



Affordable Housing Incentive Fund Application - ~~448 NW 7th~~ 438 NW 8th Ave.

City of Ocala

Affordable Housing Incentive Fund Application Information

Overview

The purpose of the Housing Incentive Fund is to encourage the rehabilitation and new construction of affordable housing in the City of Ocala by offering a housing incentive to offset city-imposed development charges and allowing the relaxation of certain development requirements for developers of new, affordable housing units. These benefits are intended to promote the creation of affordable housing while maintaining quality construction and site design.

Definitions:

Affidavit means a written declaration made under oath attesting to the applicant's eligibility as low-income household.

Affordability Threshold means the maximum amount (including mortgage principal, interest, taxes, insurance, rent, and utilities) that a dwelling unit can be sold or rented for to be considered affordable housing. This threshold must be no greater than 30

percent of the household income of a moderate-income household earning 120 percent of the median household income for the Ocala MSA.

Affordable Housing means quality housing which is financially accessible to an eligible low to moderate income household. Rental units must be at or below Fair Market Rents for low-income households as established by the United States Department of Housing and Urban Development (HUD). Affordable housing units, whether detached or attached single- or multiple-family units, shall meet minimum housing quality standards for Section 8 housing, as established by HUD.

Affordable Housing Internal Review Board means the Community Development Services Director or designee, Growth Management Director or designee, and the Economic Development Director or designee, shall comprise the internal review board.

Certification means a written and signed statement confirming that the claim for an affordable housing project is true and accurate, and that the development conforms to applicable federal and state regulations.

Housing Incentive Fund refers to funds as may be made available for affordable housing purposes as funded through the City's annual budget process, with local, state, or federal funds.

Low-Income Household means a household with a total household income at or below 80% of the median household income for the Ocala MSA, adjusted for household size, as set annually by HUD.

Moderate-Income Household means a household with a total household income 81% to 120% of the median household income for the Ocala MSA, adjusted for household size, as set annually by HUD.

Total household income consists of all sources of wage income, such as base pay, overtime, bonuses, and other sources of non-wage income, including disability pensions, public assistance, alimony, and child support payments. Household income includes income from all members of the household over the age of 18.

Process

At a pre-application conference, prior to applying for building permits or a site plan, the developer will inform the City's Growth Management Department of the intent to apply

for payment of fees from the affordable housing incentive fund. The developer must submit a conceptual site plan and data including a layout of the project showing buildings, parking, and internal streets, the frontage of the project along city streets, and information on the units including square footage and number of bedrooms. Housing incentive fund credits will be pro-rated based on the percentage of affordable units. Per Section 106-105, Code of Ordinances, City of Ocala, multifamily development projects have a maximum number of affordable units that qualify for housing incentive fund payments. Developers will certify that the proposed affordable housing units will be affordable, as defined in this application, and meet minimum housing standards for participation in this program. A written agreement must be submitted to the Internal Review Board by the developer, or his agent, which states that the set-aside and affordable unit requirements will be met, representing a contract between the City and the applicant.

Application Review. After an application is submitted, the Internal Review Board shall complete their review within fifteen (15) business days of receiving the application. The Internal Review Board will send their decision in writing to the applicant regarding whether the Board will recommend distributing affordable housing incentive funds, and the amount, and may reasonably condition a housing incentive fund distribution. The applicant may request additional conferences with the Board to reach an agreement if necessary. The applicant shall submit a statement in writing that they agree or disagree with the Board's recommendation no more than thirty (30) days after the Board issues their recommendation. Otherwise, the application shall be deemed withdrawn. The Board's recommendation, the application, and the applicant's acceptance letter shall be included as an agenda item at the first available City Council meeting.

Eligible Fees

Fees eligible for payment from the housing incentive fund. Permitting fees must be paid in their entirety by the developer for the percentage of dwelling units not set aside for eligible low-income households. Eligible fees include:

- a. Building.
- b. Plumbing.
- c. Electrical.
- d. Mechanical.
- e. Gas.
- f. Fire review.
- g. Site plan review.
- h. Site permit.
- i. Access city-owned drainage retention areas.
- j. Water and sewer impact fees.

