

# Request for Designation of Urban Revitalization Area for Commercial Development

## *Application Packet*

**Thank you for your interest in the City of Ames Urban Revitalization Program for COMMERCIAL DEVELOPMENT. [Please note that there is a separate application for SE 16<sup>th</sup> Street development.]**

**The City of Ames Planning and Housing Department is available to assist you in completing your application. Please call (515) 239-5400 and someone can meet you at your convenience to start the process and answer questions.**

The purpose of the Urban Revitalization Program for Commercial Development is to promote the rehabilitation and redevelopment of areas zoned commercially in the community that have been vacant, are a public nuisance or have certain conditions that deter improvement.

This purpose is accomplished by offering partial property tax abatement for these projects. It is hoped that the program activities will result in the improvement of this project area, as well as the enhancement of the entire community.

The process for obtaining the tax abatement involves two approval steps by the City Council:

1. Designate the proposed project site as an Urban Revitalization Area with an approved Urban Revitalization Plan.
2. Approve partial property tax abatement for the completed project.

This application packet is for the first step. A separate application packet is available for the second step, tax abatement. At that time, tax abatement may be requested on a three-, five-, or ten-year schedule.

NOTE: If the property is within a previously established Urban Revitalization Area, you do not need to complete the first step. Just complete the Tax Abatement application form.

### 1. **Eligibility criteria:**

- *Improvements must be proposed that will increase actual property value by 5% or more.*
- **Properties eligible** for tax abatement must be within the Highway-Oriented Commercial zoning district, and also fit within one or more criteria.
  - a. *Properties from which the principal building has been removed and the property has been vacant for at least seven years.*
  - b. *Properties with a principal building that has been determined by the Building Official as meeting the definition of “Public Nuisance” in the Ames Municipal Code, Chapter 5, “Building, Electrical, Mechanical and Plumbing Code” (Currently Section 5.401(7)).*
  - c. *Development or redevelopment of Brown Fields. Brown Fields include abandoned or underused industrial and commercial facilities or sites available for re-use or redevelopment. Expansion or redevelopment of such a facility or site is complicated by environmental contaminations.*

- d. Properties with at least 20% of the property area being within 1,000 feet of a City of Ames water well and within the Floodway-Fringe Overlay zoning district. The Developer must demonstrate that the proposed project cannot be configured or designed in a manner to avoid significant extra impact to the project because of its location near a City well head.*
- **Non-qualifying Uses.** *Notwithstanding compliance under the above categories, tax abatement shall not be granted for properties developed for or otherwise used for the following uses:*
  - a. Mini-storage warehouse facilities or other industrial uses*
  - b. Transportation, communications, and utility uses*
  - c. Institutional uses*
  - d. Automotive, boat, and/or RV sales*
  - e. Adult entertainment businesses*
  - f. Detention facilities*
  - g. Agricultural or industrial equipment sales*

## **2. Application Process.**

- *Contact the Ames Planning and Housing Department to schedule a pre-application meeting to ensure that the requirements for a successful application are satisfied.*
- *Fill out all sections completely and return to the Department of Planning & Housing.*
- *Once the application is reviewed and found to be complete, it will be forwarded to the City Council for consideration.*
- *If the City Council determines that the proposal may meet its objectives for the Urban Revitalization Program, it will set the date of a public hearing and direct City staff to prepare an Urban Revitalization Plan for the designated property. The hearing is usually 40-50 days from the Council action setting the date.*
- *Staff publishes notice of the hearing and mails notice to all property owners and residents in and within 200 feet of the designated property.*
- *The City Council holds the public hearing and then acts on approval or disapproval of the Urban Revitalization Plan and has first reading of an ordinance establishing the Urban Revitalization Area.*
- *City Council approval at two more readings of the ordinance establishes the Urban Revitalization Area.*
- *After the area has been established, the property owner is then eligible to apply for tax abatement under the Urban Revitalization Program upon completion of improvements required by the Urban Revitalization Plan.*

**3. What must be submitted?**

- One (1) completed and signed Application Form.
- Criteria for eligibility.
- One (1) 11"x17" copy of the site plan with building elevations.

Submit the completed *Request for Designation of Urban Revitalization Area* Application Packet to the:

City of Ames  
Department of Planning & Housing  
Room 214, City Hall  
515 Clark Avenue  
Ames, Iowa 50010  
Phone: (515) 239-5400  
E-mail: [planning@cityofames.org](mailto:planning@cityofames.org)

# Request for Designation of Urban Revitalization Area for Commercial Development *Application Form*

(This form must be filled out completely before your application will be accepted.)

- 1. **Property Address:** \_\_\_\_\_
- 2. **Property Identification Number (Geocode):** \_\_\_\_\_
- 3. **Legal Description** (attach, if lengthy): \_\_\_\_\_  
\_\_\_\_\_

4. **Street Address of Property to be Included in the Urban Revitalization Area:** \_\_\_\_\_  
\_\_\_\_\_

5. **Property Owner:** \_\_\_\_\_

Business: \_\_\_\_\_

Address: \_\_\_\_\_  
(Street) (City) (State) (Zip)

Telephone: \_\_\_\_\_  
(Home) (Business) (Fax)

6. **Contact Person:** \_\_\_\_\_

Business: \_\_\_\_\_

Address: \_\_\_\_\_  
(Street) (City) (State) (Zip)

Telephone: \_\_\_\_\_  
(Home) (Business) (Fax)

E-mail address: \_\_\_\_\_

***I (We) certify that I (we) have submitted all the required information to apply for approval of the Request for Designation of Urban Revitalization Area and that the information is factual.***

Signed by: \_\_\_\_\_ Date: \_\_\_\_\_  
Property Owner(s)

\_\_\_\_\_  
Print Name

***(Note: No other signature may be substituted for the Property Owner's Signature.)***



# Urban Revitalization Program

## *Tax Exemption Schedule*

All qualified real estate located in the designated revitalization area is eligible to receive a partial exemption from taxation on the Actual Value added by the improvements as specified by the schedules below. Any qualified real estate may elect one of the three schedules.

