



Development Services

# Transportation Impact Fee CREDIT AGREEMENT APPLICATION

(Please Print or Type)

**WARNING: NO CREDIT WILL BE GIVEN TO ANY BUILDING PERMIT PAID FOR PRIOR TO THE EXECUTION OF A CREDIT AGREEMENT.**

### Application Type (check one)

\_\_\_ New Credit Agreement or \_\_\_ Amendment to Existing Agreement CA-\_\_\_\_\_

### Credit Agreement Type (check all that apply)

\_\_\_ FIA- Future Improvement Agreement  
Value \_\_\_\_\_  
City Secretary Contract Number \_\_\_\_\_  
City Project Number \_\_\_\_\_  
Credit Eligible Arterial Street: \_\_\_\_\_

----CFA 75%  
Value \_\_\_\_\_  
City Secretary Contract Number \_\_\_\_\_  
City Project Number \_\_\_\_\_  
IPRC Number \_\_\_\_\_  
Credit Eligible Arterial Street: \_\_\_\_\_

\_\_\_ ROW Dedication (20% of eligible construction cost)  
Value \_\_\_\_\_  
Square Footage of ROW \_\_\_\_\_  
Credit Eligible Arterial Street: \_\_\_\_\_

\_\_\_ CFA 25%  
Value \_\_\_\_\_  
City Secretary Contract Number \_\_\_\_\_  
City Project Number \_\_\_\_\_  
IPRC Number \_\_\_\_\_

### Site Information

Site Address/ Location: \_\_\_\_\_ Total Acreage: \_\_\_\_\_ Development Name: \_\_\_\_\_

Preliminary Plat: \_\_\_\_\_ Final Plat \_\_\_\_\_

Credit Allocation: First Come First Serve \_\_\_\_\_ OR As per submitted credit allocation map \_\_\_\_\_

### Contact Information

Contact Name: \_\_\_\_\_ Applicant Owner Name: \_\_\_\_\_

Contact Phone No.: \_\_\_\_\_ Applicant Owner Phone No.: \_\_\_\_\_

Contact Email: \_\_\_\_\_ Applicant Owner Email: \_\_\_\_\_

Contact Mailing Address: \_\_\_\_\_ Applicant Owner Address: \_\_\_\_\_

Authorized Signatory Name: \_\_\_\_\_

Authorized Signatory Title: \_\_\_\_\_

*(Attach extra sheet with names, titles, and contact information of all additional land owners/contract signatories)*



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## TRANSPORTATION IMPACT FEE CREDIT APPLICATION REQUIRED DOCUMENTS:

- Copy of executed applicable contract (CFA or FIA)
- Copy of preliminary plat, recorded final plat(s), or final short plat(s)
- Copy of recorded plat(s) with eligible arterial right-of-way dedication (length, width, and total SF of ROW to be noted and highlighted) \*
- Copy of metes and bounds for the applicable final plat(s) or final short plat(s) (.doc file only)
- Credit Allocation Map\*
- Vicinity Map (8 1/2" x 11")
- Green sheet or Bid Form for each CFA (.xlsx file only)
- Application Fee Payment of \$1,000
- Signature Authority Documentation for signatory

### City of Fort Worth Application for Transportation Impact Fee Credit Agreement Information:

#### Overview:

Transportation impact fees are assessed by local governments on new development to help fund transportation improvement projects that add additional roadway capacity as new development occurs. These projects are listed on the Master Thoroughfare Plan (MTP) and could include new roadways, adding lanes to existing roadways, and improving intersections. When developers build or finance the building of roads on this plan, they can receive credit against otherwise due transportation impact fees. This application is required to establish a "credit agreement."

**No transportation impact fee credit shall be extended for any building permits applied before the execution of the Credit Agreement.**

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#### Timeframe: **55 days\* or less from application submission to credit access.**

1. Application completeness will be determined within **21 days** of application submission.
2. Agreement draft will be presented to the applicant within **30 days** of complete application determination.  
*\* 55 days does not include the time the draft agreement is being reviewed by the applicant*
3. Agreement will be routed for signature execution within **2 days** of applicant draft approval
4. A trust account will be set up within **2 days** of the final execution of the credit agreement.