- k. Water meter charges.
- l. Sidewalks.
- m. Fire impact fee.
- n. Education impact fee.
- o. Transportation impact fee.

Funding

Housing Incentive Fund Distributions. Housing incentive fund distributions shall not exceed \$20,000 per affordable housing unit. Per Section 106-105, Code of Ordinances, City of Ocala, multifamily development projects have a maximum number of affordable units that qualify for housing incentive fund payments.

City Commitment of payment. City Council may commit payment from the Housing Incentive Fund after application has been made. City Council may waive eligible fees if there are insufficient housing incentive funds. Once approved by City Council, all properly documented eligible fees will be processed for reimbursement by the City department managing the project (Community Development Services or Growth Management).

Affordability Period

Prior to issuance of a certificate of occupancy for any affordable housing unit within any development under this program, the proposed occupant of the unit must submit documentation and complete and sign a Letter of Certification, as provided by the City, attesting to qualifications as an eligible low-income household. The City will place a lien on the properties at the time of transfer to the homeowner to ensure that the units remain occupied by an eligible low-income household. The terms for the lien are outlined below.

- Housing rehabilitation, new Single family and duplex will be required to remain affordable for a period of ten (10) years. The value of the lien will be reduced by 10% of the total original lien value each year that the unit is occupied by a low-income household until the lien is released at the end of the tenth year.

- New multifamily residential units will be required to remain affordable for a period of 20 years from the issuance of the certificate of occupancy. The value of the lien will be reduced 5 percent each year until the lien is released at the end of the twentieth year.

If the unit is sold, leased, transferred, or rented to an ineligible household during that period, the City may require repayment of the remaining lien amount for all fees paid out of the affordable housing incentive fund or waived by City Council.

City Contacts

For further information contact:

James Haynes, Director, Community Development Services, at jhaynes@ocalafl.gov or 352-629-8312 for single family projects or **Aubrey Hale**, Planning Director at ahale@ocalafl.gov or 352-629-8550 for multi-family projects.

Affordable Housing Incentive Fund Application

Proposal Title *

Habitat for Humanity of Marion Cour

Amount of Funds Requested *

6456.57

Name of Applicant *

Rob

First Name

Peters

Last Name

Mailing Address *

1321 SE 25th Loop

Street Address

Suite 103

Street Address Line 2

Ocala

City

Florida

State / Province

34471

Postal / Zip Code

Phone Number *

(352) 351-4663

Please enter a valid phone number.

Fax Number

(351) 351-3081

Please enter a valid phone number.

Admin Contact

Rob

First Name

Peters

Last Name

Admin Contact Email

rpeters@habitatocala.org

example@example.com

Project Contact *

Bryan

First Name

Gast

Last Name

Project Contact Email *

bgast@habitatocala.org

example@example.com

Financial Contact

Melissa

First Name

Badge

Last Name

Financial Contact Email

mbadge@habitatocala.org

example@example.com

Website

habitatocala.org

Legal Status *

Non-profit



Federal EIN

59-2992077

DUNS#

791045685

Project Type (check all that apply) *

- Multifamily
- Single-Family Detached
- Single-Family Attached
- Other
- Homeowner
- Rental

Income restrictions on project (indicate the approximate number of units meeting each Area Median Income (AMI) category:

0	*	Income at or less than 30% AMI
No. of Units 1	*	Income between 30% and 50% AMI
No. of Units 0	*	Income between 50% and 80% AMI
No. of Units 0	*	Income between 80% and 120% AMI
No. of Units 0	*	Income between 120% and 140% AMI
No. of Units 0	*	Income over 140%
No. of Units 1	*	Total Units
No. of Units		

Utilities included in rent *

- Water/Sewer
- Electric
- Gas
- Internet
- Other

Project Parcel ID or Address *

438 NW 8th Ave, Ocala, FL 34475

Identify the number of accessible units and the specific type of accessibility modifications that will be incorporated:

Project Proposal

All applicants must submit a Project Proposal, providing the following information:

A. Project Description – Provide a description of the proposed project to include project type and location, including legal description of the property and the population(s) to be served.

