

**Town of Trumbull, Connecticut**  
**Tax Abatement Application**

**All applicants must respond to items 1-4 below.**

1. (All Applicants) Please disclose the names, addresses and contact information of all principals.
2. (All Applicants) Provide written confirmation from all relevant Town Departments that the applicant and principals are in good standing and are not in violation with any of the Town's Zoning Regulations, Building Code, or any other ordinance.
3. (All Applicants) Provide written documentation that the applicant and all principals are in good standing for all real property, personal property, or motor vehicle taxes due and payable by the applicant or the principal.
4. (All Applicants) Provide an explicit statement as to where your project is in the approval and development process. Council approval under this ordinance must be obtained prior to the initial application for a Building Permit for the project.

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**Applicants for a Business Commercial/Industrial or Mixed Use Development must respond to items 5 – 16. Permanent Residential Housing applicants skip to item 17.**

5. (For Business Commercial/Industrial/Mixed Use Developments) Document new, permanent job jobs that will be located in Trumbull in years 1-5 of your project. Detail how you arrived at the job numbers and estimate the types of jobs and average salary. If the business currently operates in Trumbull, document the existing full time jobs as of the date of application. Any job location must be in addition to the current job totals and must be sustained for the duration of the abatement period. Please document any temporary jobs in Trumbull directly attributable to the project.
6. (For Business Commercial/Industrial/Mixed Use Developments) Document the level of capital investment in the project including new building or buildings, building rehabilitation excluding property acquisition costs.
7. (For Business Commercial/Industrial/Mixed Use Developments) Provide a detailed description of how the project will create new or substantially rehabilitated space for private business activities, which for the purposes of this Ordinance will include: office use, retail use, manufacturing use, warehousing use, storage use, distribution use, space for information technology equipment, space for telecommunications equipment, mixed-use development as defined by State Statute in section 8-13m, or use by or on behalf of a health system, as defined in section 19a-508c or any combination of the above uses that may be allowed to co-exist pursuant the Town's Zoning Regulations. For mixed use projects document the number of housing units, the number of bedrooms in each unit and rental rates.

8. (For Business Commercial/Industrial/Mixed Use Developments) Describe how the property is currently being utilized. Detail how your project meets the objective of boosting underperforming properties in Trumbull.
9. (For Business Commercial/Industrial/Mixed Use Developments) Describe the anticipated use of Town resources as a result of this project (i.e. Impact on Schools, Fire, Police, Roads, etc...) Provide available data to support this usage.
10. (For Business Commercial/Industrial/Mixed Use Developments) Document the current property tax for the development site. For investments under \$15,000,000, provide a clear analysis of the property tax revenue for the project in each of the seven years of the abatement in accordance with the percentages laid out in the ordinance. In order to qualify, property tax revenues must exceed the current tax revenue for the property in each year of the abatement. For investments in excess of \$15,000,000, please demonstrate the same in accordance with the schedule set forth in the ordinance or the alternative abatement schedule being proposed. Be sure to clearly document any alternative schedule being proposed with number of years, percentages, etc... In order to qualify, property tax revenues must exceed the current tax revenue for the property in each year of the abatement period.
11. (For Business Commercial/Industrial/Mixed Use Developments) Please narrate how the project is compatible with Trumbull's Plan of Conservation and Development.
12. (For Business Commercial/Industrial/Mixed Use Developments) Document that the applicant is the current owner of the property or offer definitive evidence that the applicant has entered into an agreement to purchase the real property to be developed.
13. (For Business Commercial/Industrial/Mixed Use Developments) Provide a construction timeline documenting that the construction will commence within twelve (12) months of the Council's approval, and shall be completed within twenty four (24) months of the Council's approval. If the construction timeline is due to exceed (24) months, the timeline would have had to be in place at the time of approval.
14. (For Business Commercial/Industrial/Mixed Use Developments) Please detail why an abatement is necessary for this project at this time. Include financial or comparative information from other projects or communities that demonstrates need.
15. (For Business Commercial/Industrial/Mixed Use Developments) Please attach any letters of support for the project.
16. (For Business Commercial/Industrial/Mixed Use Developments) Please attach testimonials and/or references for other completed projects if you have not done development work in Trumbull prior to application. Please provide a copy of your business plan if available.

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**Applicants for Permanent Residential Housing must respond to items 17- 27.**

17. (Permanent Residential Housing) Document temporary and any new jobs that will be located in Trumbull as result of the project. Detail how you arrived at the job estimates, the types of jobs and average salary.
18. (Permanent Residential Housing) Document the level of capital investment in the project including new building or buildings, building rehabilitation excluding property acquisition costs.
19. (Permanent Residential Housing) Provide a detailed description of how the project will create new or substantially rehabilitated space for permanent residential housing in accordance with the ordinance.
20. (Permanent Residential Housing) Describe how the property is currently being utilized. Detail how your project meets the objective of boosting underperforming properties in Trumbull.
21. (Permanent Residential Housing) Document the current property tax for the development site. For investments under \$15,000,000, provide a clear analysis of the property tax revenue for the project in each of the seven years of the abatement in accordance with the percentages laid out in the ordinance. In order to qualify, property tax revenues must exceed the current tax revenue for the property in each year of the abatement. For investments in excess of \$15,000,000, please demonstrate the same in accordance with the schedule set forth in the ordinance or the alternative abatement schedule being proposed. Be sure to clearly document any alternative schedule being proposed with number of years, percentages, etc... In order to qualify, property tax revenues must exceed the current tax revenue for the property in each year of the abatement period.
22. (Permanent Residential Housing) Please narrate how the project is compatible with Trumbull's Plan of Conservation and Development and Trumbull's Housing Incentive Zone/Housing Choice Plan. Detail the number and type of housing units. Specify rental rates for units or purchase price and note if any units are age restricted or planned as affordable units. Please provide data on the projected impact on school enrollment and use of other Town resources (ie. Police, Fire, Roads, etc..)
23. (Permanent Residential Housing) Document that the applicant is the current owner of the property or offer definitive evidence that the applicant has entered into an agreement to purchase the real property to be developed.
24. (Permanent Residential Housing) Provide a construction timeline documenting that the construction will commence within twelve (12) months of the Council's approval, and shall be completed within twenty four (24) months of the Council's approval. If the construction timeline is due to exceed (24) months, the timeline would have had to be in place at the time of approval.
25. (Permanent Residential Housing) Please detail why an abatement is necessary for this project at this time. Include financial or comparative information from other projects or communities that demonstrates need.

26. (Permanent Residential Housing) Please attach any letters of support for the project.
27. (Permanent Residential Housing) Please attach testimonials and/or references for other completed projects if you have not done development work in Trumbull prior to application. Please provide a business plan if available.

**All applicants may be required to do an in person presentation to the Tax Abatement Committee and Town Council upon request.**

**Submission requirements-** Please submit three printed copies including all attachments to the Economic and Community Development Department, attention Rina Bakalar. Please email an electronic file of your application to [rbakalar@trumbull-ct.gov](mailto:rbakalar@trumbull-ct.gov) , in addition to the printed copies. Direct any question to Rina Bakalar at 203-452-5043. Thank you for your interest in doing business in Trumbull.