



Pre-Development Project Information Form

Complete the Pre-Development Project Information Form after the Pre-Development Meeting with the Department of Planning. This will be used to track the City’s potential Inclusionary Housing pipeline. You will still be required to complete the Inclusionary Housing Plan and follow all other requirements founds here: [Art 13 - Housing \(28JUN24\).pdf \(baltimorecity.gov\)](#)

If more information or guidance is needed related to completing this form or applicable Inclusionary Housing laws and rules, send an email to inclusionaryhousingsubmission@baltimorecity.gov.

Project Name (if known)	
Project Address please use the legal address and indicate whether the project will also include a known as address.	
Neighborhood	
Developer	
Contact Name	
Organization	
Mailing Address Line 1	
Mailing Address Line 2	
City, State, Zip	
Email	
Phone	

This is a:

_____ dormitories, as defined in § 1-305(g) of the Zoning Code;

_____ fraternity or sorority houses, as defined in § 1-306(p) of the Zoning Code;

_____ residential-care facilities, as defined in § 1-312(p) of the Zoning Code; or

_____ a residential project that is designed for, marketed to, and leased to students enrolled in accredited educational institutions located in Baltimore City, also known as “student housing”. (Ord. 07-474; Ord. 24-308.

If yes to one of the above, please proceed to Section E.



For all other projects, please complete the information below that applies to your project.

Section A. Rental Unit Information

Please complete the following information regarding proposed units.

*IH stands for Inclusionary Housing

Total Number of Units: _____

Total Number of Penthouse Units: _____

Total Number of units eligible as Inclusionary Units: _____

10% of eligible units (these will be Inclusionary Units):

_____ **5% of Inclusionary Units that will be available to households earning 50% of area median income**

_____ **5% of Inclusionary Units that will be available to households earning 60% of area median income**

Please refer to the Unit Mix and Floor Plan section of the Inclusionary Housing Program Manual for guidance on allocating an odd number of Inclusionary Units found here:

<https://dhcd.baltimorecity.gov/sites/default/files/DRAFT%20Incl>

You will be required to designate specific Inclusionary Units as part of your Inclusionary Housing plan.

Section B. Project Subsidy

Is the Project receiving a Major Public Subsidy? Please check all that apply:

- Grants or loans that equal or exceed 15% of total projected project costs
- Payment in Lieu of Taxes (PILOT) (not an Affordable Housing PILOT)
- Tax Increment Financing (TIF) Sale or transfer of City-owned land substantially below its appraised value
- Tax Credit(s). Please list all, attach if more space is needed.

- I am not seeking any Project Subsidy. By checking this box in your Inclusionary Housing



Plan, you will not be able to apply for tax credits at a later date. _____

Section C. Affordable Housing Projects

Section 2B-21 (c) of the law states “If the city negotiates or a residential project promises to provide a greater percentage of affordability or a longer period of affordability, that more restrictive provisions governs over the requirements of this subtitle to the extent of any conflict.

If this applies to your project, please complete the project information form and schedule and attach Exhibit C, only. Unit information should include the total number of units, breakdown by AMI, and a list of all sources and their required period of affordability. Unit information included in CDA’s Form 202 or comparable be submitted. Please also indicate if you are planning to request or have a received an Affordable Housing PILOT and provide a copy of the application, underwriting memo and/or approval.

Projects that meet this requirement will be approved as meeting the Inclusionary Housing requirements for a building permit.

Section D. Land Use

Are you requesting any of the following? (Check all that apply)

- Significant land use authorization: “Significant land use authorization” means the adoption of a Planned Unit Development or a legislatively approved amendment to a Planned Unit Development, either of which increases the permissible number of residential units by 30 or more units above the number permitted before adoption of the Planned Unit Development or amendment.
- Significant rezoning: “Significant rezoning” means any rezoning that permits residential units where none were permitted previously.

Section E. Certification

I certify that the information provided herein is correct and accurate. I understand that I may be subject to the Inclusionary Housing Law’s provisions and requirements.

Signature	
Printed Name	
Title	
Company	