



**Please note - applications must be APPROVED prior to beginning a project.**

- Download application at:  
<http://www.communityservices.nd.gov/uploads/27/SFN59291RENAISSANCEZONEPROJECTINFORMATIONSAVABLE.pdf>
- Provide evidence that the applicant is current on state taxes - Certificate of Good Standing from the State Tax Commissioner (1-800-638-2901) - May take a few weeks.
- Provide the estimated state and local tax benefit to the taxpayer for five years (see your accountant)
- Provide copies of receipts showing proof local real estate taxes have been paid (Traill County Treasurer - 701.636.4459)
- Provide current True and Full Value (contact Hillsboro City Auditor 701.636.4620)
- For residential projects, provide evidence that the home purchase is the taxpayer's primary residence.
- If property is currently a vacant lot, provide evidence that it was previously developed.
- Provide a "Letter of Clearance" from State Historical Society if seeking Historic tax credits.
- Provide an estimated start and completion date for the project (must follow approval by Hillsboro City Commission)
- Include site plans, building plans and colored renderings of the elevation of the building
- Provide a break out of capital improvements
- Provide documentation that the project cost meets the City's minimum criteria