

Final Draft – April 2024

2024

Development Plan



City of Minot
Community Development
Department

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I. INTRODUCTION

As if by Magic:

Changing seasons, westward expansion, and a deep coulee rising out of a meandering river valley -- they all led to Minot's prolific early growth. In the fall of 1886, winter forced construction of the Great Northern Railroad to stop for the season. Their location was a few miles short of a yet-to-be-constructed bridge project over the Gasman Coulee. The end of the line quickly transformed into a logistics and support center for the next year's construction push, and just like that -- as if by magic -- Minot was born.

A Growing Opportunity:

The changes from dirt streets and boardwalks to modern infrastructure and a rising skyline mark Minot's progression from its early years to the middle of the 20th Century. While not immune to the larger economic cycles, Minot's growth in both place and prosperity through this period was the byproduct of new opportunity and the hard work of those realizing it.

The Seasons of Change:

When it started, if it ended, and what caused it are common conversations, but there's no arguing a period of Minot's more recent history is marked by harder times. Interstate highways changed shipping logistics and operations; the railroads followed suit and much of their local operations left Minot's core commercial and industrial district. Auto-centric development patterns and unacknowledged costs made outward investment more attractive than upward. Hard decades for farming didn't help. More recently, many point to the ever-present problem of losing talent and experience to places of better opportunity. Certainly, there are other factors, too, but there's no denying Minot's arc changed dramatically in the second half of its first century.

Shaped by Water:

And of course, there's the river. It's impossible to talk about Minot without framing it around water and the Souris River. The unpredictably irregular rise of the river and the seemingly never-ending efforts to hold it back mark the stories and development of every Minot generation. But even with the memory of our most recent and significant community trauma still fresh, we're working to reimagine our relationship with our river in more positive terms.

The Place:

The City of Minot is the Ward County seat and the fourth largest community in North Dakota. Minot was founded in 1887 as a stop along the Great Northern Railway and early on garnered the nickname "Magic City" due to its rapid growth. The City of Minot today serves as a regional trade center for northwest North Dakota, areas of eastern Montana and some communities in the Canadian Provinces of Manitoba and Saskatchewan.

The City of Minot is served by three US highways, two major freight railroads, passenger rail, bus lines, the largest commercial airport in North Dakota and several smaller freight and charter services. In addition, Minot serves as an agricultural and fossil fuels hub and is home to Minot Air Force Base. The City of Minot is approximately 27.741 square miles in size and according to City-data.com had a population of [48,377](#)^{47,997} in [the 2020 2019 census](#), which is up from the 2010 figure of 40,888. Minot's current population allows for up to 42 blocks within our Renaissance Zone.



II. DESCRIPTION OF THE PROPOSED RENAISSANCE ZONE

1. *Provide a map that identifies the boundaries of the proposed zone and provide a narrative explaining why this area was selected. Include a discussion of the conditions to be rectified. Also, number the blocks up to 42; identify vacant lots and/or undeveloped lots proposed to be included; and identify and describe each government tax exempt building if half blocks are to be claimed.*

The Proposed Renaissance Zone consists of the following phases:

- Phase I (2001): Twenty-three (23) blocks (six qualifying as half blocks) generally located in the old downtown commercial and residential area of Minot.
- Phase II (2006): Seven (7) blocks located in areas north and south of the original zone.
- Phase III (2010): Six (6) blocks (two qualifying as half blocks), which include a three block island north of the original zone and an area west of the original zone and two deleted blocks known as #12 & #13.
- Phase IV (2014): Two (2) blocks, one to the north of the downtown district along 3rd St SE, and south of the downtown district, at the corner of Main St and 2nd Ave SE.
- Phase V (2015): Two (2) blocks located north and south of Burdick Expressway West.
- Phase VI (2020): Seventeen (17) blocks (1 qualifying as a half block) generally located along the north side of 4th Ave, both sides of 3rd St NE, the east side of Broadway, and blocks on both sides of Burdick west of Main Street.
- Phase VII (2024): Two (2) blocks located along the west side of North Broadway. This phase constitutes a first island. This plan supports the development of up to two islands.

A total of ~~197~~ blocks (1A, 1B, 2B, ~~2C~~, 3A, 4B, 5B, 6B, 12, 13, 15, 18, 19, 20, 21, 22, 23, ~~& 24~~ & ~~40C~~) have been declared complete and have been removed from the official Minot Renaissance Zone map. The City has an official count of ~~4240.5~~ blocks designated in the Renaissance Zone as of 202~~40~~. A ~~total of 1.5 blocks are not designated~~. This number can increase as our population grows or whenever the City declares a block complete and removes it from the official map.

The purpose for selecting these blocks is to revitalize the once bustling economic and social activity center of the city, which had generally been deteriorating since commercial relocation began over ~~fifty~~ ~~thirty~~ years ago, and the North Broadway corridor. Much of the area consists of older housing, commercial buildings and some industrial uses. Although, there are still housing that need exterior improvements, there is evidence of new housing construction and investment. There are also indications of investment in retail and office buildings. With the advent of streetscape improvements and new streets within much of the downtown area, more investment in terms of cosmetic exterior façade improvements would help to complete the revitalization of the area. The flood of 2011 affected many of the properties within the Renaissance Zone and for this reason, the Board is looking to the future making revisions.

A description of each government tax-exempt building for the half blocks claimed is included with the attached inventory of properties. The City Council approved the original Renaissance Zone on February 5, 2001. Subsequent hearings to accept new blocks were held on November 6, 2006 and April 12, 2010. The City Council approved these changes to the Renaissance Zone on November 6, 2006 and May 3, 2010.

Meetings were held to make adjustments to the original blocks on January 29, 2014. New blocks were assigned on May 27th, 2015. The previous limit of 23 blocks was raised to 34 blocks due to an increase in population. In September 2015, seven (7) blocks were added and six (6) were relocated. In December 2015, two (2) more blocks were placed and 11 held in reserve. On May 6, 2019, the Minot City Council voted to remove fourteen (14) completed blocks from the zone. On September 7, 2020, the Minot City Council approved adding seventeen (17) blocks to the Minot Renaissance Zone.

