



**City of Kenai
Lease Development Incentive
Application**

Application Date:

Applicant Information

Name of Applicant:							
Mailing Address:		City:		State:		Zip Code:	
Phone Number(s):	Home Phone:		Work/ Message Phone:				
E-mail: (Optional)							

Lease Information

Eligible development

To qualify for a lease credit toward rent for a **maximum of five years**, an applicant for a new lease, extension, or renewal must complete commercial development on the property within two years to receive the credit, which is based on the value of site preparation work on the leased premises. Examples of eligible work include: clearing and grubbing, unclassified excavation, classified fill and back fill, and utility extensions.

Required documentation

1. An estimate of the value of the work, including a scope of work, prepared by a qualified engineer licensed to work in Alaska must be provided to the City and accepted **prior to work being performed**. Any changes to the estimate must be provided to the City and accepted prior to work being performed to be eligible for the credit.
2. A certification from a qualified engineer that the accepted scope of work has been completed must be provided to the City and accepted at the completion of the work for the credit to be applied.

Application is for:

- ☐ Existing Lease Property
☐ New Land Lease Application

Description of property:

Description of work to be completed:

- ☐ Clearing and grubbing
☐ Unclassified Excavation
☐ Classified Excavation
☐ Utility Extensions
☐ Other:

Estimated value of work:

Estimated start date:

Estimated completion date:

Attachment(s):

- ☐ Scope of work
☐ Other:

By signing and dating below, the applicant agrees to fulfill the above requirements and understands that if these requirements are not met, the applicant will not be eligible for a development credit toward rent.

Signature:		Date:	
Print Name:		Title:	

For City Use Only:

- ☐ General Fund ☐ Airport Reserve Land
☐ Airport Fund ☐ Outside Airport Reserve

Date Application Received: _____

Date Scope of Work Approved: _____

Amount of Credit Applied: _____