



2241 221st Ave. NE • East Bethel, MN 55011
Phone: (763) 367-7844 • Fax: (763) 434-9578

OFFICE USE ONLY
Date Submitted: _____
Total Fee Paid: _____
Escrow Application Submitted: _____

APPLICATION FOR TAX INCREMENT FINANCING/BUSINESS SUBSIDY PROGRAM

APPLICATION FEE: \$3,000	ESCROW: \$10,000
TYPE OF SUBSIDY REQUESTED: <input type="checkbox"/> Tax Increment Financing (TIF) <input type="checkbox"/> Tax Abatement <input type="checkbox"/> Other	

NAME OF PROJECT (if applicable): _____

PROJECT ADDRESS: _____ PRESENT ZONING: _____

LOCATION PID: ____-____-____-____-____ LOT: ____ BLOCK: ____ SUBDIVISION: _____

DESCRIPTION OF PROJECT: _____

APPLICANT INFORMATION

Business Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Contact Person: _____ Title: _____

To be listed as primary on legal documents

Telephone: _____ Email: _____

Parent Company: _____

To be listed as primary on legal documents

Address: _____

City: _____ State: _____ Zip Code: _____

Consultant Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Contact Person: _____ Title: _____

Telephone: _____ Email: _____

If including an attachment for a question, please write which attachment to refer to in the space provided, and make sure that all attachments are properly labeled.

<p>If the applicant is a corporation, please name officers, directors, or stockholders holding more than 5% of the stock of the corporation. If the corporation is not formed, provide as much information as possible concerning potential officers, directors, or stockholders:</p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
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<p>If the applicant is a general partnership, name of the general partners and if a limited partnership, state the general partners and limited partners with more than 5% interest in the limited partnership. If the partnership is not formed, provide as much information as possible concerning potential officers, directors or stockholders:</p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
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PROJECT INFORMATION

<p>If awarded, what is the intended use of funds? If possible, please provide preliminary cost estimates.</p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
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<p>Project Type:</p>	<input type="checkbox"/> Expansion <input type="checkbox"/> Startup
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<p>Will any jobs be relocated from another Minnesota site?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
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<p>If yes, which location(s) will the jobs be relocated from? <i>*Provide a statement within the attachment section as to why the project cannot be completed at its current location/facility.</i></p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
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<p>What is the company's current number of Full Time Equivalent (FTE) employees in East Bethel: <i>*Full Time Equivalent (FTE) is based on a total annual hours of 2,080.</i></p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
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<p>What is the company's current number of Full Time Equivalent (FTE) employees in Minnesota:</p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
<p>Number of new FTE jobs to be created within 2 years in East Bethel:</p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
<p>Number of new FTE jobs to be created within 5 years in East Bethel: <i>*Job number will be used to determine eligibility for scoring and for job creation commitments.</i></p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
<p>What is the hourly base wage of the lowest paid job that will be created?</p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
<p>How many jobs earning a base wage of \$14.50 or higher are anticipated to be created? <i>*City requires a minimum wage of \$14.50 exclusive of benefits (200% of Federal Minimum wage).</i></p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
<p>What is the average base wage of all the jobs created?</p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>

If property is to be subdivided, describe the planned division.

Estimated project costs: (Please enclose development Pro Formas, if available).

Land Acquisition:	\$ _____
Soil Corrections:	_____
Soil Survey:	_____
Public Improvements:	_____
Site Development:	_____
Demolition:	_____
Building(s):	_____
Shell	_____
Tenant Improvements	_____
Equipment:	_____
Architectural & Engineering Fees:	_____
Legal Fees/Other Consulting Fees:	_____
Financing Costs:	_____
SAC/WAC:	_____
Park Dedication:	_____
Survey:	_____
Appraisal:	_____
Taxes:	_____
Contingencies:	_____
Other:	_____
Other:	_____
TOTAL	\$ _____

Source of Financing

Equity:	\$ _____
Bank Financing:	_____
Tax Increment Assistance:	_____
Business Subsidy Assistance:	_____
Other governmental loans/grants:	_____
Other: _____	_____
Other: _____	_____
Cap Rate:	_____
Construction Interest:	_____
Title Insurance:	_____
Mortgage Registration:	_____
Bank/Borrower Legal:	_____
Recording/Closing:	_____
Construction Loan Fees:	_____
TOTAL	\$ _____
Terms of Financing:	_____
Rate of Financing:	_____

<p>Names and Addresses of Architect, Engineer, and General Contractor for this project:</p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
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<p>Names, addresses and telephone numbers of the applicant's legal counsel and accountant.</p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
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Project Construction Schedule:

Construction Start Date: _____
 Construction Completion Date: _____

If phased Project :

Year _____ % Completed _____
 Year _____ % Completed _____

Total Estimated Market Value of Project upon completion

<p>Projected number of new jobs created:</p>	<p>Low Range: _____ # of Employees: _____ Medium Range: _____ # of Employees: _____ High Range: _____ # of Employees: _____</p>
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<p>How many employees does the applicant currently employ?</p>	<p>Low Range: _____ # of Employees: _____ Medium Range: _____ # of Employees: _____ High Range: _____ # of Employees: _____</p>
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<p>How many employees will be retained as the result of the development at the site?</p>	<p>Low Range: _____ # of Employees: _____ Medium Range: _____ # of Employees: _____ High Range: _____ # of Employees: _____</p>
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<p>How many jobs are guaranteed to be created over the next three (3) years as a result of the development on this site?</p>	<p>Full Time: _____ Part Time: _____ Seasonal: _____ Wage categories for these employees: Low: _____ Medium: _____ High: _____</p>
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REFERENCES

Explain any previous or current requests that the applicant has with the City or other governments for business subsidy assistance. The term "applicant" includes principals or affiliates.

