



## **TAX INCREMENT FINANCING DISTRICT**

Minnehaha County has the power to create tax incremental finance districts. Such districts (or TIFs) are used to promote redevelopment of blighted areas. Blighted areas are those which contribute to disease or crime and include areas with deteriorated structures, inadequate street layouts, faulty lot layout, unsanitary or unsafe conditions, or obsolete platting.

In the TIF District, a base value of the undeveloped property is established and the taxes on the difference between that level and the increased value of the property following development is reserved in a special account to fund infrastructure improvements required for the development.

An applicant for a TIF District must first set up a pre-application meeting with the Planning staff to ensure that all required elements will be included in the TIF application packet. Following this meeting, the applicant must submit the following materials in order to be added to a Planning Commission meeting agenda:

- completed application form (attached)
- comprehensive plan with:
  - boundaries of the proposed district
  - type and location of all proposed public works or improvements within the district
  - economic feasibility study
  - detailed list of estimated project costs
  - fiscal impact statement showing the impact of the district on all entities levying taxes upon property within the district; and

- description of financing for all estimated project costs.
- the \$1000 non-refundable application fee.

The Planning Commission typically meets the fourth Monday of each month (except December and holidays). The application deadline for the meeting is 3-1/2 weeks before the meeting. The county must notify any municipality or school district having jurisdiction in all or a portion of the proposed district, and must publish a notice of the hearing in the official county newspaper.

At their meeting, the Planning Commission will receive the background information from staff and will gather input from both proponents and opponents of the proposed district. They will then take action to recommend approval or denial of the creation of the district. The Planning Commission action is only a recommendation to the County Commission.

The County Commission will hold a hearing on the request on the third Tuesday of the following month. Notice of the hearing will again be published by the county in the official newspaper. The County Commission hearing will follow a format similar to that of the Planning Commission meeting. After receiving background information from county staff and accepting testimony from both proponents and opponents, the Commission will make a decision to either approve or deny the creation of the district. If the district is created, then notice of the district's creation will be published in the official county newspaper and will become effective 20 days following the final publication.

**TAX INCREMENT FINANCING DISTRICT  
APPLICATION CHECKLIST**

- Complete application form.
  
- Comprehensive plan with
  - the boundaries of the proposed district
  - the type and location of all proposed public works or improvements within the district
  - an economic feasibility study
  - a detailed list of estimated project costs
  - a fiscal impact statement showing the impact of the district on all entities levying taxes upon property within the district; and
  - a description of financing for all estimated project costs.
  
- \$1000 permit application fee



# TAX INCREMENT FINANCING DISTRICT (TIF) APPLICATION

Minnehaha County Planning Department, 415 N. Dakota Avenue, Sioux Falls, SD 57104, (605)367-4204

## Applicant Information:

Applicant: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Authorized Agent: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

## Legal Description:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Zoning District:

\_\_\_\_\_

## Proposed Use:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Support Documentation Submitted:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The OWNER, APPLICANT OR AUTHORIZED AGENT ACKNOWLEDGES that he/she understands the application process for a TIF, that he/she has been advised of the fee requirements and they have been paid on \_\_\_\_\_. He/she further authorizes representatives of Minnehaha County to enter the above described property now and in the future for inspection purposes.

Applicant/Agent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Date/Time of:

Pre-Hearing Conference: \_\_\_\_\_

Location: \_\_\_\_\_

Planning Commission Hearing \_\_\_\_\_

Location: \_\_\_\_\_

County Commission Hearing \_\_\_\_\_

Location: \_\_\_\_\_

Permit No.:	_____
Date:	_____
Filing Fee:	<b>\$1000.00</b>
Receipt No.:	_____

**FILING FEE IS NON-REFUNDABLE**