B. Need - Explain why this site was chosen and how it helps the City to expand affordable housing opportunities where most needed? Describe the neighborhood and surrounding community. Provide a map indicating project location.

C. Project Readiness – Provide evidence of organizational experience and capacity to manage the project, pursue and acquire land, site control, required zoning variance and permitting (if applicable), and financial commitments for the project.

D. Site - Identify any existing buildings on the proposed site, noting any that are currently occupied. Describe the planned demolition of any buildings on the site.

E. Prior Activities - Provide a summary of similar activities completed by the organization and project team.

F. Project Budget – Provide a detailed description of the proposed project budget showing sources and amounts of additional funding.

G. Project Schedule – Indicate the proposed project schedule, including pre-development, anticipated pursuit and acquisition timeline (if applicable), site control, zoning approval, financing and construction milestones to project completion.

Please upload your Project Proposal to your eTRAKIT permit application under the Affordable Housing section.

Authorization

I, Rob Peters _____ certify that I am authorized to apply for funding
Authorized Representative
from the City of Ocala. I certify that all information contained herein is accurate to the best of my knowledge.

Applicant Name *

Rob

First Name

Peters

Last Name

Date *

03-16-2026 

Date

Title *

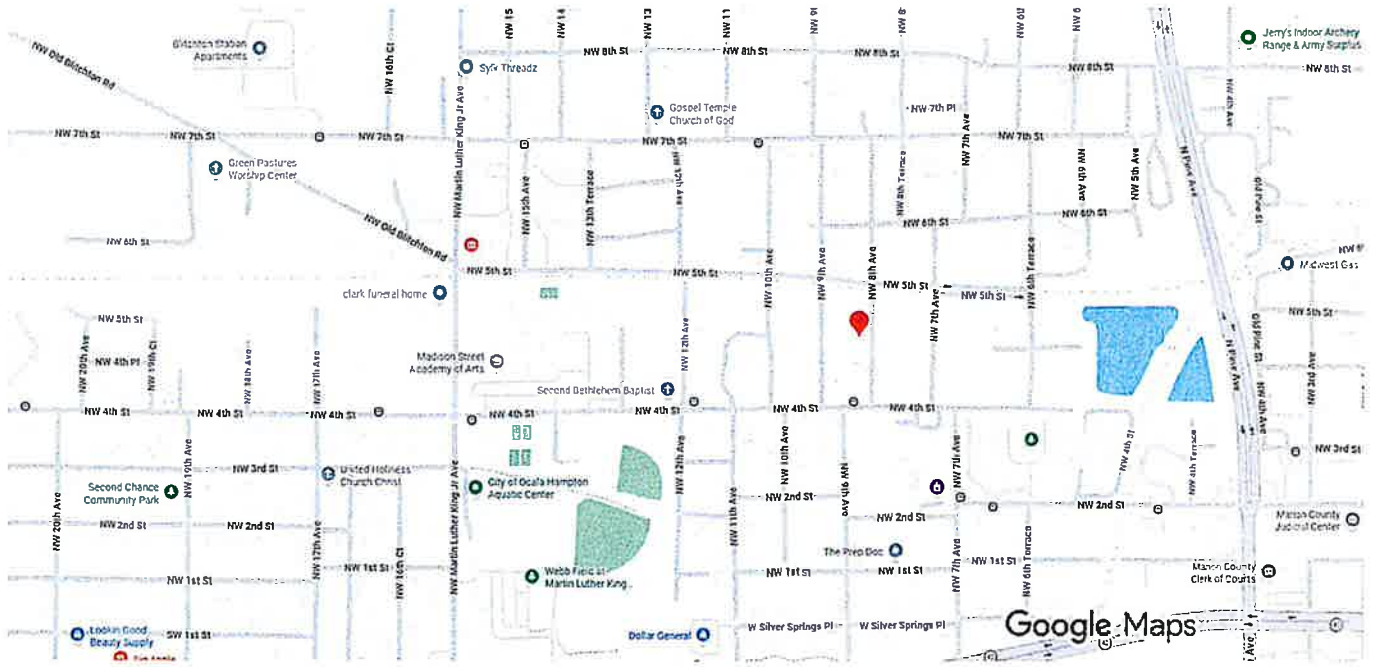
President & CEO

Signature


Clear

Google Maps

438 NW 8th Ave



Imagery ©2026, Map data ©2026 Google 200 ft



438 NW 8th Ave



Directions



Save



Nearby



Send to phone



Share

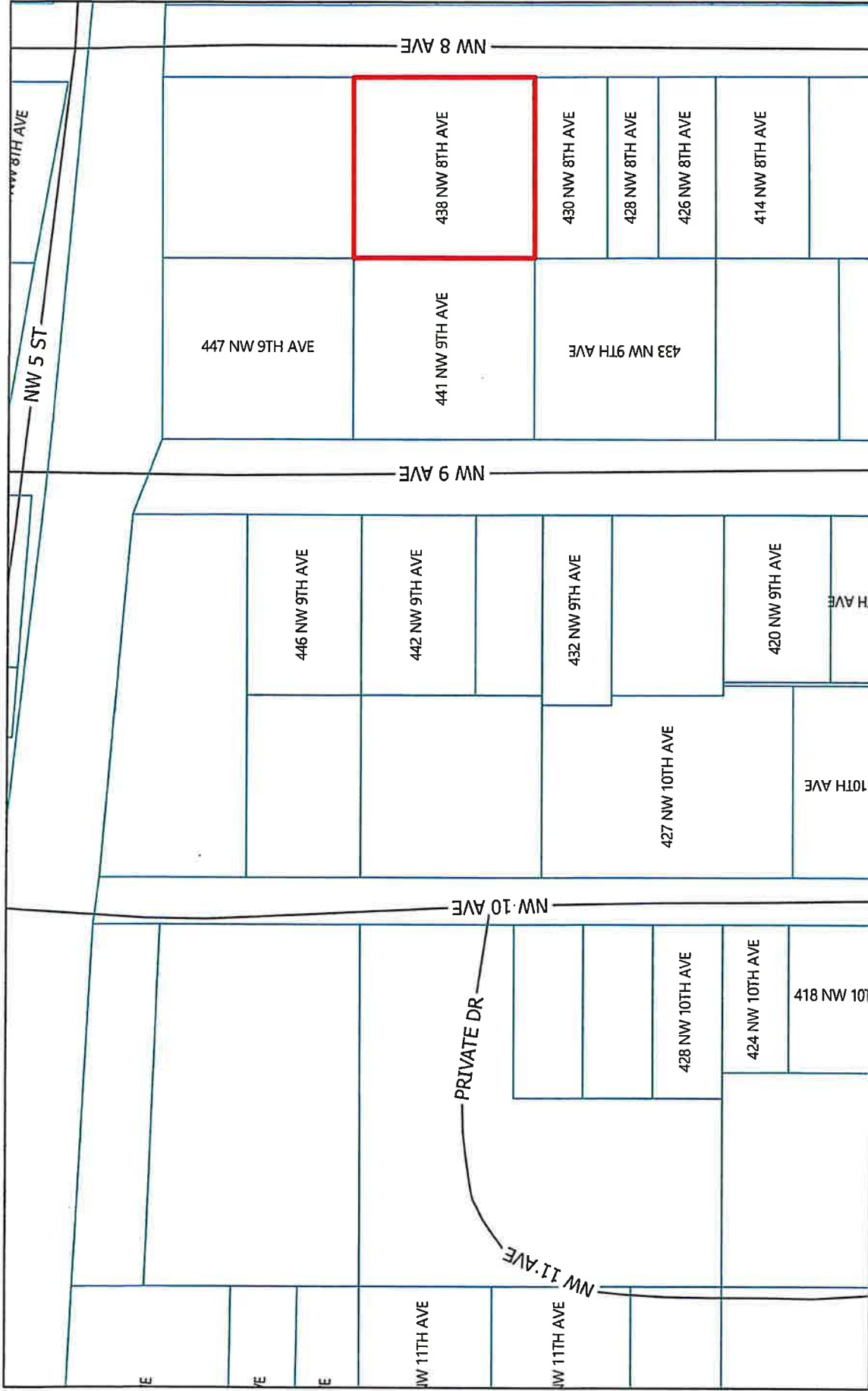


438 NW 8th Ave, Ocala, FL 34475



Confirm or fix this location
The location shown is not precise

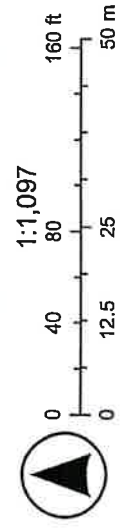
Marion County Property Appraiser



3/16/2026, 4:46:28 PM

MCPA Parcel Data

Streets



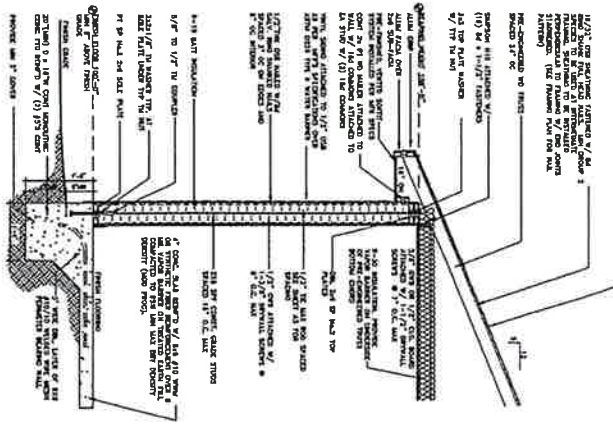
DISCLAIMER: Work in progress compiled solely for governmental purpose of property assessment. These are NOT surveys. No warranties, expressed or implied, are provided with this data, its use, or interpretation. All information subject to change without notice.