#### Credit Agreement Types:

One agreement may provide multiple sources of credit. Please check all that apply.

##### **Future Improvement Agreement Credit**

An owner of a new development who has financed a transportation improvement or facility expansion designated in the transportation improvements plan, or other transportation improvement that supplies excess capacity, as required or authorized by the city, is eligible to enter into an agreement with the city to provide for credits against transportation impact fees due for the development in accordance with § [30-181](#).

##### **Right-Of-Way Dedication Credit:**

Credits for right-of-way dedication shall be deemed created when the right-of-way dedication has been executed. Credit for right-of-way dedication will be determined by the highest of the following three calculations per square foot:

- (1) Twenty percent (20%) of the estimated construction cost in the latest transportation improvement plan.
- (2) Twenty percent (20%) of the total project cost as determined by the City's acceptance of the roadway facility.
- (3) The current Appraisal District Land Market Value per square foot for the property as listed in the most recent Appraisal District Valuation for the property. \* *If there is no*



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	<i>current appraisal district value, then the highest of the other two methods will be used.</i>
<p><b><u>Community Facilities Agreement Credit (75%)</u></b>  An owner of a new development who constructs a transportation improvement or facility expansion designated in the transportation improvements plan, or other transportation improvement that supplies excess capacity, as required or authorized by the city, is eligible to enter into an agreement with the city to provide for credits against transportation impact fees due for the development in accordance with § <a href="#">30-181</a>.</p>	<p><b><u>Community Facilities Agreement Credit (25%)</u></b>  Once the Community Facilities Agreement project has been completed and the city green sheet has been issued, the owner may apply for a credit agreement amendment to capture the final 25% of the CPA value.</p>

***To meet the 55-day or less timeframe, applicants must provide a complete application as staff cannot begin the drafting until ALL required documents are received. Please refer to the examples below. If you have any questions about the documents needed, please contact staff at [TRIF@fortworthtexas.gov](mailto:TRIF@fortworthtexas.gov).***

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## City of Fort Worth Application for Transportation Impact Fee Credit Agreement Document Examples:

*NOTE: If no map is provided, the credit will be allocated as a first-come, first-serve situation across the entire project plat.*

Credit Allocation Map\*

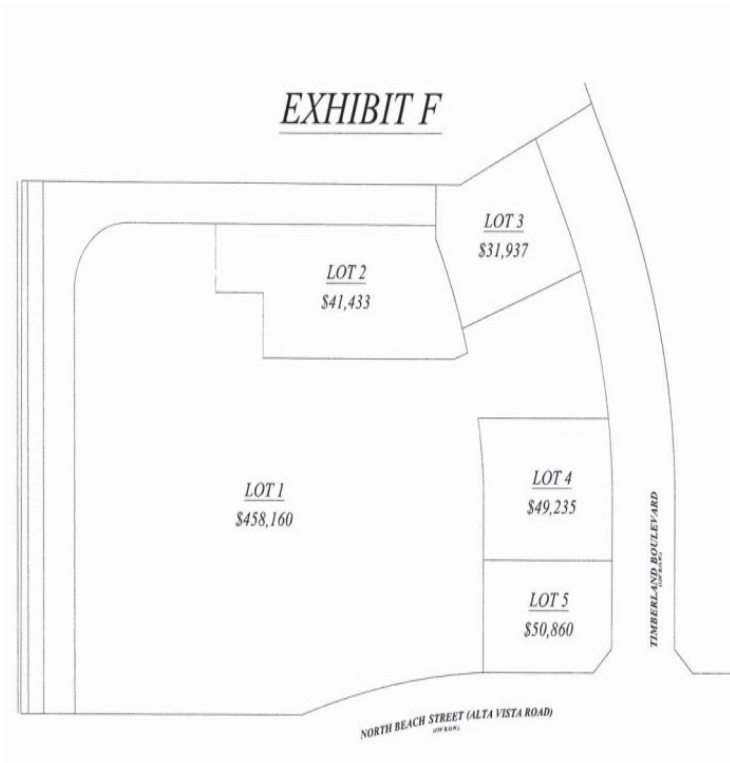


Exhibit "F" Allocation of Credits