On November 7, 2021, the City Council approved a five-year extension of the Renaissance zone along with the addition of 1.5 blocks along North Broadway. On _____, 2024, the Minot City Council approved a _____ year extension to the zone along with the annexation of two additional blocks along North Broadway.

2. *Provide a complete inventory of the properties, by address and block number, within the zone and identify those properties the city intends to consider for projects. Include a description of the current use or status and condition of the potential project properties.*

There are a total of 477 eligible properties within the Minot Renaissance Zone. A complete inventory of properties indicating condition is attached. Initial properties, for example, identified for development or redevelopment include the following:

- Planet Pizza/Bar on Top located at 220 Broadway South in Block 12:
 - Assessed: in 2002 at \$234,800; in 2024 ~~at \$1,710,000~~ 548,000
- Mixed Use Building (Office/Residential) located at 7 3rd St SE in Block 16:
 - Assessed: in 2002 at \$43,000; in 2024 ~~at \$2,449,000~~ 1,871,000
- Main Street Books (Retail) located at 16 Main Street S. in Block 5:
 - Assessed in 2006 at \$87,800; in 2024 at \$162,000.
- Mixed Use Building (Commercial/Residential) located at 23 2nd Ave. SE in Block 10:
 - Assessed in 2008 at \$56,600; in 2024 at \$375,000
- Starving Rooster Mixed Use Building (Restaurant/Residential) located at 30 1st St. NE in Block 3:
 - Assessed in 2013 at \$140,100; in 2024 ~~at \$1,619,000~~ 349,000

The proposed development or redevelopment of properties within the Renaissance Zone consisted of, or will consist of, property improvements and rehabilitation, associated with commercial or residential redevelopments. The development or redevelopment of these properties, which include apartment buildings, retail, and office, will consist of rehabilitation and improvements in an effort to increase the overall value and appearance of the area.

3. *Provide a list of the natural and historical assets/sites in the zone, the location of each, and a description of how they will fit into and be enhanced by the zone.*

A historical resource assessment of properties located within the Minot Original Town site was conducted circa 1985 and is attached as part of this Development Plan. The majority of the proposed zone lies within the original town site of the City of Minot and subsequently contains many older buildings with unique construction and design characteristics. Much of the area lends itself to redevelopment as it relates to the historical characteristics contained therein. It is the intent of the City of Minot to preserve those historical characteristics to the best of its ability. Where applicable and practical, the City of Minot, in cooperation with respective developers, may consult with the State Historical Society of North Dakota, the Ward County Historical Society and/or area architects for guidance in preserving the historical assets within the proposed zone.

4. *Provide a description of any local regulatory burdens that may affect renovation of historic properties and the incorporation of mixed-use development, and how these burdens will be eased for developers and investors.*

The local regulatory burden which may affect renovation of historic properties and the incorporation of mixed-use development is zoning. A new downtown zoning district has been adopted that will invite more innovation and mixed uses and further changes are being contemplated. It will encourage renovation that is consistent with architectural preservation where practicable. Another potential burden will be the advent of new flood maps in 2025~~2018~~ which may contain the downtown area within 100-500 year flood areas, but will also be mitigated by flood control improvements.



III. MANAGEMENT OF THE RENAISSANCE ZONE

1. *Describe how the jurisdiction will administer all zone activities, to include a description of the promotion, development and management strategies to maximize investment in the zone; how it will monitor all activities and projects; and how it will gather and maintain all reportable information.*

The City of Minot will administer all zone activities through the City's City Manager Department and Community Development Department. Both~~The Community Development Department~~s will conduct a visual survey periodically to monitor the physical conditions of buildings within the Zone and will work with the local Downtown Business Association to survey customers about their perception of the businesses located within the Zone. The Economic Development Administrator~~r~~ under the general supervision of the City Manager and Community and Economic Development Director, administers the day-to-day activities of the zone.

Individual files will be kept for each project/activity taking place in the zone and will include, but not limited to: applicant information; project proposals and costs; financial assistance provided; tax incentives, exemptions and credits requested and/or received; and an analysis of potential impact on state and local taxes.

The City of Minot Economic Development Administrator~~Community Development Department~~ will be responsible for:

- Verification of primary residence through auto licensing and utility bills such as Cable TV, and notification of application to County tax department (including the property tax abatement period) by letter after final approval.
- Collecting a copy of the city council minutes to document project approval.
- Maintaining the physical and digital records for the program.
- Providing annual reporting and other requirements to North Dakota Department of Commerce.
- Website development and mailing activities to market and promote the program.

Information dissemination, application and eligibility determination will be the responsibility of the Economic Development Administrator~~Community Development Department~~. The Administrator~~Community Development Department~~ will market the Zone through its website, the Downtown Business Association, the Minot Area Chamber EDC, and through the city's Public Information Officer. Promotional, development and management strategies to maximize investment in the zone will include the following:

- Direct mailings to owners of property in the zone.
- Direct mailings to the Minot Area Board of Realtors.
- Direct mailings to the Minot Area Builders Association.
- Public Information Notices in the City's official newspaper.

- Posting on the City's [social media sites](#)[Facebook Page](#).
- Weekly City updates ([Newsletters](#)[Radio/internet show](#)).

The City of Minot contracts with Minot Area Chamber EDC (MACEDC) to market the region for business and economic growth. An approved Renaissance Zone will provide MACEDC with additional incentives to offer businesses expanding or relocating in the Zone.

A Renaissance Zone Review Board is instituted to develop and review all applications and/or proposals. The Board shall be composed of eleven (11) members nominated by the Mayor and appointed by the Minot City Council for a term of three (3) years. Board appointments shall be selected from the following areas of interest:

- Three at-large representatives from the private sector.
- Two representatives from the financial sector.
- One representative from the Minot Housing Authority.
- One representative from the Minot Area Council of the Arts.
- One representative from the Minot Board of Realtors.
- One representative from the Downtown Business & Professional Association.
- One representative from the Minot Association of Builders.
- One representative from the Minot Area Chamber EDC.

The Renaissance Zone Review Board will review all applications and provide a recommendation to the Minot City Council for final authorization. The Renaissance Zone Review Board will set regularly scheduled meetings, which will be open to the public. City staff shall post meeting agendas in accordance with the City's public notification policies.

