



## Jackson County New Housing Initiative

### *Application*

#### **Approval**

Minnesota Statute requires the County to consider each abatement application individually at a public hearing held at a Jackson County Board meeting. All applications will be considered on a “first come – first served” basis. The acceptance of new applications will be contingent upon County Board approval, abatement capacity and eligibility. NOTE: County Board approval of applications could take 30 days or more due to mandatory public hearing notice publication requirements.

#### **Abatement Period**

The abatement period will commence with the completion of construction, or not more than one year following County Board approval of the abatement, whichever is first, and shall continue for five years. Applicants should notify the Jackson County Auditor/Treasurer’s Office when construction is complete.

#### **Property Information**

Location (city/township): \_\_\_\_\_

Property Zoning Classification: \_\_\_\_\_ Property ID Number: \_\_\_\_\_

Legal Description: \_\_\_\_\_  
(attach if needed)

Mailing/911 Address (if established): \_\_\_\_\_

Type of housing structure built:      Single family    Duplex    Multi-family

Anticipated Start Date of Construction: \_\_\_\_\_

Anticipated Completion Date of Construction: \_\_\_\_\_

#### **Applicant Information**

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

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

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

Email Address: \_\_\_\_\_

**Owner Information (if different than the Applicant)**

Owner Name: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Estimated Date of Property Transfer to the Applicant: \_\_\_\_\_

\*Contractors, Developers or Contract for Deed Holders – Owner must sign the application

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Documentation**

Please attach the following documentation:

- A site plan of the proposed project.
- A professional construction plan or blue print of the proposed project prepared by a contractor, architect, engineer or similar.
- Building permit (city or county depending on location).
- Application fee (\$250.00 made payable to Jackson County - covers a portion of the costs for mandatory public hearing expenses and abatement administration).
- Other information as requested by Jackson County to determine eligibility.

I swear or affirm that this application for tax abatement is for new housing construction and the new housing constructed is not a manufactured/mobile home, seasonal/recreational home or "Shouse" (unless "Shouse" is used as a primary residence). I swear or affirm the owner/applicant has not received other public financial assistance for this property and that construction (including dirt work) has not started on the proposed project. I also understand that the County portion of abated property taxes that have been paid will be returned by a single payment to the owner of record at the time of payment by December 31<sup>st</sup> for that calendar year. I understand the abatement period will commence with the completion of construction, or not more than one year following County Board approval of the abatement, whichever is first, and shall continue for five years. I understand that I am responsible for contacting the Jackson County Auditor/Treasurer's Office when construction is complete. I understand that taxes must be paid in full and on time to qualify for abatement each year.

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

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

**Return completed applications to:**

**Jackson County Auditor/Treasurer's Office**  
**405 Fourth Street**  
**Jackson, MN 56143**  
**(507) 847-2763**  
[auditor@co.jackson.mn.us](mailto:auditor@co.jackson.mn.us)

Office Use Only:

- Application is complete and signed.
- A site plan was provided.
- A construction plan was provided.
- Copy of approved building permit was provided.
- Application fee was provided.
- Verify property location is accurate.
- Verify property is not in a TIF district.
- Property taxes on the property are current at the time of application.
- Remind applicant work cannot start, including dirt work, until the County Board approves the application.
- A copy of the submitted application has been provided to the County Administrator's Office for scheduling on a County Board agenda.
- Public hearing notice published at least 10 days before, but not more than 30 days before, the scheduled hearing.
- Provide a copy of the application to the County Assessor's Office so they can verify what was constructed is actually what was indicated on the application.