Smyth County are proposing to submit an application to designate a portion of the town and unincorporated county as a joint Enterprise Zone. There will be a public hearing to hear comments on the proposal on Tuesday, September 23, 2003 at 6:30 p.m. at the Saltville Town Hall. Any interested citizens are encouraged to attend. Information on the application can be viewed at the Saltville Town Hall, 217 Palmer Avenue, Saltville, Virginia; and the Smyth County Administrator's office, 121 Bagley Circle, Marion, Virginia.

The complete requirements for conducting public hearings are stated in [§15.2-2204](#) of the Code of Virginia.

### NOTICE OF PUBLIC HEARING

A public hearing will be held by the Council of the City of Danville, Virginia on **TUESDAY, NOVEMBER 19, 2013** at 7:00 p.m., in the Council Chambers on the Fourth Floor of the Municipal Building, 427 Patton Street, Danville, Virginia. At this time and place citizens may be heard regarding a proposal to authorize the City Manager to submit an application to the Virginia Department of Housing and Community Development to amend the boundaries of the City of Danville Urban Enterprise Zone (Enterprise Zone #1) and the City of Danville's portion of the joint Enterprise Zone with Pittsylvania County (Enterprise Zone #57). Copies of the proposed boundary amendment maps are available in the Economic Development Office, Room 205 of the Municipal Building.

BY AUTHORITY OF THE COUNCIL  
CITY OF DANVILLE, VIRGINIA  
Susan M. DeMasi, Clerk of Council

## GOVERNING BOARD/COUNCIL MINUTES

**REQUIRED:** A copy of the Public Hearing minutes must be submitted through the "Required Attachments" section of the online application. In order to verify the validity of the proposed zone boundaries, meeting minutes **MUST** include explicit mention of the specific zone boundaries.

### MINUTES OF PUBLIC HEARING PROPOSED HALIFAX COUNTY ENTERPRISE ZONE

A Public Hearing was held on Wednesday, September 12, 2007 at 6:00 PM at the Riverstone Technology Building regarding the boundaries and incentives for the proposed Halifax County Enterprise Zone. The Public Hearing was properly advertised in advance as required by the Virginia Department of Housing and Community Development under their Enterprise Zone application guidelines.

#### List of Attendees

--J. Michael Eades- Industrial Development Authority of Halifax County  
--Bryan Foster- Halifax County Administrator  
--Patsy Vaughan- Industrial Development Authority of Halifax County  
--Tamrya Vest- Town of South Boston

Mr. Eades opened the Public Hearing to public comments. No comments were received and the Public Hearing was closed.

Respectfully Submitted:

  
J. Michael Eades, CEcD

## SUBMISSION RESOLUTION

**REQUIRED:** Resolution(s) indicating that the local governing body is applying for zone designation must be submitted through the "Required Attachments" section of the online application.

### Minimum Resolution Format Requirements

**Single Jurisdiction Application:** Resolutions accompanying a single locality application for Enterprise Zone designation should state that the local governing body:

- Is applying for Enterprise Zone designation;
- Authorizes its Chief Administrator (or designee) to submit all information needed to apply for zone designation;
- Authorizes its Chief Administrator (or designee) to meet all program administrative and reporting requirements, as defined by the Enterprise Zone Regulations, throughout the life of the zone.

**Joint Zone Application:** Separate resolutions are required from each participating locality and should state that the local governing body:

- Is applying for Enterprise Zone designation jointly with other localities (provide names);
- Authorizes its Chief Administrator (or designee) to submit all information needed to apply for zone designation;
- Authorizes its Chief Administrator (or designee) to meet all program administrative and reporting requirements, as defined by the Enterprise Zone Regulations, throughout the life of the zone.
- Confirms that each jurisdiction participating in the joint Enterprise Zone application has completed a Joint Application Agreement.