2. *Describe what measures the city will take to assure that it does not actively recruit businesses for its zone from other North Dakota cities.*

While promotion, development and recruiting efforts will include many strategies yet to be determined, they will not actively recruit businesses for the approved zone from other North Dakota cities. In an effort to provide some level of assurance this does not occur, the [Economic Development Administrator](#)[Community Development Department](#) will be responsible for the completion of a review of each application for zone incentives, including due diligence, to determine project feasibility and, where applicable, a historical overview of a particular business. The Renaissance Zone Review Board and the Minot City Council will adopt a policy that will not include active recruitment of businesses to be located in the zone from other North Dakota cities.

3. *Describe how the jurisdiction will assure that all construction, renovation, and remodeling will comply with the State Building Code, Energy Code, and ADAAG.*

The City of Minot will assure that all construction, renovation and remodeling projects receiving zone incentives will comply with the State and Locally Adopted Building Codes, State Energy Code, and the

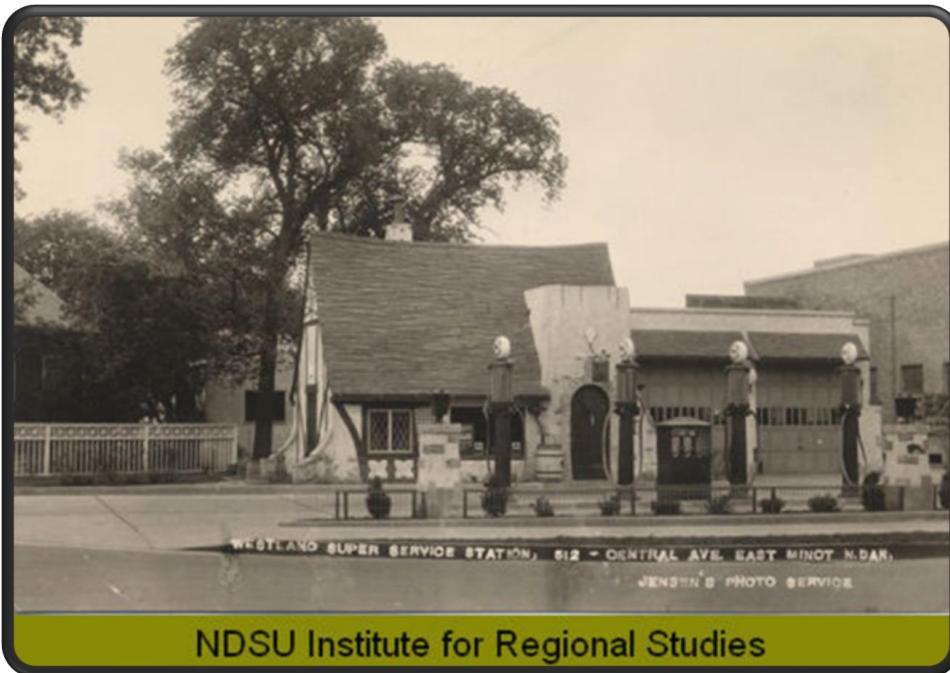
Americans with Disabilities Act Accessibility Guidelines (ADAAG) through their existing building permitting and inspection office. Construction, renovation and remodeling projects receiving zone assistance will, where applicable, require a certification from the project architect that construction, renovation and/or remodeling taking place will conform to ADAAG.

4. *Describe how the jurisdiction will assure that approved projects don't involve the restructuring of ownership of existing zone buildings, simply to make a taxpayer eligible for tax exemptions and/or credits, without real benefit to the jurisdiction.*

The City of Minot makes this assurance through its review and due diligence process outlined. The [Economic Development Administrator Planning Department](#) will offer a critical review of each application to the Renaissance Zone Review Board, who then has the opportunity to research project benefits to the City. Recommendations for approval of Zone projects will then be forwarded to the City Council, where again Council members will have the opportunity to research project benefits to the City. All Renaissance Zone Review Board and City Council meetings are open to the public for project review and public comment. It is not the intent of the City of Minot to generously offer Zone incentives without comparable return on investment from proposed projects.

Project Completion of Blocks 18, 19, 20, 21, 22, and 23:

Due to the proposed flood wall and buyout of properties within blocks 18-23, these blocks are deemed complete. It is the intent that the transfer of these blocks will promote development and redevelopment of other adjacent blocks to increase the overall value and appearance of the area.



IV. VISION, GOALS AND OBJECTIVES OF THE ZONE

1. Describe the jurisdiction's vision, goals and objectives, and proposed outcomes for the zone. Describe the relationship of the goals and objectives to the current overall plans for the jurisdiction. Attach a copy of the jurisdiction's comprehensive plan or strategic plan:

The vision, goals and objectives established in this Plan are consistent with the City of Minot Comprehensive Plan, last updated in 20~~2312~~. Chapter ~~86~~ of the 20~~4012~~ Comprehensive Plan lists the goals and objectives for ~~economic development~~~~the Central Business District (CBD)~~, ~~which encompasses a majority of the Renaissance Zone~~ and are consistent with the goals below.

Vision:

The City of Minot's vision for the Zone is that of a transformed district where utilization of commercial, residential and ~~light~~ industrial resources are maximized while maintaining the historic attractiveness of the area and quality of life attributes of the entire City.

Goal and Objectives:

The City of Minot's goal for this Plan is to develop and structure a Renaissance Zone that will:

- i. Facilitate development, redevelopment and rehabilitation of the area.
 - a. Refine provisions for parking for current and future businesses, employees and visitors by assessing the demand and supply of all parking spaces downtown by the end of 20~~26~~²³.
 - b. Encourage all building owners in the Zone to maintain their buildings in a suitable manner bringing a majority of buildings into code compliance by the end of 20~~29~~²⁵ as part of a purposeful incentive program for rehabilitation.
 - c. Encourage the preservation and if necessary, the restoration of at least 10 historic buildings in the CBD by 20~~29~~²⁵.
 - d. Offer financial incentives, various tax exemptions and credits to at least ~~15~~²⁰ establishments in order to enhance desirable economic, residential and recreational opportunities through capital investment within the Zone by the end of 20~~29~~²³.
- ii. Encourage mixed use development.
 - a. Encourage a mix of office, retail, services, government and residential uses in the Renaissance Zone through innovative zoning districts by the end of 20~~29~~²⁵.
- iii. Promote the return of economic vitality to the area.
 - a. Develop a program that will result in ~~5~~¹⁰ new businesses locating in the CBD by the end of 20~~29~~²³.

