

## Checklist for P.A. 198

### Establishment of a Plant Rehabilitation District or an Industrial Development District

**Steps:**

(Start at Step 7 if the district is already established)

**Action Required From:**

- |                                     |  |  |
|-------------------------------------|--|--|
| <input checked="" type="checkbox"/> | 1. File request to establish district<br><i>Completed November 18, 2008</i>  | Owner(s) of 75% of S.E.V. in the district,<br>or Local Governmental Unit |
| <input checked="" type="checkbox"/> | 2. Establish district boundaries<br><i>Completed November 18, 2008</i>   | Local Governmental Unit  |
| <input checked="" type="checkbox"/> | 3. Notice of Public Hearing - written to all owners of real property within the proposed district, published or posted for residents and taxpayers, consistent with established local practice.<br><i>Completed December 4, 2008 + December 11, 2008</i> | Local Governmental Unit  |
| <input checked="" type="checkbox"/> | 4. Hold Public Hearing<br><i>Completed December 16, 2008</i>   | Local Governmental Unit, Residents, Taxpayers, Owners                    |
| <input checked="" type="checkbox"/> | 5. Resolution* Approving District<br><i>Completed December 16, 2008</i>  | Local Governmental Unit  |
| <input type="checkbox"/>            | 6. Determination of obsolescence in Plant Rehabilitation District Resolution   | Local Governmental Unit  |

N/A

\*A rehabilitation district, development district and speculative building can be established under a single resolution.

### Application for Industrial Facilities Exemption Certificate

- |                          |  |                            |
|--------------------------|--|----------------------------|
|                          | <input type="checkbox"/> 7. Application filed with clerk (1 original and 2 copies)   | Firm/Business (applicant)  |
| Up to 60 days to process | <input type="checkbox"/> 8. Notification of Public Hearing - written to applicant, assessor and each affected ad valorem taxing unit | Clerk                      |
| Up to 60 days            | <input type="checkbox"/> 9. Public Hearing   | Local Governmental Unit    |
| 60 days to process       | <input type="checkbox"/> 10. Resolution* Approving Application   | Local Governmental Unit    |
| 60 days to process       | <input type="checkbox"/> 11. Copies of application with attachments forwarded to State Tax Commission                                | Clerk                      |
| 60 days to process       | <input type="checkbox"/> 12. Compliant with Section 9 of P.A. 198  | Michigan Strategic Fund    |
| 60 days to process       | <input type="checkbox"/> 13. Review* Compliance w/PA198  | Property Services Division |
| 60 days to process       | <input type="checkbox"/> 14. Issuance/Denial of Certification  | State Tax Commission       |

\*Copy filed with application