Marion County, Florida - Use at your own risk.

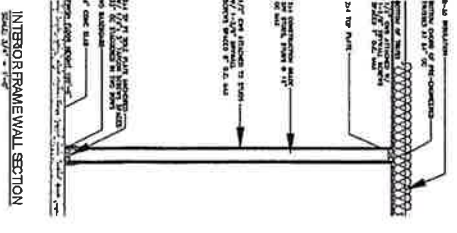
8:34 AM
 03/04/26
 Accrual Basis

Date	Name	Memo	Debit	Credit	Balance
15238 · 438 NW 8th Ave Ocala					0.00
					0.00
09/22/2025	David King, Jr.	House Plans	400.00		400.00
11/04/2025	Board of County Commissioners Marion Coun	Address Assignment	25.74		425.74
12/03/2025	D.W. Hirst and Associates, Inc.	Boundary Survey	375.00		800.74
01/12/2026	City of Ocala Building Dept	Building Permit Inspection	102.95		903.69
02/10/2026	A Good Man Around The House, LLC	Tree & Debris Removal - Houe # 238	4,000.00		4,903.69
02/25/2026	City of Ocala Building Dept	Permits - House 238	759.35		5,663.04
02/26/2026	City of Ocala Building Dept	Permitting & Impact Fees - House 238	11,332.00		16,995.04
			<u>16,995.04</u>	<u>0.00</u>	<u>16,995.04</u>
			<u>16,995.04</u>	<u>0.00</u>	<u>16,995.04</u>
			<u>16,995.04</u>	<u>0.00</u>	<u>16,995.04</u>

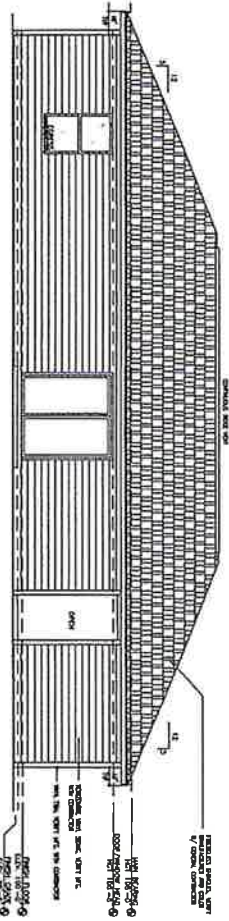
REBAR SHALL BE 1 LAYER OF 10# BARS WITH 12" ON CENTER. THE REBAR SHALL BE PLACED IN THE MIDDLE OF THE WALL THICKNESS. THE REBAR SHALL BE TYPICALLY SPACED AS SHOWN.



