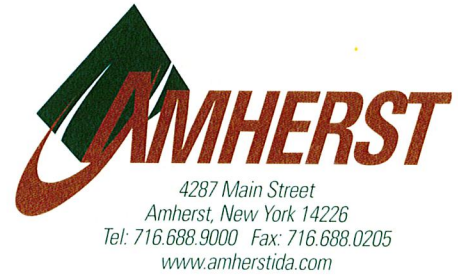


David S. Mingoia
Executive Director



April 22, 2024

VIA CERTIFIED MAIL
RETURN RECEIPT REQUESTED

Hon. Mark C. Poloncarz
Erie County Executive
95 Franklin Street
Buffalo, New York 14202

Michael V. Ginestre
Superintendent
Sweet Home Central School District
1901 Sweet Home Road
Amherst, New York 14228

Dr. Darren J. Brown-Hall
Superintendent
Williamsville Central School District
105 Casey Road
East Amherst, New York 14051

Anthony J. Panella
Superintendent
Amherst Central School District
55 Kings Highway
Amherst, New York 14226

Hon. Christine L. Hunt, Mayor
Village of Williamsville
5565 Main Street
Williamsville, New York 14221

Dr. Matt Frahm, Superintendent
Clarence Central School District
9625 Main Street
Clarence New York 14031

Hon. Brian Kulpa, Supervisor
Town of Amherst
5583 Main Street
Amherst, New York 14221

Amy Battaglia
School Board President
Sweet Home Central School District
1901 Sweet Home Road
Amherst, New York 14228

Dr. Swaroop Singh
School Board President
Williamsville Central School District
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East Amherst, New York 14051

Paul Steimle
School Board President
Amherst Central School District
55 Kings Highway
Amherst, New York 14226

James Boglioli, School Board President
Clarence Central School District
9625 Main Street
Clarence, New York 14031

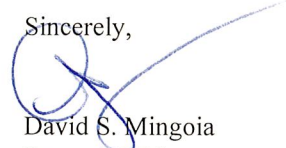
**RE: Town of Amherst Industrial Development Agency
Proposed Workforce Housing Policy Addendum**

Ladies and Gentlemen:

In accordance with Article X of the Countywide Industrial Development Agency Uniform Tax Exemption Policy, amended and restated as of April 1, 2022 (the "UTEP"), the Town of Amherst Industrial Development Agency (the "Agency") is hereby providing notice to all affected taxing jurisdictions of the Agency's proposed Workforce

Housing Policy Addendum, a copy of which is enclosed with this letter. It is anticipated that the Agency Board will consider adopting a resolution to approve the Workforce Housing Policy Addendum at its May 17, 2024 meeting. The Agency invites your review and written comments regarding the proposed policy. Please submit any written comments to the Agency c/o David Mingoia, Executive Director. Comments may be submitted in writing to the Agency at 4287 Main Street, Amherst, New York 14226 or by email to dmingoia@amherstida.com.

Sincerely,



David S. Mingoia
Executive Director

/Enc.

cc: Carlton Brock, AIDA Board Chair

TOWN OF AMHERST INDUSTRIAL DEVELOPMENT AGENCY WORKFORCE HOUSING POLICY ADDENDUM

Policy Adoption

The Town of Amherst Industrial Development Agency (the "Agency") hereby adopts the following workforce housing policy addendum (the "Policy") effective as of [May _____,] 2024, pursuant to Section X of the Countywide IDA Uniform Tax Exemption Policy, amended and restated as of April 1, 2022 (the "UTEP").

Policy Justification

The Town of Amherst has identified a need for workforce housing within the Town. The Town of Amherst Strategic Economic Development Strategy, adopted by the Town Board in October 2023, recognizes the need for more housing in the Town, including units to fill affordable housing needs (defined as 30%-65% of the area median income ("AMI")) and workforce housing needs (defined as 80%-120% of AMI). Industrial development agencies, including this Agency, have assisted residential and mixed-use projects that include housing components that generate new property taxes and public infrastructure. More recently, the State of New York through the Governor's office has included initiatives to address housing in the State budget and has directed state agencies to enact policies to help alleviate the housing crisis.

In furtherance of these State of New York and Town of Amherst housing goals, the Agency desires to enact this Policy in order to encourage the development of new housing in the Town of Amherst that specifically includes workforce housing rental options priced at 80% of AMI, based on income thresholds developed regionally by the United States Department of Housing and Urban Development ("HUD"). Housing projects that do not include a workforce housing component, affordable housing component or housing in accordance with the Agency's Market Rate Senior Housing Policy, will generally be ineligible for Agency incentives.