- iv. Create a thriving city center that will become a commercial, residential and recreational destination for residents and visitors to the City.
 - a. ~~Identify one or two alternative areas for a downtown public gathering space by the end of 2023.~~
 - ab. Integrate findings of the Riverfront and Center Plan, the downtown Brownfields Plan, downtown Placemaking Plan, and the Minot 2040 Comprehensive Plan into a cohesive strategy for downtown by 204022.

2. *Describe the intended duration of the Zone and describe why that amount of time is needed.*

The City of Minot believes that, due to the extensive capital investment necessary to transform the area combined with the stigma of the area by business and residential interests, ~~fifteen~~~~thirty~~ years may be necessary to achieve the City's vision for the area. A complete replacement of downtown's century old in-ground infrastructure took three years and was only completed in 2017. ~~More time will be needed due to the property damage caused by the 2011 flood.~~

3. *Describe the milestones and benchmarks for managing and monitoring the progress of the zone.*

The City of Minot plans to track activity and progress through building permits issued and their improvement value, the number of projects approved and value of assistance/incentives granted, and the property values of the area. Other outputs include the number of parking spaces supplied, the number of new businesses, the number of customers whose perception of the downtown is good to very good, the number of historic buildings preserved, the number of mixed uses in the downtown, and sales increases exceeding increases in taxes paid in the CBD. Ultimately, the property value assessment may prove to be the best outcome indicator regarding zone progress.

Additionally, planned development/redevelopment of single-family homes and the river corridor area should consist of at least ~~five~~~~five~~ approved or pending projects by year 2025.

Thereafter, the City aims to approve projects at an average rate of two or three~~four~~ per year.

It is the City's goal that the value of property in the zone will increase at a rate greater than that of the City as a whole and the City will, if practical, periodically conduct an assessment of the zone to determine growth of property values.

4. *Support Multigenerational Value.*

The end products of renovation should support ~~L~~ongevity & ~~R~~esuse. Many Renaissance Zone buildings and properties stretch far back into Minot's history. Their structural sturdiness and repurposable design are key elements of their multigenerational usefulness. Extending the useful life of a property and developing buildings and land with the purpose of being repurposable are outcomes that increase ROI to taxpayers.

5. *Act with Transparency & Instill Trust.*

The goals and objectives of the program are more likely to be achieved through the continued influence of program incentives on project development. As such, ongoing support for the program both locally and at the state level are essential to success.

V. SELECTION OF NON-RESIDENTIAL PROJECTS IN THE ZONE

For properties other than single-family primary residences, describe the selection process and criteria the jurisdiction will use to select projects within the zone to qualify for tax exemptions and credits, and describe how the process and criteria support the jurisdiction's goals and objectives for the zone.
eligibility screening.

1. Eligibility criteria for all potential projects are established as follows:

- a. Consistency with the Renaissance Zone Development Plan.
- b. Consistency with the City of Minot 2040 Comprehensive Plan.
- c. Conformance with applicable City Ordinances.
- d. Properti~~ies~~ may not have been the beneficiary of a previous zone project for the same purpose.
- e. Not for Non-Conforming Uses. When zoning uses are changed, some uses may not be permitted by right except that they may be "grandfathered" in. Since the city's intent is to eliminate that use, no expansion or improvement to that use is warranted, therefore no Renaissance Zone incentive shall be offered for a non-conforming use.
- f. Purchases, leases or improvements may not be made prior to application approval.

2. Additional eligibility criteria for commercial rehabilitation:

- a. Rehabilitation of property must be at least fifty percent of the current true and full value to be eligible for a five year property tax exemption. Rehabilitation of property at a rate greater than 150% of the current true and full value is eligible for an eight (8) year property tax exemption. At least eighty percent of the investment made must consist of capital improvements such as structural, weatherization, electrical, plumbing, heating, ventilation, central air conditioning system improvements and exterior improvements to cornices, roof gables, window sills, awnings, entryways, removal of non-historic materials, exterior painting, brick masonry cleaning and the reduction of incompatible signage. Capital improvements do not include cosmetic repairs such as floor coverings, furnishings, and interior painting or cabinetry improvements/replacement. See Rehabilitation Criteria for Commercial Property on page 25 and Renaissance Renovation/Purchasing on page 27.
- b. It is the intent of the City of Minot to encourage historic preservation and high-quality development. Preserving the fenestration (door and window openings) of the original architecture is one step that a property owner can take for their existing historic or contributing building to blend harmoniously with other structures in downtown. Therefore, when an

applicant is replacing windows and doors, the original window and door openings shall be preserved and appropriately styled and sized replacements shall be installed. This requirement may not apply where there is a functional issue such as an entrance or access. Masonry shall be properly maintained and the introduction of materials inappropriate to the period, such as vinyl siding, is discouraged in areas visible from the street. Like-for-like in appearance such as aluminum clad windows or cellular PVC for wood may be considered. Boarded windows and door openings visible from the street are inappropriate.

- c. An applicant's time and labor (sweat equity) towards a Renaissance Zone project is not an eligible expense.

3.—Additional eligibility criteria for new commercial construction:

- a. An applicant's time and labor (sweat equity) towards a Renaissance Zone project is not an eligible expense.

4. Additional eligibility criteria for newly purchased buildings:

- a. See Tax Exemption Chart in Appendix A of Renaissance Zone Application Packet.

Level of Re-investment* as a Percentage of the City's Assessed Building Value	Percentage of Property Tax Exemption
Less than 10%	0%
10% to 24%	40%
25% to 34%	60%
35% to 49%	80%
50% and More**	100%

*Includes ONLY capital improvements cost, not the purchase of the property and must adhere to the criteria listed on [page 25](#)

**Projects meeting or exceeding the 50% re-investment level required for commercial investment rehabilitation project will be classified as a purchase with major improvements project and will be eligible for the same incentives as a rehabilitation project as stated on [page 26](#).

