

APPLICATION FORMS

- Application for Assessment Deferral
- Eligibility Requirements—Unimproved Land
- Eligibility Requirements—Age, Disability, or Military Person
- Information Page—Unimproved Land
- Information Page—Age, Disability, or Military Person



APPLICATION FOR ASSESSMENT DEFERRAL

City of St. Paul Park / 600 Portland Avenue / St. Paul Park MN 55071

SECTION 1 – INFORMATION ON APPLICANT

APPLICANT'S FULL LEGAL NAME (LAST, FIRST, MIDDLE)	
APPLICANT'S MAILING ADDRESS (STREET ADDRESS, CITY, STATE, ZIP)	
APPLICANT'S PHONE NUMBER	APPLICANT'S DATE OF BIRTH

SECTION 2 – INFORMATION ON PROPERTY

STREET ADDRESS OF PROPERTY	
LEGAL DESCRIPTION OF PROPERTY	
PARCEL IDENTIFICATION NUMBER	

SECTION 3 – DEFERRAL INFORMATION

TYPE AND LOCATION OF PROJECT: _____
 REASON FOR DEFERRAL:

- Over 65 years of age.
- Permanent Disability (Provide proof of permanent disability).
- Military Person (Provide proof of military orders)
- Agricultural Property (Provide proof of Green Acres tax status)
- Unimproved Land

SECTION 4 – SUPPORTING EVIDENCE

I certify that the information given herein is true and complete to the best of my knowledge.

Signature of Applicant

Date

FOR OFFICE USE ONLY	
DATE SUBMITTED TO COUNCIL FOR APPROVAL: _____	PROJECT: _____
<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED	INTEREST RATE: _____
CONDITIONS OF DEFERMENT OR REASONS FOR DENIAL: _____	PROJECT YEARS: _____
_____	AVERAGE ANNUAL PAYMENT: _____
_____	AMOUNT OF PRINCIPAL TO BE DEFERRED: _____
_____	AMOUNT OF INTEREST TO BE DEFERRED: _____
City Administrator Date	DATE APPROVAL SENT TO COUNTY AUDITOR: _____

CITY OF ST. PAUL PARK

ELIGIBILITY FOR DEFERMENT OF SPECIAL ASSESSMENTS

UNIMPROVED LAND

The City Council of St. Paul Park may defer the payment of principal and interest of any special assessment on unimproved land where service lines from the lateral or trunk to the property line has been installed with the anticipation of being improved. The owner of the property must notify the City of St. Paul Park of any change in owner's status that would affect eligibility for deferment.

To determine eligibility for deferment please complete this entire form and return to the City of St. Paul Park. The Council will review deferment requests at their next available meeting. If you have any questions or require assistance in completing this form please contact City Hall at 651-459-9785.

1. Is the property zoned residential? Yes No
2. Does the unimproved parcel have separate parcel identification? Yes No
3. Has new service lines from the lateral or trunk to the property line been installed? Yes No
4. Does the unimproved parcel meet the minimum lot requirements? Yes No
5. Does the total assessment of the improved **and** unimproved parcel exceed \$10,000? Yes No

Applicant's Name: _____

Applicant's Address: _____

City of St. Paul Park
600 Portland Avenue
St. Paul Park, MN 55071

CITY OF ST. PAUL PARK

ELIGIBILITY REQUIREMENT FOR DEFERMENT OF SPECIAL ASSESSMENTS

AGE, DISABILITY, OR MILITARY PERSON

The City Council of the City of St. Paul Park may defer the payment of principal and interest of any special assessment on homestead property owned by a person who is 65 years of age or older, who is retired by virtue of permanent or total disability, or a person who is a member of the Minnesota National Guard or other military reserves who is ordered into active military service, as defined in Minnesota Statutes, Section 190.05, subdivision 5b or 5c, as stated in the person's military orders, for whom it would be a hardship to make the payments. Deferments will be granted for as long a period as the hardship exists and the necessary conditions have been met. The owner of the property must notify the City of St. Paul Park of any change in owner's status that would affect eligibility for deferment.

To determine eligibility for deferment please complete this entire form and return to the City of St. Paul Park. The Council will review deferment requests at their next available meeting. If you have any questions or require assistance in completing this form please contact City Hall at 651-459-9785.

