

# Common Application Errors

DOCUMENT	% OF APPLICATIONS IMPACTED	ERROR(S)
AHFA DMS Authority Online Application	47	Failed to provide an alternate owner contact on Owner page
AHFA DMS Authority Online Application	28	Failed to provide Building Summary Page and/or building pages
Title Insurance Commitment	23	Legal description provided in commitment differs from legal description provided in application
Schematic Site Plan	19	Schematic either illegible or not provided
City Map	62	Site boundaries not clearly marked or missing, map is illegible, street names not marked, no map included in application
1.1 Summary: Phase I ESA	71	Discrepancy on acreage reported. No AHFA Non-scope summary included.
3.1 Site Description: Site location (latitude & longitude) and Legal Description (metes and bounds). Legal description matches application	62	Legal descriptions do not match. Indicate which legal description to use. Property comprises several parcels.
5.1-5.8 Records and Maps: Database Report: (Discuss all listed regulated facilities, other notable facilities, and orphan facilities), physical setting sources, historical sources.	85	Missing Environmental professional statement. Historical summary & data gaps paragraphs conflict w/each other. Explanation needed on Phase II ESA is recommended.
8.1-8.6 Evaluation (Findings, Opinions and Conclusions): Phase I ESA. ASTM Statements, AHFA Environmental policy, EP statement (40 CFR part 312) and signature.	38	Correction needed on report date, project name and VES missing
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