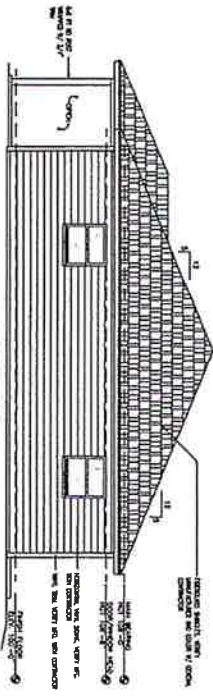
1 TYPICAL 2x6 WALL SECTION WITH MONOLITHIC FOOTING



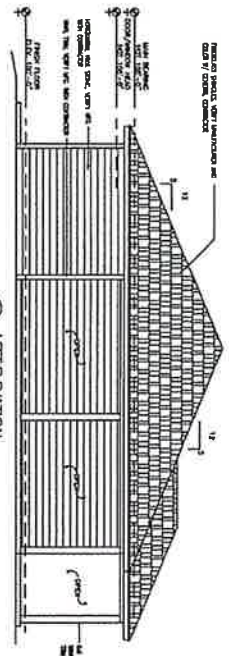
INTERIOR FRAME WALL SECTION



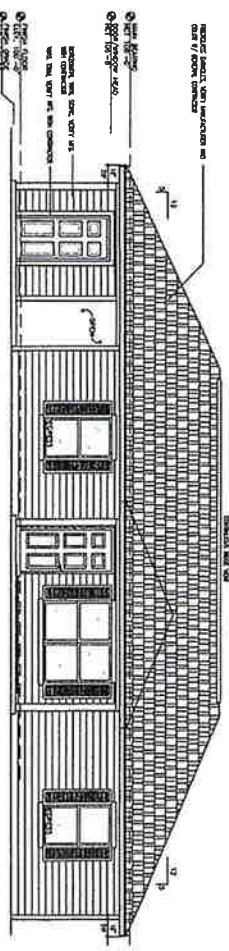
REAR ELEVATION



RIGHT ELEVATION



LEFT ELEVATION



FRONT ELEVATION

David P. King
 Licensed Architect
 No. 12345
 State of Florida
 1000 N. W. 1st St.
 Ft. Lauderdale, FL 33304
 (954) 555-1234



NEW SINGLE-FAMILY RESIDENCE
 3221 CARROLL LANE
 FRAMER HILL, FLORIDA
 FOR
 HABITAT FOR HUMANITY
 HOUSE #200
 1000 N. W. 1st St.
 Ft. Lauderdale, FL 33304
 (954) 555-1234

DATE: 01/15/2008
 SCALE: AS SHOWN
 PROJECT: 08-00000000000000000000

DESIGNED BY: David P. King
 CHECKED BY: David P. King
 APPROVED BY: David P. King

EXTERIOR ELEVATIONS

A1



Cash Register Receipt
City of Ocala

Receipt Number
PMT5614

DESCRIPTION	ACCOUNT	QTY	PAID
PermitTRAK			\$3,748.00
TRA26-0156 Address: 438 NW 8TH AVE APN: 2840-009-004			\$3,748.00
SINGLE FAMILY RES TRANSPORTATION IMPACT PROCESSING FEE	115-341-000-000-02-34199	0	\$25.00
TRANSPORTATION IMPACT RESIDENTIAL			\$3,723.00
SINGLE FAMILY DETACHED - 1,501 SF TO 2,499 SF	001-220-000-000-20-22017	0	\$3,723.00
TOTAL FEES PAID BY RECEIPT: PMT5614			\$3,748.00

