

City of West Fargo Renaissance Zone Project Application

Proposed Renaissance Zone projects must be submitted to and approved by West Fargo City and the State of North Dakota prior to start of construction. Please submit a project proposal that addresses the following items:

What is the legal description and street address of proposed project?

Who are the current property owners?

Contact phone number where you may be reached _____

Email address you can be reached at _____

List the name of applicant and their Tax I.D. Number or Social Security Number.

Applicant's Name: _____

Tax ID #: _____

SSN: _____

What is the current use of property?

What is the square footage of the lot and of the building – each floor should be listed separately.

Type of investment ~ Is the project being funded by a Renaissance Fund Organization? If so, describe the type and amount of financing and the name of the Renaissance Fund Organization. If the project is being financed through a loan or personal financing, please indicate so.

Describe scope of work, including a detailed cost estimate of the work to be completed.

Provide a break out of capital improvements.

Estimate the value of the building after improvements have been completed and provide the estimated state income tax and local property tax benefit you will receive each of the five years.

Describe how the project meets the zone's goals, objectives and guidelines.

Extent of the exterior renovation and/or property improvements – include site plans and building plans or renderings as attachments.

A building permit must be obtained for the work. If known at this time, please include the permit number _____ and permit date: __/__/____.

Provide documentation that the project cost meets the city's minimum criteria. Please attach copies of all cost estimates.

Are income and property taxes current? Attach a copy of a Certificate of Good Standing from the State Tax Commissioner and copies of receipts showing proof that local real estate taxes have been paid.

For residential applicants only ~ please answer the following question:

Please provide evidence that the home is the taxpayer's primary residence.

For commercial and investment applicants only ~ please answer the following questions:

What is the business name or investor’s name (trade name, doing business as)?

What is the legal name of business, if different from trade name?

What is the mailing address ~ if different from property address?

For commercial and investment applicants only (Continued)

Type of Entity ~ partnership; corporation; cooperative, limited liability partnership, limited liability corporation, sole proprietorship, subchapter S corporation.

Are you subject to a financial institution tax (NDCC § 57-35.3)?

What is the expected date of purchase, lease, completion of rehabilitation and / or historical preservation and renovation, and the exact date when it occurs? For purchase with major improvements include the expected and final purchase date, the expected date of occupancy or first rental, and the final dates when they occur.