5. Additional eligibility criteria for commercial leases:

- a. Proposed lease must not be executed prior to application approval.

6. Property Tax Exemptions for Approved Projects:

- a. Property tax exemptions may be granted up to 100% of the current true and full value, excluding land, to any property for a business or investment purpose.
- b. Property tax exemptions may be granted up to 100% of the value of newly constructed buildings, less the value of any buildings on the same site demolished after Zone approval.
- c. All property tax exemptions may be granted for a period up to ~~five~~eight (8) years and are exclusive of the land on which buildings are situated.

7. Renaissance Zone Board and City Council Review

~~a.~~ If the proposal is determined to be eligible, it will be presented at the next regularly scheduled Renaissance Zone Review Board meeting. The Board will further review the application using the following criteria:

~~b.~~ Historic significance and aesthetic value of the existing building (or building to be constructed) and the extent to which necessary exterior and surrounding grounds improvements are made to eliminate visibly deteriorated conditions.

~~h.~~

~~b.~~ The Board, at its option, may ~~recommend denial of~~ the application as submitted, request additional information, ~~recommend approve~~ the application, or ~~recommend approve~~ the application with conditions and forward its recommendation to the Minot City Council. The Minot City Council, at its option, may deny the application as submitted, send the application back to the Renaissance Zone Review Board for additional information or approve the application with or without conditions. Upon approval of an application by the City Council, the application will be forwarded to the North Dakota Commerce Department Division of Community Services for final consideration.

~~c.~~ The Board and City Council reserve the right to reject any project in which the benefit to the applicant outweighs its benefit to the community goals of extending the life of the building and improving its usability and livability. Substantial renovations are favored over minimal or cosmetic repairs.

~~d.~~ Ineligible project proposals include the following:

- i. Proposals determined non-compatible with the City's Comprehensive Plan.
- ii. Businesses whose primary income is derived from selling adult entertainment.
- iii. Businesses whose primary income is derived from leasing space for storage or warehousing.
- iv. Uses that are non-conforming with current zoning even if "grandfathered" in.

7.8. State Income Tax Exemptions for Approved Commercial Projects:

- a.** There are two elements to program benefits.— One is a local property tax exemption that is administered directly by the City of Minot under the supervision of the North Dakota Commerce Department’s Division of Community Services grants zone status and provides general administration of the zones.— The other is a state income tax credit.— The latter is administered by the North Dakota Office of State Tax Commissioner.
- b.** Projects that may be eligible for state income tax credits include:
 - i. Commercial properties including multifamily residential.
 - ii. Historic preservation.
- c.** All commercial projects may exempt 100% of their income (only income derived from the physical location in the RZ) up to \$500,000 annually for each of the 5 years. Applicants may refer to the Renaissance Zone Tax Incentives Guidelines issued by the department.

8.9. Deadline for Completion of Commercial and Residential Work:

- a.** Recognizing that the program is intended to incentivize an applicant to promptly complete work and that work in process may be unsightly, all applicants have three years from the date of approval of their application to complete qualified work.
- b.** A single extension of up to one-year each may be requested in writing from the Renaissance Zone Review Board for sufficient reason such as loss of a tenant, medical hardship, damage to the property by uncontrollable event, etc. along with a reasonable work schedule for completion prior to expiration of the application’s approval. A second and final one-year extension may be requested in writing from the City Council prior to expiration of the first extension. The work will be considered complete when a full (not temporary) Certificate of Occupancy is issued or it is established that an unoccupied space has HVAC, access, rough plumbing, etc. and is prepared to go to final fit out for a tenant.

— Appeals

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VI. SELECTION OF RESIDENTIAL PROJECTS IN THE ZONE

1. — For purchases and rehabilitation of single-family homes, the selection process needs to describe how potential homeowners will be identified and how the zone authority will verify primary residence. Homeowners and potential homeowners located within the zone will be notified by the Community Development Department as such and available incentives, credits and exemptions that are available. Primary residence determination will be concluded according to

North Dakota State Law as contained in the North Dakota Century Code. In order to verify primary residence, the City may review and/or request the following:

- City utility billings.
- Federal and State income tax returns.
-
-
-
-

1. Eligibility criteria for all potential projects are established as follows:

- a. Consistency with the Renaissance Zone Development Plan.
a.
- b. Consistency with the City of Minot 2040 Comprehensive Plan and applicable City Ordinances.
- c. Property owner must maintain the property as his/her primary place of residence.
- d. Property must be zoned according to its actual use.
- e. Taxpayer may not have been the beneficiary of a previous zone project for the same purpose.
- f. Purchases, leases or improvements may not be made prior to application approval.

2. Additional eligibility criteria for residential rehabilitation:

- a. Rehabilitation of property must be at least twenty percent of the current true and full value of the building for residential use. At least eighty percent of the investment made must consist of capital improvements such as structural, weatherization, electrical, plumbing, heating, ventilation, central air conditioning system improvements, exterior improvements to cornices, roof gables, window sills, doors, porches, stairwells, dormers, removal of non-historic materials and exterior painting. See Rehabilitation Criteria for Residential Property on page 26 and Renaissance Renovation/Purchasing on page 27.
a.
- b. Not more than twenty percent of the total investment may consist of capital improvements to detached outbuildings.
- An applicant's time and labor (sweat equity) towards a Renaissance Zone project is not an eligible expense.

3.

- a. An applicant's time and labor (sweat equity) towards a Renaissance Zone project is not an eligible expense.

4. Property tax exemptions for approved projects:

- v.—Property tax exemptions may be granted up to 100% of the current true and full value, excluding land, to any property for a business or investment purpose.
 - vi.
- vii.—Property tax exemptions may be granted up to 100% of the value of newly constructed buildings, less the value of any buildings on the same site demolished after Zone approval.
- c.—All property tax exemptions are granted for a period up to five years and are exclusive of the land on which buildings are situated.
 - viii.
- ix.d.—If residential property is not to be used as the applicant's primary residence, the 50% commercial requirement for rehabilitation is required.