**██████████ County Board of Supervisors**

**RESOLUTION**  
2014-12-05

VIRGINIA: At a regular meeting of the Board of Supervisors of ██████████ County, Virginia, held on Tuesday, December 16, 2014, the following resolution was presented and adopted:

WHEREAS, ██████████ County has a designated Enterprise Zone, identified as Zone #███, that provides a combination of State and Local incentives to promote economic development, and


WHEREAS, there is a current need to amend the existing Enterprise Zone #███ in ██████████ County to incorporate additional properties in and around the Towns of ██████ and ██████ to increase economic growth opportunities, and


WHEREAS, this proposed expansion will serve to benefit economic and industrial expansion of ██████████ County to meet the goals and objectives of the Virginia Enterprise Zone Program, then

THEREFORE, BE IT HEREBY RESOLVED that the ██████████ County Board of Supervisors authorizes the County Administrator to submit the necessary Enterprise Zone amendment package and sign all necessary documentation on behalf of ██████████ County for this proposed Enterprise Zone amendment, and to meet other program administrative and reporting requirements, as defined by the Enterprise Zone Regulations throughout the life of the zone.

Given under my hand this 16<sup>th</sup> day of December, 2014.

Recorded Vote  
Moved By: ██████████  
Seconded By: ██████████  
Yeas: 7  
Nays: 0

A Copy Testor:  
  
██████████ County Board of Supervisors



## JOINT APPLICATION AGREEMENT FORM EZ-1-JA (JOINT MULTI-JURISDICTION APPLICATIONS ONLY)

**REQUIRED FORM:** Form EZ-1-JA must be filled out by each participating locality in a Joint Zone and submitted through the "Required Attachments" section of the online application. A template of this form is available for download from CAMS.

As the representative of the local governing body of \_\_\_\_\_, I hereby certify that:  
(Locality)

1. The aforementioned locality is in agreement with the other participating localities in filing this joint zone application;
2. Any local Enterprise Zone incentives proposed by the aforementioned locality in this application represent a firm commitment;
3. The participating localities have established a mechanism to ensure that economic benefits of the joint zone will be shared among the applicant localities should the zone be designated.
3. It is understood that if at any time the aforementioned locality is unable or unwilling to fulfill a commitment to provide local Enterprise Zone incentives listed in this application, the zone shall be subject to termination; and
4. A public hearing was held on \_\_\_\_\_ to solicit comments on the application.  
(Date)

\_\_\_\_\_  
Chief Administrator's Signature

\_\_\_\_\_  
Date

Name:

Title:

## SHARED BENEFITS AGREEMENT (JOINT MULTI-JURISDICTION APPLICATIONS ONLY)

**REQUIRED:** A copy of the shared benefits agreement for joint zones must be submitted through the “Required Attachments” section of the online application.

### JOINT ECONOMIC DEVELOPMENT AND GROWTH SHARING AGREEMENT

This Agreement, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2008, by and between MONTGOMERY COUNTY, VIRGINIA (hereinafter, the “County”), and THE TOWN OF CHRISTIANSBURG, VIRGINIA (hereinafter, the “Town”).

#### W I T N E S S E T H:

WHEREAS, the County and the Town historically have provided some public services for their respective citizens through joint contracts and other cooperative arrangements, including water and sewer service; and

WHEREAS, the Board of Supervisors of the County and the Town Council of the Town are aware that the economic vitality of the Town and adjoining areas of the County are tied together and that economic and industrial expansion in either the Town or the adjoining area of the County provides increased employment opportunities and economic vitality for the citizens of both jurisdictions; and

WHEREAS, the availability of public water and public sewer services is a particularly critical factor in the commercial and industrial development of an area, and the County and Town both perceive that the unavailability of these services in the area of the County adjoining the Town known as the Woody/Wheatland/Hairston and Arbor View Lands and more fully described in the attached legal description for the 47.966 Acre Parcel and by the plat entitled “Plat of Survey of Revised Corporation Line For the Town of Christiansburg Located in Shawsville Magisterial District Montgomery County, Virginia (Sheet 2 of 2)” dated February 22, 2007, and incorporated as a part of this Agreement and attached hereto as Exhibit A (hereinafter referred to as “the Area”) may have restricted development in the Area; and

## DISTRESS SCORES

The designation application is worth a total of 1500 points. Up to 750 points will be awarded based on the locality-wide distress score and the remaining 750 points will be awarded based on answers to the questions regarding local incentives, program impact and local administrative capacity. Below, the column entitled "Score" is the number of points that a locality has been awarded based on the jurisdiction's fiscal stress.

