

# **MRA Program Application**

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## **Los Alamos County**

December 1, 2025



## **Metropolitan Redevelopment Area (MRA) Program Application Introduction**

The County of Los Alamos is pleased to offer the Metropolitan Redevelopment Area (MRA) Program for eligible projects located within the designated MRA districts: White Rock Town Center and East Downtown Los Alamos. The program is designed to catalyze reinvestment, remediate conditions of blight, and strengthen long-term economic vitality within these areas.

Only projects located within the adopted MRA district boundaries are eligible for consideration. Applicants are strongly encouraged to schedule a Pre-Application Meeting with Community Development staff to confirm zoning, permitting, and submittal requirements before submitting a formal application.

Applicants are responsible for ensuring their project aligns with the adopted MRA Plans and meets all eligibility, documentation, and evaluation requirements. Prior to completing this application, applicants should review the Los Alamos County MRA Program Handbook and the Application Checklist, which outline eligible activities, required materials, and the full review and approval process.

All County participation is performance-based and may only be issued following County Council approval and execution of a Development Agreement. Applications must be complete and include all required attachments to advance to committee evaluation.

Project work may not begin prior to formal approval by the County Council and full execution of an MRA Development Agreement. Costs or invoices incurred before the Development Agreement is approved and executed are not eligible for reimbursement. All projects must comply with current Los Alamos County Code and permitting requirements.

For questions regarding the MRA Program, or to schedule a Pre-Application Meeting focused on application and submittal requirements, contact the Economic Development Division at (505) 662-8120 or [economicdevelopment@lacnm.us](mailto:economicdevelopment@lacnm.us).

To schedule a Pre-Application Meeting to confirm zoning, land use, and permitting requirements, contact the Planning Division at (505) 662-8120 or [planning@lacnm.us](mailto:planning@lacnm.us).

To view the full MRA Plans, visit: <https://lacnm.com/LACMRAPPlans> or scan the QR Code to access the link:



**Please proceed to the MRA Application and MRA Application Packet Checklist on the following pages.**



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## MRA Application

### Applicant Information

Applicant / Business Name: \_\_\_\_\_

Primary Contact (Name & Title): \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Project Address / Location: \_\_\_\_\_

Parcel Number(s): \_\_\_\_\_

### MRA District (Select One)

☐ East Downtown Los Alamos (EDTLA)

☐ White Rock Town Center

### Project Summary

Brief Description of Project (attach additional sheets if needed):

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### Alignment with MRA Plan Priorities

Describe how the project meets the adopted MRA Plan goals. If additional detail is needed, attach a justification sheet.

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### Public Benefit & Catalytic Impact

Describe anticipated public benefits (e.g., blight remediation, infrastructure improvements, economic activity, placemaking). Attach supporting documentation if needed.

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### Financial Summary

Total Project Cost: \_\_\_\_\_

Amount of MRA Funding Requested: \_\_\_\_\_

Private Match / Investment Amount: \_\_\_\_\_

Other Funding Sources: \_\_\_\_\_

### Project Readiness & Feasibility

Project Start Date (estimated): \_\_\_\_\_

Project Completion Date (estimated): \_\_\_\_\_

Is site control established? ☐ Yes ☐ No

Has a Pre-Application Meeting been completed? ☐ Yes ☐ No

Describe project readiness (attach justification if needed):

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### Certification

By signing below, the applicant certifies that all information provided is true and accurate, that the applicant has reviewed the Los Alamos County MRA Program Handbook, and understands that no project work may begin prior to County Council approval and full execution of a Development Agreement.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please submit your complete application packet via secure email, mail, or in-person delivery to the Economic Development Division using the contact information below:**

#### Mail or Hand Delivery:

Los Alamos County  
Economic Development Division – Attn: MRA  
1000 Central Avenue, Suite 150  
Los Alamos, NM 87544

Email: [economicdevelopment@lacnm.us](mailto:economicdevelopment@lacnm.us)





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## **MRA Application Packet Checklist**

Prior to submitting the MRA Application Packet, please ensure all responses address the applicable checklist items listed below. Provide additional attachments as necessary to supplement written descriptions and responses.

### **1. Eligibility & Location Verification**

- ☐ Project is within an MRA District (EDTLA or White Rock Town Center)
- ☐ Proof of site control (deed, lease, purchase agreement, or letter of intent)

### **2. Project Documentation**

- ☐ Project Summary / Narrative describing scope, objectives, and public benefits
- ☐ Site Plan (to scale; showing structures, access, setbacks, parking, utilities)
- ☐ Business Plan with Executive Summary and Team Overview

### **3. Financial Documentation**

- ☐ Detailed Project Budget including hard/soft costs, contingencies, and funding sources
- ☐ Financial Statements (3–5 years, depending on project type)
- ☐ Evidence of financing/commitments (bank letter, investor commitment, etc.)
- ☐ Requested MRA funding amount with justification
- ☐ Tax compliance statement (good standing with local/state/federal authorities)

### **4. Readiness & Feasibility**

- ☐ Project Pro Forma / Project Schedule (including milestones and anticipated completion)
- ☐ Permitting status documentation (zoning confirmation, approvals, pre-app notes)
- ☐ Environmental, geotechnical, or traffic studies (if relevant)
- ☐ Utility demand / capacity documentation (if relevant)

### **5. Compliance & Public Benefit Documentation**

- ☐ Description of alignment with MRA Plan goals
- ☐ Description of catalytic impact and community benefits
- ☐ Blight remediation description (if applicable)
- ☐ Job creation data (full-time and part-time counts)
- ☐ Housing unit data (if applicable)
- ☐ Confirmation project does NOT displace existing tenants or reduce affordable units