1. What year was the special assessment in question implemented? _____
2. What is the age of the owner(s) of the property? _____
3. Does the owner(s) of the property have a permanent and total disability? Yes No
4. Does the owner(s) of the property a member of the Minnesota National Guard or other military reserves who is ordered into active military service? Yes No
5. Does the owner(s) occupy the property as a principal place of residence? Yes No
6. What is the annual income of the owner(s) of the property from all sources? \$ _____

Applicant's Name: _____

Applicant's Address: _____

City of St. Paul Park
600 Portland Avenue
St. Paul Park, MN 55071

DEFERMENT OF SPECIAL ASSESSMENTS – UNIMPROVED LAND

The City Council of the City of St. Paul Park may defer the payment of any special assessment on unimproved land where service lines from the lateral or trunk to the property line has been installed with the anticipation of future development. Unimproved land deferrals may be granted under the following criteria:

ELIGIBILITY FOR DEFERRAL

1. An eligible applicant must file an application on or before October 31st of the year preceding the year for which the deferral status is required in order to implement the deferral program for said year.
2. The assessed property is unimproved land zoned residential.
3. Service lines from the lateral or trunk to the property lines have been installed to the unimproved land.
4. The total assessment of the improved and unimproved parcel must exceed \$10,000 in order to qualify for a deferral on the unimproved parcel.

INTEREST ON DEFERRED ASSESSMENT

The length of a deferral will be limited to the first five (5) years of the levied assessment. Payment of interest on the deferred amount may or may not be paid on a yearly basis during the period of deferral.

TERMINATION OF DEFERRAL STATUS

Deferrals on unimproved parcels will be terminated when one of the following occurs:

1. The unimproved parcel is sold, at which time the entire deferred assessment is due.
2. The unimproved parcel is divided, at which time the entire deferred assessment is due.

PAYBACK ON DEFERRAL

Payback schedule for the deferral will occur under the following schedules:

1. Deferred assessments from \$1,000 to \$5,000 equal 10-year payback.
2. Deferred assessments greater than \$5,000 will be 10 years plus one additional year per \$1,000 over \$5,000 not to exceed a 15-year payback.
3. All paybacks of deferrals begin in year six (6).

FILING FOR DEFERRAL STATUS

An eligible applicant must file an application on or before October 31st of the year preceding the year for which deferral status is required in order to implement the deferral program for said year. All deferral applications must be made on forms approved by the City and submitted to the City Administrator.

HARDSHIP DEFERMENT OF SPECIAL ASSESSMENTS—AGE, DISABILITY, OR MILITARY PERSON

The City Council of the City of St. Paul Park will consider deferring the principal and interest on special assessments on homestead property owned by a person 65 years of age or older, who is retired by virtue of permanent and total disability (as determined by the Social Security Administration), or person who is a member of the Minnesota National Guard or other military reserves who is ordered into active military service, as defined in Minnesota Statutes, Section 190.05, subdivision 5b or 5c, as stated in the person's orders, when the following conditions are met:

ELIGIBILITY FOR DEFERRAL

1. An eligible applicant must file an application on or before October 31st of the year preceding the year for which deferral status is required in order to implement the deferral program for said year.
2. The applicant must be 65 years of age or older, retired by virtue of permanent and total disability, or member of the Minnesota National Guard or other military reserves ordered into active military service.
3. The applicant must be the owner of the property.
4. The applicant must occupy the property as his principal place of residence.
5. Payment of the assessment must create a hardship on the applicant. A hardship is shown when the average annual payment for assessments levied against the subject property exceeds one percent of the adjusted gross income of the applicant as evidenced by the applicant's most recent federal income tax return or other documents to show the applicant's adjusted gross income. The average annual payment of an assessment shall be the total cost of the assessment divided by the number of years over which it is spread.

INTEREST ON DEFERRED ASSESSMENT

All deferred special assessments shall be subject to and charged 1.5% above the bond interest rate.

TERMINATION OF DEFERRAL STATUS

Special Assessment payments deferred pursuant to the eligibility requirements set forth by this policy shall become payable effective upon the occurrence of one of the following events:

1. The death of the owner when there is no spouse who is eligible for deferment.
2. The sale, transfer or subdivision of all or any part of the property.
3. Loss of homestead status on the property.
4. Determination by the Council for any reason that immediate or partial payment would impose no hardship.
5. Notification from the owner that there no longer exists a hardship.

FILING FOR DEFERRAL STATUS

An eligible applicant must file an application on or before October 31st of the year preceding the year for which deferral status is required in order to implement the deferral program for said year. All deferral applications must be made on forms approved by the City and submitted to the City Administrator.