

Building Permit Date: _____
Date Application Fee (\$25) paid: _____

NO. _____

**CITY OF MINNEAPOLIS APPLICATION FOR TAX REBATE
NEIGHBORHOOD REVITALIZATION PROGRAM
(PLEASE PRINT OR TYPE)**

PART 1

OWNER'S NAME _____ DAY PHONE NO. _____
OWNER'S MAILING ADDRESS _____
PROPERTY ADDRESS _____
PARCEL IDENTIFICATION NUMBER _____
(Take Parcel ID number and legal description from your tax statement)
LEGAL DESCRIPTION OF PROPERTY _____

(Use additional sheets if necessary)

PROPERTY TYPE (CHECK ONE) [] Residential [] Commercial / Industrial
AGE OF PRINCIPAL BUILDING(S) _____
OCCUPANCY STATUS TO BE OR ACTUALLY DEMOLISHED _____

LIST OF PROPOSED IMPROVEMENTS _____

(Be specific - use additional sheets if necessary)

TOTAL COST OF IMPROVEMENTS \$ _____ [] ACTUAL [] ESTIMATED
CONSTRUCTION TO BEGIN ON _____ BUILDING PERMIT NO. _____
DATE OF COMPLETION _____ [] ACTUAL [] ESTIMATED

BY _____ DATE _____
(Property Owner's Signature)

PART 2

FOR PROPERTY OWNER'S USE ONLY

AS OF JANUARY 1 FOLLOWING COMMENCEMENT OF CONSTRUCTION THE IMPROVEMENTS ARE: [] COMPLETE [] INCOMPLETE (Check one)

BY _____ DATE _____
(Property Owner's signature)

FOR COUNTY APPRAISER'S USE ONLY

Assessed valuation before construction: Assessed valuation after construction:
Land \$ _____ Improvements \$ _____
Improvements \$ _____
Total \$ _____ Net difference (basis) \$ _____

BY _____ DATE _____
(County Appraiser's Office)

FOR COUNTY APPRAISER'S USE ONLY

THE IMPROVEMENTS MADE TO THIS PROPERTY [] DO [] DO NOT MEET THE REQUIRED INCREASE IN ASSESSED VALUATION (5% FOR RESIDENTIAL, 10% FOR COMMERCIAL / INDUSTRIAL).

BY _____ DATE _____
(County Appraiser's Office)

FOR COUNTY CLERK'S USE ONLY

AS OF _____ TAXES AND SPECIAL ASSESSMENTS ON THIS PARCEL OF PROPERTY [] ARE. [] ARE NOT DELINQUENT.

BY _____ DATE _____
(County Clerk's Office)

FOR CITY PLANNING AND DEVELOPMENT'S USE ONLY

THE ABOVE APPLICATION [] IS [] IS NOT IN CONFORMANCE WITH THE REQUIREMENTS OF THE CITY OF MINNEAPOLIS NEIGHBORHOOD REVITALIZATION PROGRAM. REASON NOT IN CONFORMANCE _____

BY _____ DATE _____
(City Planning and Development Office)

PART 3

TO BE USED WHEN CONSTRUCTION IS COMPLETE

THE IMPROVEMENTS WERE COMPLETED ON: _____

BY _____ DATE _____
(Property Owner's signature)

FOR COUNTY APPRAISER'S USE ONLY

Assessed valuation before construction:

Land \$ _____
Improvements \$ _____
Total \$ _____

Assessed valuation after construction:

Improvements \$ _____
Net difference (basis) \$ _____

BY _____ DATE _____
(County Appraiser's Office)

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THE ABOVE APPLICATION [] IS [] IS NOT IN CONFORMANCE WITH THE REQUIREMENTS OF THE CITY OF MINNEAPOLIS NEIGHBORHOOD REVITALIZATION PROGRAM. REASON NOT IN CONFORMANCE _____

BY _____ DATE _____
(City Planning and Development Office)