5. Renaissance Zone Board and City Council Approval:

- a.—If the proposal is determined to be eligible, it will be presented at the next regularly scheduled Renaissance Zone Review Board meeting. The Board will further review the application using the following criteria:
 - i.—Historic significance and aesthetic value of the existing residence (or residence to be constructed) and the extent to which the visible exterior and surrounding grounds are improved.
 - ii.—The exterior of the property must, at a minimum, have all deteriorated conditions removed and replaced with appropriate materials and architectural features that match existing style.
 - iii.—The extent to which the life expectancy of the residence is extended. Life expectancy of the residence should reasonably be expected to be increased by thirtytwenty years or more as a result of the improvements made.
- b.—The Board, at its option, may recommend denial of the application as submitted, request additional information, recommend approve the application, or approve the application with conditions and forward its recommendation to the Minot City Council. The Minot City Council, at its option, may deny the application as submitted, send the application back to the Renaissance Zone Review Board for additional information or approve the application. Upon approval of an application by the City Council, the application will be forwarded to the North Dakota Division of Community Services for final consideration.
- c.—The Board and City Council reserve the right to reject any project in which the benefit to the applicant outweighs its benefit to the community goals of extending the life of the building and improving its usability and livability. Substantial renovations are favored over minimal or cosmetic repairs.
- d.—Ineligible project proposals include the following:
 - i.—Proposed determined non-compatible with the City's Comprehensive Plan.
 - ii.—Businesses whose primary income is derived from selling adult entertainment.

- iii. Businesses whose primary income is derived from leasing space for storage or warehousing.
- iv. Uses that are non-conforming with current zoning even if “grandfathered” in.

VIII. LOCAL COMMENT

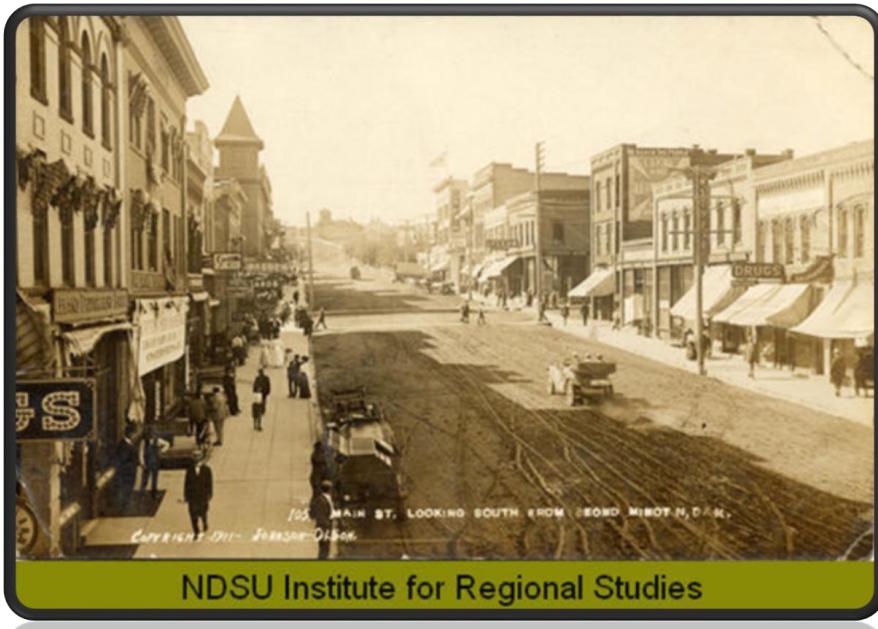
1. *Provide the results of at least one legal public hearing. If more than one public hearing is held, provide the results of each. Identify how many people attended the hearing.*
TBD
2. *Describe issues raised at the public hearing and how the jurisdiction handled them.*
TBD
3. *Describe the efforts to involve the public and results.*
TBD
4. *Provide evidence of community support and commitment from residential and business interests.*
TBD
5. *Provide a resolution from the city agreeing to provide the tax exemptions and credits provided for in HB 1492 in Sections 4, 5, 6, and 7.*

See attached Resolution.

VIIIIX. CREDITS, EXEMPTIONS AND BENEFITS EXTENDED TO APPROVED PROJECTS

Approved projects will be extended all income and financial institution tax incentives available under the North Dakota Renaissance Zone Act. Additionally, the following local incentives will be made available:

- Property tax exemptions may be granted up to 100% on the value added to any primary residential or commercial property.
- Property tax exemptions may be granted up to 100% of the value of newly constructed primary residential or commercial property, less the value of any buildings on the same site demolished after Zone approval.
- All property tax exemptions may be granted for a period up to five years and are exclusive of the land upon which buildings are situated.



Property Inventory and Current Use

Commented [BB1]: GIS staff is updating this section.

The proposed Renaissance Zone for the City of Minot was previously constrained to the West by 3rd St. SW, to the north by the Railroad line, to the South by 3rd Avenue and to the East by 8th St. NE. With the 2020 expansion, the Zone now exists of 477 properties and is physically constrained as follows:

- North Boundary: University Avenue-24th Avenue NW
- South Boundary 7th Avenue SE
- East Boundary 8th Street NE
- West Boundary 5th Street SW

The 477 properties are divided into nine (9) zoning categories:

M1 (Light Industrial)	41 properties zoned accordingly, seven of which are single-family homes. Principal use is for heavy commercial establishments and non-nuisance industries.
M2 (Heavy Industrial)	15 properties zoned accordingly. Principal use is for heavy commercial and industrial establishments, which may create some nuisance and are neither properly associated with nor compatible with residential, institutional and neighborhood commercial and service establishments. There are several vacant industrial buildings in the Zone.
R1 (Single Family Residential)	14 properties zoned accordingly. Principal use is for single-family dwellings and related residential neighborhood uses.
R2 (Two-Family)	19 properties zoned accordingly. Principal use is for two-family dwellings and related residential neighborhood uses.
RM (Med. Density Residential)	143 properties zoned accordingly, thirty of which are single-family homes. Principal use is for multi-family dwelling and similar high-density residential development.
C1 (Limited Commercial)	30 properties zoned accordingly. Principal use is for commercial and service uses to serve residential districts.
C2 (General Commercial)	45 properties zoned accordingly. Principal use is established as a heavy commercial district located in close proximity to major thoroughfares or highways in order that highway service types of land use can be provided and is designed to furnish a wide range of retail services and goods.