Eligible Workforce Housing Projects

The Agency will evaluate the eligibility of housing projects for Agency assistance first with reference to the applicable provisions of the New York State General Municipal Law ("GML"), followed by the provisions of the UTEP and this Policy. Generally, applicants for incentives must demonstrate that a proposed housing project will promote employment opportunities and prevent economic deterioration in the Town of Amherst. The Agency Board of Directors will review and make appropriate findings with respect to a project's eligibility for incentives in accordance with GML, the UTEP, this Policy, and other applicable law and regulations.

The following types of multi-family housing projects may be eligible for Agency incentives: (i) adaptive reuse housing projects; (ii) housing projects located in a Neighborhood Enhancement Area within the Town of Amherst; (iii) mixed-use projects containing a housing component; and (iv) housing projects involving new construction. In addition to the findings discussed above, the eligibility criteria pursuant to the UTEP and this Policy for housing projects are outlined below.

Adaptive Reuse Projects: Housing projects that adapt an existing structure or site for new purposes must comply with Section I(C)(1) of the UTEP, and the Additional Criteria outlined below.

Neighborhood Enhancement Area Projects: Housing projects that are located within a designated Neighborhood Enhancement Area within the Town of Amherst must comply with Section I(C)(1) of the UTEP, and the Additional Criteria outlined below.

Mixed-Use Housing Projects: Housing projects that contain both housing and retail and/or other commercial components must comply with Section I(C) of the UTEP and the Additional Criteria outlined below. Projects in this category must provide a minimum of 20% of the units as Workforce Housing.

Housing Projects Involving New Construction Located Outside a Neighborhood Enhancement Area: Housing projects in this category shall comply with the requirements of the GML and the Additional Criteria below. Projects in this category must provide a minimum of 20% of the units as Workforce Housing. Consideration is given for substantial financial commitments from the applicant to complete significant off-site infrastructure improvements or other public improvements.

Additional Criteria: A housing project must meet the following criteria in order to be considered eligible for Agency incentives:

(i) The project must have a minimum of ten to twenty percent (10-20%) of units priced at 80% AMI based on figures developed in collaboration with the Town of Amherst Community Development Director and U.S. Housing and Urban Development guidelines. Attached to this Policy as Exhibit A is the Workforce Housing Exhibit for the 2023-2024 period. Exhibit A is revised annually in June and a new Workforce Housing Exhibit will be made available to prospective applicants on the Agency website;

(ii) The project must achieve the requisite number of points within the Agency's PILOT Determination Scoring Worksheet to qualify for Agency incentives in accordance with the UTEP;

(iii) If the project is seeking an abatement from real property taxes, the applicant must agree to maintain the project's designated workforce housing commitment beyond the PILOT schedule in which the project is qualified, as detailed below:

- a. For a 5-year PILOT, designated workforce housing must be maintained for 7 years in total.
- b. For a 7-year PILOT, designated workforce housing must be maintained for 10 years in total.
- c. For a 10-year PILOT, designated workforce housing must be maintained for 15 years in total.

(iv) If the project is not seeking an abatement from real property taxes, the applicant must agree to maintain the project's designated workforce housing commitment for a period of five (5) years following the date on which the project is completed and residential tenants occupy the project.

Eligible housing projects that meet the criteria outlined above may receive Agency incentives in the form of: (i) an exemption from mortgage recording tax; (ii) an exemption from sales and use tax for qualified purchases; and (iii) an abatement from real property taxes.

Annual Review

This Policy may be amended, supplemented or withdrawn, in whole or in part, by vote of the Agency Board of Directors.

[Exhibit A follows on next page]

Exhibit A

Workforce Housing Income Requirements For Period 2023-2024

WORKFORCE HOUSING AREA MEDIAN INCOME (AMI) CHART			
Rent Limits	1 BEDROOM	2 BEDROOM	3 BEDROOM
80% of AMI	\$1,300	\$1,500	\$1,700
Income Limits	1 Person	2 Person	3 Person
100%	\$65,000	\$74,300	\$83,600

DEFINITIONS:

“Workforce Housing” – project consisting of for rent multi-family units whereby a specific percentage of the units are designated to an 80% household area median income (AMI) as identified in this exhibit and maintained on the Agency’s website. Household income levels for persons living in specified Workforce Housing units shall not exceed 100% of AMI.

This Exhibit A shall be annually reviewed and updated by the Agency’s Board of Directors based on updates to income requirements made by the Town of Amherst Community Development Director and U.S. Housing and Urban Development.

If you have questions regarding this information, please contact the Town of Amherst Industrial Development Agency at 716-688-9000.