2016 Designation Round Distress Scores					
Locality	Score	Locality	Score	Locality	Score
Accomack County	469.2	Frederick County	101.4	Orange County	187.3
Albemarle County	49.6	Fredericksburg city	287.2	Page County	484.3
Alexandria city	104.0	Galax city	673.7	Patrick County	516.0
Alleghany County	370.7	Giles County	339.0	Petersburg city	740.5
Amelia County	190.8	Gloucester County	115.7	Pittsylvania County	420.8
Amherst County	347.3	Goochland County	39.1	Poquoson city	30.5
Appomattox County	239.7	Grayson County	589.5	Portsmouth city	543.9
Arlington County	26.7	Greene County	89.5	Powhatan County	57.3
Augusta County	143.1	Greensville County	562.7	Prince Edward County	564.4
Bath County	140.3	Halifax County	549.4	Prince George County	159.8
Bedford County	138.4	Hampton city	444.7	Prince William County	55.3
Bland County	290.6	Hanover County	50.6	Pulaski County	379.1
Botetourt County	85.9	Harrisonburg city	542.0	Radford city	469.5
Bristol city	646.9	Henrico County	131.2	Rappahannock County	75.4
Brunswick County	616.2	Henry County	601.1	Richmond city	587.8
Buchanan County	582.8	Highland County	246.2	Richmond County	316.1
Buckingham County	524.3	Hopewell city	648.9	Roanoke city	566.8
Buena Vista city	463.7	Isle of Wight County	126.4	Roanoke County	83.5
Campbell County	288.9	James City County	62.0	Rockbridge County	178.9
Caroline County	242.1	King and Queen County	299.4	Rockingham County	132.4
Carroll County	542.7	King George County	100.2	Russell County	526.0
Charles City County	252.9	King William County	134.8	Salem city	212.1
Charlotte County	544.4	Lancaster County	274.8	Scott County	507.6
Charlottesville city	300.6	Lee County	582.8	Shenandoah County	192.0
Chesapeake city	113.3	Lexington city	429.4	Smyth County	531.0
Chesterfield County	95.4	Loudoun County	7.6	Southampton County	374.0
Clarke County	36.3	Louisa County	190.8	Spotsylvania County	85.9
Colonial Heights city	248.8	Lunenburg County	567.7	Stafford County	33.4
Covington city	614.5	Lynchburg city	555.3	Staunton city	370.7
Craig County	249.3	Madison County	107.3	Suffolk city	243.8
Culpeper County	167.0	Manassas city	147.9	Surry County	231.9
Cumberland County	434.2	Manassas Park city	203.7	Sussex County	569.4
Danville city	746.2	Martinsville city	750.0	Tazewell County	415.8
Dickenson County	522.7	Mathews County	133.6	Virginia Beach city	110.9
Dinwiddie County	327.3	Mecklenburg County	547.7	Warren County	152.7
Emporia city	715.6	Middlesex County	202.8	Washington County	266.0
Essex County	328.0	Montgomery County	250.5	Waynesboro city	402.4
Fairfax city	24.8	Nelson County	182.5	Westmoreland County	324.4
Fairfax County	23.9	New Kent County	81.1	Williamsburg city	324.0
Falls Church city	4.8	Newport News city	433.2	Winchester city	362.4
Fauquier County	29.6	Norfolk city	542.0	Wise County	479.2
Floyd County	226.6	Northampton County	413.9	Wythe County	400.8
Fluvanna County	64.4	Northumberland County	234.7	York County	56.1
Franklin city	700.4	Norton city	582.1		
Franklin County	212.3	Nottoway County	474.2		



**Enterprise Zone Coordinator:**

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