CBD (Central Business District) 170 properties zoned accordingly. Principal use is for commercial and service uses.

P (Public) Zero (0) properties zoned accordingly. Principal use is to retain and provide land areas owned by the local government for public use.

Current Land Use:

Of the 477 properties located within the Renaissance Zone, 176 of them are for residential use, such as single-family and multi-family, including multiplex living and apartments.

The Zone contains 35 vacant parcels most of which are located in industrial and residential areas. Some of the structures have been razed and those with structures are unoccupied.

There are ~~six~~^{five} (65) active blocks and three (3) completed blocks containing Government buildings, subsequently counting as half blocks in the proposed Zone, some of which are completed:

Block 5: The block is entirely zoned CBD and contains the Central Parking Garage, which is owned and maintained by the City of Minot.

Block 8: The block is completely zoned CBD with properties consisting of Rehab Services on the West side, law offices and the US Federal Building on the East side.

Block 11: The block is completely zoned CBD and comprises parking with a combination of business uses, the Mouse River Players Theater and the Carnegie Center, owned by the City of Minot.

Block 26B: This block is entirely zoned CBD and contains on the west side the Renaissance Parking ramp, owned by the City of Minot; the east side contains ~~the former Wells Fargo Building (future site of~~ City Hall) and its parking lot.

Block 7D: This block is predominantly zoned C2, but the city owns a water pump house in this block.

Block 1E: ~~This block contains the Grand Hotel and North Hill Bowl. Minot State University owns 26 acres of land in the block that contains one building and parking spaces for their athletic complexes.~~

Block 2B: The block is primarily comprised of Minot State University and the Lutheran Cemetery. ~~This block is completed.~~

Block 5B: The block is entirely comprised of the City of Minot Auditorium & Armory, ~~former~~ City Hall, the Police Station and parking lots. ~~This block is completed.~~

Block 15: The block is comprised predominately by the Ward County Building that holds the county library and various offices. Two of the six parcels are owned by the Minot Daily News and used as a parking lot. *This block is completed.*

Rehabilitation Criteria for Commercial Property

Additional eligibility criteria for rehabilitation of commercial property:

Rehabilitation of property must be at least **fifty percent (50%)** of the current true and full value. At least **eighty percent (80%)** of the investment made must consist of capital improvements such as structural, weatherization, electrical, plumbing, heating, ventilation, central air conditioning system improvements and exterior improvements to cornices, roof gables, window sills, awnings, entryways, removal of non-historic materials, exterior painting, brick masonry cleaning and the reduction of incompatible signage. Capital improvements do not include cosmetic repairs such as floor coverings, furnishings, and interior painting or cabinetry improvements/replacement.

Percentage off

Property Tax*	Type of Capital Improvement
75 -100%	Weatherization – siding, windows, insulation, doors & roof, Major structural/foundation – basement wall, exterior cosmetic improvements**
50 - 75%	Major electrical – wiring, new fuse boxes, code compliance Major plumbing – pipes and fittings behind walls**
25 - 50%	Minor electrical – fixtures, GFIC** Minor plumbing – fixtures, exposed lines** Minor structural – drywalls or repair of foundation cracks** Landscaping – additional, miscellaneous***
0 – 25%	Mechanical – Heat, ventilation, central air conditioning**

* Excludes land value

** Plus a combination of items listed below

*** Miscellaneous includes Driveways, access walkways, retaining walls & privacy fencing

Before final sign off for submission to City Council and State, applicant must receive Certificate of Occupancy (C of O) for the whole building. Up to 1/3 of a building may remain without a C of O if it is ready with wiring, plumbing and HVAC for a tenant to fit out.

Rehabilitation Criteria for Residential Property

Additional eligibility criteria for rehabilitation of Residential property:

Rehabilitation of property must be at least twenty percent of the current true and full value. At least eighty percent of the investment made must consist of capital improvements such as structural, weatherization, electrical, plumbing, heating, ventilation, central air conditioning system improvements, exterior improvements to cornices, roof gables, window sills, doors, porches, stairwells, dormers, removal of non-historic materials and exterior painting. Capital improvements do not include cosmetic repairs such as floor coverings, furnishings, and interior painting or cabinetry improvements/replacement.

Percentage off

Property Tax*

Type of Capital Improvement

75 -100%

Weatherization – siding, windows, insulation, doors & roof, major structural/foundation – basement wall, exterior improvements to cornices, roof gables, window sills, doors, porches, stairwells, dormers, removal of non-historic materials and exterior painting. **

50 - 75%

Major electrical – wiring, new fuse boxes, code compliance**
Major plumbing – pipes and fittings behind walls**

25 - 50%

Minor electrical – fixtures, GFIC**
Minor plumbing – fixtures, exposed lines**
Minor structural – drywalls or repair of foundation cracks**
Landscaping – additional, miscellaneous***

0 – 25%

Mechanical – Heat, ventilation, central air conditioning**

* Excludes land value

** Plus a combination of items listed below

*** Miscellaneous includes driveways, access walkways, retaining walls & privacy fencing

Before final sign off for submission to the City Council and State, applicant must receive Certificate of Occupancy (C of O) for the whole building.

Renaissance Renovation/Purchasing

Once an applicant submits the documents for the Renaissance five-year exemption, the City Assessor's office has several steps that it needs to perform prior to approval and after the permit completion.

- If the five year or eight year exemption is for renovation, once the documents are submitted, the Assessor's office should appraise the property for its' current true and full value. This value will be the base for giving the percentage of exemption.
- After the five-year or eight year exemption is approved, the building owner will need to notify the Assessor's office to perform a final inspection on the permit. Even though the building is frozen at a reduced value, each year the Assessor's office reports how much exemption are given.
- After the five-year or eight year period expires, the Assessor's office goes back to the building to reappraise the building to the current market conditions.
- If the five-year or eight year exemption is for purchasing a building in the renaissance area, the Assessor's office would need to research if the transfer was an Arms Length¹ transaction. This eliminates sales between relatives, trades, and many other factors. These are not considered Arm's Length transaction.
- If the transaction is Arm's Length, once the documents are submitted, the Assessor's office should appraise the property for its' current and true and full value. This value will be the base for giving the percentage of exemption.
- If during the time period, the new owners would like to renovate the building, the building owner will need to notify the Assessor's office to perform a final inspection on the permit. Even though the building is frozen at a reduced value, each year the Assessor's office reports the amount of the exemption given.

