

**APPLICATION FOR EXEMPTION OF IMPROVEMENTS TO  
COMMERCIAL & RESIDENTIAL BUILDINGS**

Property Owner: \_\_\_\_\_

Address of Property Claimed Exempt: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Email: \_\_\_\_\_

**Describe the type of remodeling, renovation, modernizing or repairing made to the improvement for which the exemption is being claimed:**

---

---

---

Building Permit No. \_\_\_\_\_ Date Building Permit Issued: \_\_\_\_\_

I hereby certify that the above information is correct to the best of my knowledge, and I hereby make application for the exemption:

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

Application Signature

-----  
**Assessor's Determination:**

Legal Description: \_\_\_\_\_

Last Assessment on Record: Land: \_\_\_\_\_ Improvements: \_\_\_\_\_ Total: \_\_\_\_\_

Estimated cost of making the improvements: \_\_\_\_\_ Year Built: \_\_\_\_\_

**Estimated market value of property after improvements:** \_\_\_\_\_

The Assessor finds that these improvements meet the qualifications for exemption: \_\_\_\_ Yes \_\_\_\_ No

The Assessor finds that these improvements do not meet the qualifications for exemption for the following reason(s): \_\_\_\_\_

Date: \_\_\_\_\_ Assessor's Signature \_\_\_\_\_

The Minto City Council may, in its discretion, determine eligible real property within the city limits to be exempt from assessment and taxation, in whole or in part, pursuant to North Dakota Century Code 57-02.2-03 upon the following conditions and-or limitations.

**I. Improvements Which Qualify.**

**A. Residential.**

1. To qualify for the exemption of an improvement to a residential building, the building must be renovated, remodeled, or altered. It cannot be the complete replacement of one building with another. For these purposes, “renovate” shall mean to restore to a previous condition or to a good state of repair, “remodel” shall mean changing the plan, form, or style of a building, to correct functional deficiencies; “alter” shall mean to effect change, modify, or vary, to change materially.
2. A new addition to an existing residential building would qualify for exemption the same as any renovation, remodeling, or alteration.
3. Renovation, remodeling, or alteration of a nonresidential building into a residential building is eligible for an exemption.
4. Any exemption for renovation, remodeling or alteration for residential purposes is limited to a building or structure at least 25 years old on the assessment date preceding the application.
5. Improvements must increase the assessed value of the existing building by at least \$5000.00.
6. Improvements solely resulting from local, state, or federal government grants shall not be eligible for the exemption.

**B. Commercial.**

1. To qualify for the exemption of an improvement to a residential building, the building must be renovated, remodeled, or altered. It cannot be the complete replacement of one building with another. For these purposes, “renovate” shall mean to restore to a previous condition or to a good state of repair, “remodel” shall mean changing the plan, form, or style of a building, to correct functional deficiencies; “alter” shall mean to effect change, modify, or vary, to change materially.
2. A new addition to an existing commercial building would qualify for exemption the same as any renovation, remodeling, or alteration.
3. Renovation, remodeling, or alteration of a residential building into a commercial building is eligible for an exemption.
4. Improvements must increase the assessed value of the existing building by at least \$5000.00.
5. Improvements solely resulting from local, state, or federal government grants shall not be eligible for the exemption.
6. The maximum exemption allowable for a commercial property is the sum of \$150,000.00 representing an increase in market value.

**II. Application.**

1. An application for the exemption must be filed at the time the building permit is obtained.
2. If the renovation, remodeling, or alterations qualify, an exemption may be granted for up to three (3) years. Upon the granting of any exemption, the last assessment on the building will remain for the period of exemption unless an equalization percentage change is made or a re-evaluation program for commercial or residential buildings is completed.
3. Values of the land excluding improvements may be changed whenever justified.
4. Any exemption provided by the City Council shall apply only to that part of the valuation resulting from the improvements which is over and above the assessed valuation, exclusive of the land, placed upon the building or structure for the last assessment period immediately preceding the date of commencement of the improvements. Upon determination of the exemption, the exemption shall be valid for the prescribed period and shall not terminate upon the sale or exchange of the property but shall be transferable to subsequent owners.
5. If the application is not filed as provided herein, the Assessor shall regard the improvements as nonexempt and shall assess them as such.
6. The effective date of the resolution is March,13, 2023, and would apply to all renovations, remodeling or alteration projects started after this date.