Has the applicant ever been in bankruptcy? If yes, please describe the circumstances.

Have any directors or officers of the applicant ever been convicted of a felony? If yes, please describe the circumstances.

Has the applicant ever defaulted on any bond or mortgage commitment?

Will any public official of the City, either directly or indirectly, benefit from the issuance of business subsidy assistance within the meaning of Minnesota Statutes, Section 412.311 or 471.87? If yes, please explain the circumstances.

TAX INCREMENT FINANCING REQUEST

Describe the amount and purpose for which Tax Increment Financing (TIF) is required:

<p>Statement of Necessity for use of Tax Increment Financing for the project.</p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
<p><u>Municipal Reference</u> (if applicable). Please name other municipalities herein the Applicant, or other corporations the Applicant has been involved with and has completed development within the last five (5) years.</p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>

The following documents must accompany the Application:

- A Project Pro Forma
- Preliminary financial commitment from bank
- Background material of company
- Personal and/or corporate financial statements, as applicable
- Statement of property ownership or control

Note: Significant additional information may be requested at any time by the City and may be in addition to the materials outlined in this application. The Applicant shall be required to submit any and all information as requested by the City.

Applicant acknowledges and agrees to pay the \$3,000 TIF Application Fee that is non-refundable.

At the time a final TIF application is submitted, the City requires a minimum deposit of \$10,000 with the City as an escrow to pay all fees and expenses incurred by the City in connection with the application or establishment of the TIF District, whether or not approved. This amount may be adjusted upward on a project-by-project basis.

The Applicant shall hold the City, its officers, consultants, attorneys, and agents harmless from any and all claims arising from or in connection with the Project or TIF Application, including but not limited to, any legal or actual violations of any State or Federal securities laws.

The Applicant recognizes and agrees that the City reserves the right to deny any application for Tax Increment Financing (TIF) at any stage of the proceedings prior to adopting the resolution approving the district, that the Applicant is not entitled to rely on any preliminary actions by the City prior to the final resolution, and that all expenditures, obligations, costs, fees, or liabilities incurred by the Applicant in connection with the Project are incurred by the Applicant at its sole risk and expense and not in reliance on any actions of the City.

The undersigned, a duly authorized representative of the Applicant, hereby certifies that the foregoing information is true, correct, and complete as of the date hereof and agrees that the Applicant shall be bound by the terms and provisions herein.

APPLICANT'S NAME

DATE

SUBMITTED BY

TITLE

EMAIL ADDRESS

TELEPHONE NUMBER

NOTICE TO THE COMPANY: DATA PRACTICES ACT

The information that you supply in your application to the City of East Bethel/East Bethel EDA ("City") will be used to assess your eligibility for financial assistance. The City will not be able to process your application without this information. The Minnesota Government Data Practices Act (Minnesota Statutes, Chapter 13) governs whether the information that you are providing to the City is public or private. If financial assistance is provided for the project, the information submitted in connection with your application will become public, except for those items protected under Minnesota Statutes, Section 13.59, Subdivision 3(b) or Section 13.591, Subdivision 2.

I have read the above statement and I agree to supply the information to the City with full knowledge of the matters contained in this notice. I certify that the information submitted in connection with the application is true and accurate.

Signature / Title

Date

Land Use Escrow Application

Property Address: _____

Owner's Name: _____ Phone: _____

Email: _____

Type of Land Use Application: _____

Person/Company paying the escrow	Person/Company receiving returned escrow (if different from the person/company paying the escrow than permission is needed)
Name: _____	Name: _____
Phone: _____	Phone: _____
Email: _____	Phone: _____
Mailing Address: _____ _____	Address: _____ _____
Amount entered into escrow: \$ _____	Email: _____

	Escrow Type	Escrow Amount
	Tax Increment Financing	\$12,000
	Preliminary Plat	\$5,000
	Major Mining Permit	\$1,500
	Admin. Subdivision, Comp Plan Amendment, Conditional Use Permit Amendment, Metes and Bounds Split, Minor Mining Permit, Planned Unit Development, Rezoning, Site Plan Review, Vacation,	\$1,000
	Final Plat	\$1,000 + \$50/Lot if new road
	Environmental Review	\$650
	Concept Plan Review, Conditional Use Permit, Grading Permit, Planned Unit Development Amendment, Zoning Text Amendment	\$500
	Interim Use Permit/Amendment, Variance	\$300

Escrow Information

Escrow is set aside for attorney, consulting, engineering, and other misc. fees. If the City of East Bethel is to acquire these fees while working on your Land Use Application, than you are authorizing the City to use this escrow to pay for those fees. The remaining escrow amount will be returned once the work has been approved by the Building and/or Community Development Director.

Escrow Payer Signature: _____ Date: _____

Community Development Staff: _____ Date: _____

East Bethel Community Development

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