After the five-year or eight year tax exemption period expires, the Assessor's office will go back to the building to reappraise the home to the current market conditions.

¹ A transaction freely arrived at in the open market, unaffected by abnormal pressure or by the absence of normal competitive negotiation as might be true in the case of transaction between related parties.

*Includes ONLY capital improvements cost, not the purchase of the property and must adhere to the criteria listed on pages 25 and 26.

**Projects meeting or exceeding the 50% re-investment level required for commercial/investment rehabilitation project will be classified as a purchase with major improvements project and will be eligible for the same incentives as a rehabilitation project as stated on page 25.

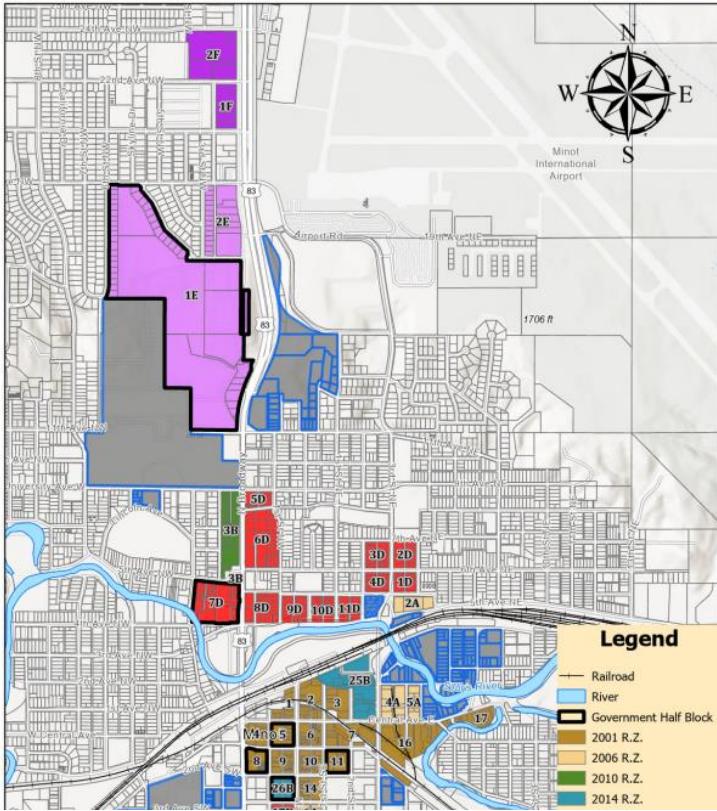
[Fee Schedule](#)

Application fee for single-family residence: \$150

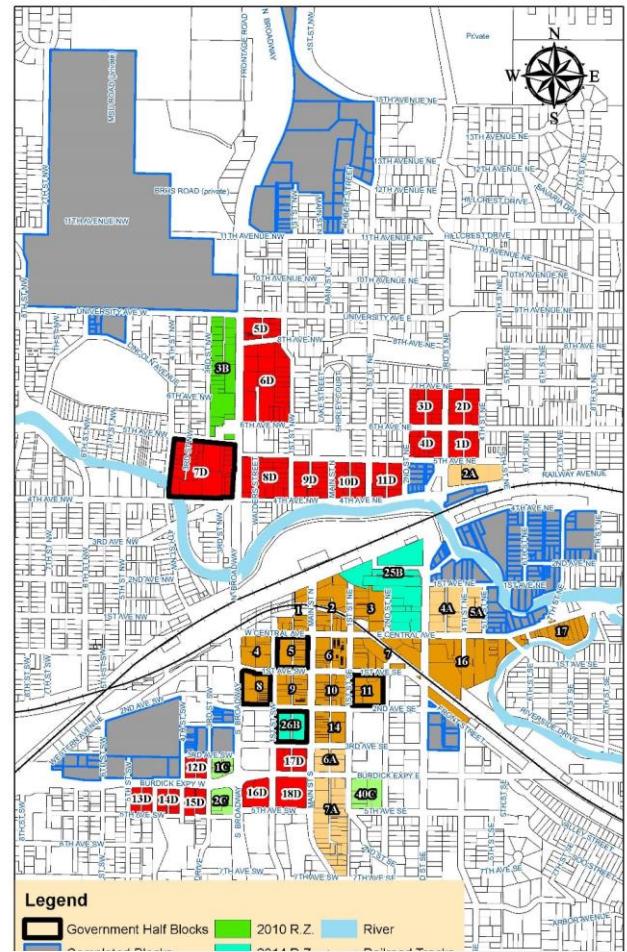
Application fee for all other types of structures: \$500

Map

City of Minot Renaissance Zone Map



City of Minot Renaissance Zone Map



Inventory

To be inserted upon adoption.

Letters of Support – Ward County



April 16th, 2024

City of Minot Community Development Department
Attn: Brian Billingsley
P.O. Box 5006
Minot, ND 58702

Mr. Billingsley,

Please accept this letter of continued support for the City of Minot Renaissance Zone program.

At our meetings on March 19, 2024 and April 2, 2024, the Ward County Board of Commissioners voted to approve the following amendments to the Minot Renaissance Zone:

- 1) The creation of an eight (8) year property tax abatement benefit with a minimum investment of 150% of a property's true and full value.
- 2) The allowance for a second island.
- 3) A five-year time extension to the Minot Renaissance Zone program.
- 4) Declare blocks 2C and 40C as completed blocks and annex Blocks 1F and 2F on North Broadway into the Minot Renaissance Zone.

The approval of additional Renaissance Zone blocks will not only revitalize deteriorating areas within the Renaissance Zone, but also help the City expand economic activities in these areas to meet the demands of an expanding community.

As part of the continuing growth within the City of Minot, the Ward County Commissioners encourage the Division of Community Services to extend the City of Minot Renaissance Zone program for another five years with the amendments listed above.

Sincerely,

John Fjeldahl
John Fjeldahl
Commission Chairman

Ward County * P.O. Box 5005 * Minot, ND 58702-5005

LETTER OF SUPPORT – MINOT PUBLIC SCHOOLS