



## Application for Moorhead Renaissance Zone Incentives – Cover Page

Property owners or developers interested in pursuing a Renaissance Zone project should review the 2018 MRZ policy. The policy outlines the current boundaries of the program (only properties within the boundary are eligible) and also provides additional detail on minimum investment requirements and applicable program goals and objectives that must be met.

Property Owner Information
Name: _____
Address: _____
Daytime Phone: _____
Email: _____

Representation Information (if applicable)
Name: _____
Address: _____
Daytime Phone: _____
Email: _____

Location of Property <i>involved in the application decision</i>
Address: _____
Legal Description ( <i>attach separate sheet if more space is needed</i> ): _____
_____
_____

Project Description ( <i>new construction, rehabilitation, or combination with brief project summary</i> )
_____
_____
_____

Acknowledgement – <i>We hereby acknowledge that we have familiarized ourselves with the MRZ policy for the preparation of this submittal and that the foregoing information is true and complete to the best of our knowledge.</i>
_____
_____
_____

Office Use Only
Date File: _____ Staff Contact: _____

Submit Project Proposals to:  
**Moorhead Economic Development**  
403 Center Ave | PO Box 779  
Moorhead MN 56560  
economic.development@cityofmoorhead.com



# Moorhead Renaissance Zone

## APPLICATION REQUIREMENTS

1. Completion of cover sheet
2. Street address, legal description, and PIN of the proposed project. If the project involves more than one parcel, please provide relevant information for each parcel.
3. Current property owner(s).
4. Name of applicant(s), mailing address, Federal ID number or SSN, and type of entity (partnership, LLC, S-corporation, etc.)
5. Current use of property
6. Square footage of the lot and of the building (list each floor separately.)
7. Describe the impact this project has on any historical properties.
8. Type of project (new construction or rehabilitation – residential, commercial, or mixed)
9. Project description. Describe scope of work, including a detailed cost estimate of the work to be completed, and justification that the improvements will meet minimum investment thresholds. Please provide a break out of “capital improvements,” and justification that the project will meet the City’s investment guidelines. Also, describe anticipated tenant mix and the expected date of occupancy, completion, lease, or rehabilitation.
10. Describe how the project enhances the stated Renaissance Zone goals and objectives, being as specific as possible (**MRZ Policy - Section I**)
11. Describe the extent of the exterior rehabilitation (demonstrated improvement to “public” face of building) – including plans and/or renderings, if available.
12. List of public and private financial commitments (i.e. Contamination Cleanup Grant, etc.)
13. Provide evidence that the applicant is current on state and local taxes (i.e. Tax Clearance Letter from Minnesota Department of Revenue) and receipt showing proof of local taxes have been paid.

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