**The exemption period for ten (10) years.** The amount of the partial exemption is equal to a percent of the Actual Value added by the improvements, determined as follows:

For the first year,	80%
second	70%
third	60%
fourth	50%
fifth	40%
sixth	40%
seventh	30%
eighth	30%
ninth	20%
tenth	20%

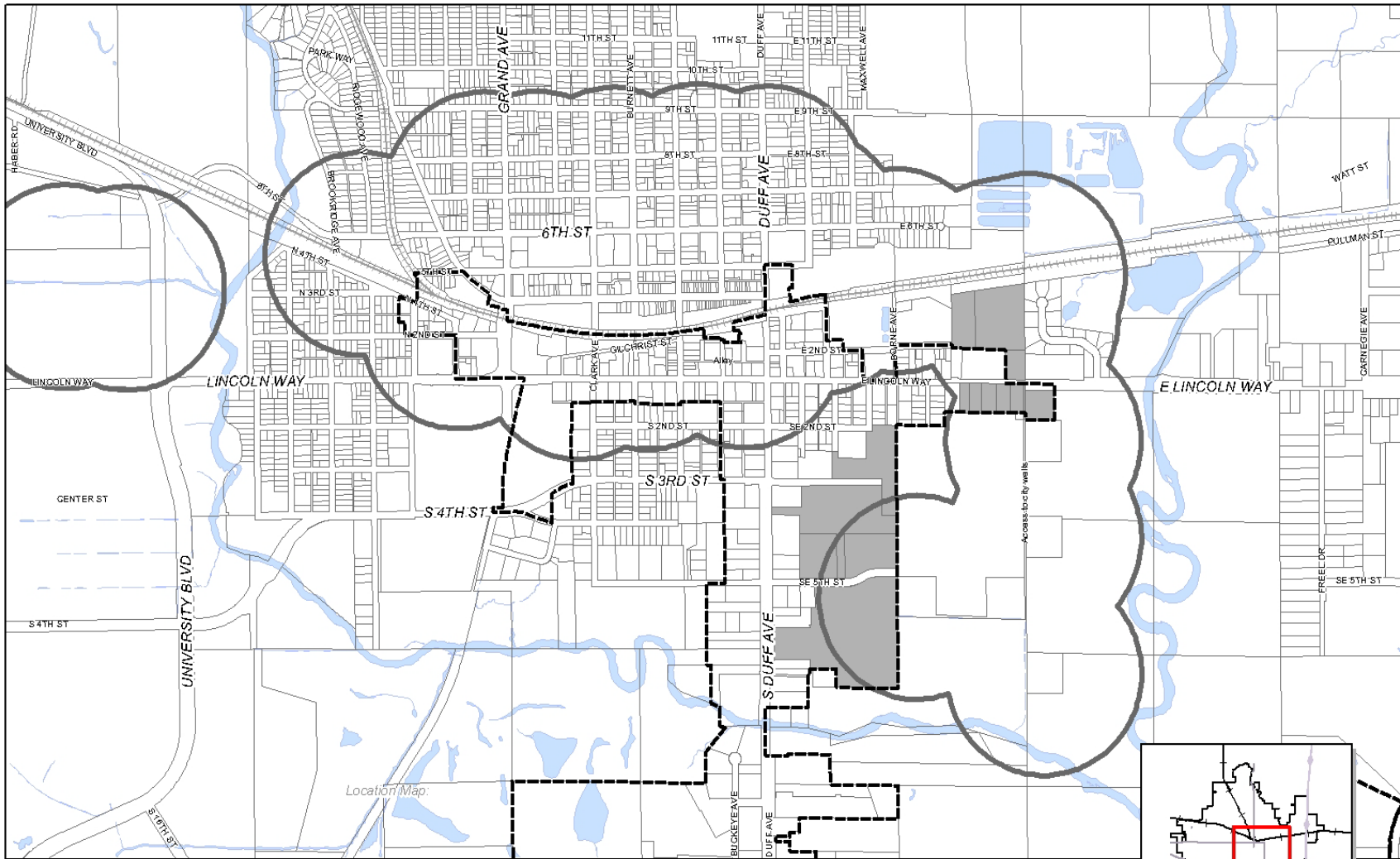
**The exemption period for five (5) years.**

For the first year,	100%
second	80%
third	60%
fourth	40%
fifth	20%

**The exemption period for three (3) years.** All qualified real estate is eligible to receive a 100% exemption on the Actual Value added by the improvements for each of the three years.

**Carefully examine the exemption schedules before making a selection. Once the selection of the schedule is made and the exemption is granted the owner is not permitted to change the method of exemption.**




## Commercial Urban Revitalization Program



**Properties that are potentially eligible under the following criterion:**

Commercial Criteria #4: Properties with at least 20% of the property area being within 1,000 feet of a City of Ames water well and within the Floodway-Fringe Overlay zoning district. The Developer must demonstrate that the proposed project cannot be configured or designed in a manner to avoid significant extra impact to the project because of its location near a City well head.

**Legend**

-  Highway-Oriented Commercial Zoning District
-  1000 feet from City well
-  Properties Potentially Eligible for Commercial Criteria #4