ELIGIBILITY REQUIREMENTS FOR A TAX REBATE

1. Construction of an improvement must have been commenced on or after September 1, 1998, the effective date of enactment of the tax rebate program. Applications must be filed, on or before September 1, 2002.
2. An application for rebate must be filed within sixty (60) days of the issuance of a building permit. In addition to the building permit fees a \$25.00 up front, non-refundable application fee will be charged to cover administration cost.
3. The minimum investment in an improvement shall be \$5000.00 for residential, commercial, and industrial property. The minimum increase in assessed value shall be 5% for residential property and 10% for commercial and industrial property as determined by the Ottawa County Appraiser following partial or total completion of the improvement.
4. Rehabilitation, alterations, additions or new construction of residential structures shall be eligible. Detached accessory structures such as garages, storage buildings, gazebos, and swimming pools are eligible if attached to a permanent foundation. Public utility and railroad uses are not eligible.
5. New commercial or industrial structures or additions to existing structures located in either industrial park shall receive an incentive according to terms negotiated with the City of Minneapolis or its assignee. Those locating outside of the industrial parks, but within properly zoned areas of the city, shall receive a 75% rebate for five years. (Except for Country Club Addition.)
6. New residential structures, improvement to existing structures, and detached accessory structures shall receive rebates of 75% for five years. (Rebate is on city and school property tax and does not include county tax.)
7. The property for which a rebate is requested shall conform with all applicable city codes and regulations in effect at the time the improvements are made and shall remain in conformance for the duration of the rebate period or the rebate may be terminated.
8. Property that is delinquent in any tax payment or special assessment shall not be eligible for a rebate until such time as all taxes and assessments have been paid.
9. Property eligible for tax incentives under any other program adopted pursuant to statutory or constitutional authority shall be eligible to submit only one application per project.

Note: Application must be filed and fee paid within 60 days of issuance of a building permit.

APPLICATION PROCEDURES FOR REVITALIZATION PROGRAM

(PLEASE READ CAREFULLY)

1. The applicant shall complete and sign Part 1 of the application and pay the \$25.00 fee to the City Clerk within sixty (60) days following issuance of the building permit. In order for the project to qualify for the rebate program, this sixty (60) day time line must be met.
2. The applicant shall certify the status of the improvement project in one of the following two ways:
 - A. Complete, and sign Part 2 of the application certifying that the project is **completed** and return to the City Clerk's office,

Or, if the project is not complete by January 1,
 - B. Complete and sign Part 2 of the application certifying that the project is **not complete** as of January 1, and return to the City Clerk's office.
 - C. If the project was not complete on January 1, Part 3 of the application must be completed and returned to the City Clerk's office upon completion of the project.
3. After January 1, the County Appraiser shall conduct an on-site inspection of the construction project and determine the new valuation of the real estate and shall complete his portion of the application and shall report the new valuation to the County Clerk by June 1. The tax record on the project shall be revised by the County Clerk's Office.
4. Upon determination by the Appraiser's office that the improvements meet the percentage test for rebate and by the County Clerk's office that the taxes and assessments on the property are not delinquent, the City's Planning Commission shall certify that the project and application does or does not meet the requirements for a tax rebate and shall notify the applicant and the City Clerk of the rebate percentage due for each year of the rebate period.
5. Upon the payment of the full real estate tax for the subject property for the initial and each succeeding tax year extending through the specified rebate period, a tax rebate shall be made to the applicant. The tax rebate shall be made within thirty (30) days following full payment and submittal of a receipt by the applicant to the City Clerk. The tax rebate shall be made from the Neighborhood Revitalization Fund established by the City of Minneapolis in conjunction with the other taxing units participating in an Interlocal Agreement. The tax increments attributable to participating taxing units shall be forwarded to the City of Minneapolis and credited to the Neighborhood Revitalization Fund. The City Clerk shall make periodic reports on the tax rebate program to the City Council and other participating taxing units.
6. The City Planning Commission shall inform the County Clerk and City Clerk thirty (30) days prior to the expiration of the final rebate period for each property receiving a tax rebate.

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PLEASE NOTE:

(1) It is important for the applicant to understand that the investment on the improvement may not match the change or increment established by the County Appraiser's Office. The increase of the property value will still be based on market value and not entirely on the cost of the improvement.

(2) If the improvement applied for is started but incomplete at the beginning of the year, the completed portion will be appraised to determine if it is qualified for the rebate in that year. In the case of a project not being completed in the same calendar year the project is started, the end of the second calendar year will be used to determine the final increment for the rebate.

Example: (New home)

construction start
25% complete

June 1, 1999

January 1, 2000 (difference between valuation base and 25% completion determined and taxed in 2000)

75% complete

January 1, 2001 (final rebate increment determined. Assumed that the project is complete if not finished within two calendar years.)

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