Date Paid: Friday, February 27, 2026

Paid By: HABITAT FOR HUMANITY OF MARION COUNTY INC

Cashier: RST

Pay Method: CHECK 1327



Cash Register Receipt
City of Ocala

Receipt Number
PMT5615

DESCRIPTION	ACCOUNT	QTY	PAID
PermitTRAK			\$2,681.00
SDC26-0162 Address: 438 NW 8TH AVE APN: 2840-009-004			\$2,681.00
SDC SEWER IMPACT FEES			\$2,125.00
SINGLE FAM 0-1499 SQ. FT SWR IMP	616-324-000-000-26-32471	0	\$2,125.00
SDC WATER IMPACT FEES			\$556.00
SINGLE FAMILY 0 - 1499 SQ. FT. A/C AREA	615-324-000-000-26-32472	0	\$556.00
TOTAL FEES PAID BY RECEIPT: PMT5615			\$2,681.00

Date Paid: Friday, February 27, 2026

Paid By: HABITAT FOR HUMANITY OF MARION COUNTY INC

Cashier: RST

Pay Method: CHECK 1327



Cash Register Receipt
City of Ocala

Receipt Number
PMT5616

DESCRIPTION	ACCOUNT	QTY	PAID
PermitTRAK			\$308.00
FIRE26-0159 Address: 438 NW 8TH AVE APN: 2840-009-004			\$308.00
RESIDENTIAL FIRE IMPACT FEES			\$308.00
SINGLE FAMILY (DETACHED) 1,500-2,499 SF FIRE IMPACT	097-324-000-000-26-32411	0	\$308.00
TOTAL FEES PAID BY RECEIPT: PMT5616			\$308.00

Date Paid: Friday, February 27, 2026

Paid By: HABITAT FOR HUMANITY OF MARION COUNTY INC

Cashier: RST

Pay Method: CHECK 1327



Cash Register Receipt
City of Ocala

Receipt Number
PMT5618

DESCRIPTION	ACCOUNT	QTY	PAID
PermitTRAK			\$4,332.00
EDUC26-0131 Address: 438 NW 8TH AVE APN: 2840-009-004			\$4,332.00
EDUCATION IMPACT FEES			\$4,332.00
EDUCATION IMPACT PROCESSING FEE	115-341-000-000-02-34199	0	\$25.00
SINGLE FAMILY DETACHED OR MOBILE HOME ON A LOT	001-220-000-000-20-22077	0	\$4,307.00
TOTAL FEES PAID BY RECEIPT: PMT5618			\$4,332.00

Date Paid: Friday, February 27, 2026

Paid By: HABITAT FOR HUMANITY OF MARION COUNTY INC

Cashier: RST

Pay Method: CHECK 1327



Cash Register Receipt
City of Ocala

Receipt Number
PMT5597

DESCRIPTION	ACCOUNT	QTY	PAID
PermitTRAK			\$759.35
BLD25-2882 Address: 438 NW 8TH AVE APN: 2840-009-004			\$759.35
2.5 % STATE SURCHARGE FEE	001-208-000-000-21-20800	0	\$16.08
BUILDING PERMITS			\$528.80
CONSTRUCTION AND REPAIRS	115-322-000-000-26-32210	0	\$350.00
FOUNDATION BLDG SQ FT FEE	112-345-000-000-02-34105	0	\$78.80
RESIDENTIAL PLAN REVIEW FOR EACH REVISION	115-341-000-000-02-34948	0	\$50.00
RESIDENTIAL PLAN REVIEW FOR EACH REVISION	115-341-000-000-02-34948	0	\$50.00
ELECTRICAL FEES			\$73.64
ELECTRIC STANDARD IMPROVEMENT	115-322-000-000-26-32222	0	\$73.64
HARV MECHANICAL FEES			\$67.19
MECHANICAL STANDARD IMPROVEMENT QTY	115-322-000-000-26-32200	1146	\$67.19
PLUMBING FEES			\$73.64
STANDARD IMPROVEMENTS	115-322-000-000-26-32200	0	\$73.64
TOTAL FEES PAID BY RECEIPT: PMT5597			\$759.35

Date Paid: Thursday, February 26, 2026

Paid By: HABITAT FOR HUMANITY OF MARION COUNTY INC

Cashier: RST

Pay Method: CHECK 1325