

# ASSOCIATE MEMBERS OF MINNESOTA MAIN STREET - REGISTRATION FORM

THE DIFFERENCE BETWEEN “DESIGNATED MN MAIN STREET COMMUNITIES” AND “ASSOCIATE MEMBERS” ...

**Designated Minnesota Main Street Program** - This is a local commercial district revitalization program that uses the Four-Point approach, has broad community support, paid staff, and meets (or will soon be able to meet) other standards.

**Associate Member Community of Minnesota Main Street** - This may range from a community just learning about Main Street with a group of volunteers to a long-standing downtown development group with years of success under its belt.

## General Community Information

COMMUNITY/NEIGHBORHOOD NAME:

County \_\_\_\_\_

Population (2000) \_\_\_\_\_ Population (1990) \_\_\_\_\_

### Primary contact person for this application:

Name \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_

### Elected State/Federal Officials

State Senator \_\_\_\_\_ District Number \_\_\_\_\_

State Representative \_\_\_\_\_ District Number \_\_\_\_\_

US Congressperson \_\_\_\_\_ District Number \_\_\_\_\_

### Member Registration and Payment

What format should my registration be in? You may....

- Mail the registration form with payment
- Fax the registration form with credit card payment
- Scan the entire application, including attachments, into a PDF
- Please submit only these types of files: PDF, DOC, DOCX, JPEG, XLS, XLSX, GIF

**Please submit your registration form with payment (checks made payable to Preservation Alliance of Minnesota) to:**  
Minnesota Main Street, Preservation Alliance of Minnesota  
416 Landmark Center, 75 W 5<sup>th</sup> Street, St. Paul, MN 55102

Email: [enorthey@mnpreservation.org](mailto:enorthey@mnpreservation.org)

Fax: 651.209.9291



The following are ***completely optional***. They ***will not affect your registration*** as an Associate Member of Minnesota Main Street. The following is solely to help us get a better picture of the state of Minnesota commercial districts today.

**KEY STATISTICS**

- Reinvestment Statistics:** The following are some of the reinvestment statistics Minnesota Main Street Communities will be required to submit on a regular basis. You may also show that your local program tracks key statistics by providing them below.

2009	2010 to Date	Key Statistic
		Community Population
		Net of all gains and losses in jobs
		Net of all gains and losses in new businesses
		Number of building rehabilitation projects
		Number of new construction projects
		Number of housing units created: upper floor or other
		\$ Value of private investment spent in above projects (i.e. individuals or private sources of \$ spent on building rehabs, public improvements, and/or new construction)
		\$ Value of public investment spent in above projects (i.e. city, county, state, or federal \$ spent on building rehabs, public improvements, and/or new construction)
		Number of all volunteer hours donated each year for revitalization efforts through your organization

2009	2010 to Date	Other Statistics
		Total number of businesses in the commercial district
		Of those...
		How many are retail, restaurant, etc?
		How many are professional or office?
		Total number of businesses in the community
		Total number of government buildings in the commercial district
		Total number of jobs in the commercial district
		Total number of buildings (commercial on 1 <sup>st</sup> floor) in the commercial district
		% of buildings owner-occupied
		% of buildings vacant
		% of buildings owned by non-tenant



**OPTIONAL INFORMATION TO INCLUDE WITH YOUR APPLICATION**

**ABOUT YOUR COMMERCIAL DISTRICT REVITALIZATION AREA:**

Help us understand your downtown / Main Street / commercial district better by answering the following questions to the best of your ability. You may type in your answers below or attach a separate document (however, please label it clearly).

1. What specific problems currently exist in the downtown area? Which of these are the top priority of your community's leadership?
2. Summarize the current development and economic trends in your community. How do these developments affect the Central Business District?
3. What is the size of the downtown or neighborhood commercial business district in square blocks?
4. In regard to Downtown, indicate which tasks are addressed by local development organizations.

	Chamber of Commerce	Economic Development	Convention & Visitors Bureau	Existing Downtown Revitalization	Other	Not Being Addressed
Special Events /Festivals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Retail Activities Downtown	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business Recruitment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business Retention Activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business Training/Seminars	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Design Assistance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Real Estate Development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Downtown Housing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**OPTIONAL ATTACHMENTS**

	Attachment File Name(s)
<input type="checkbox"/> <b>District Map</b> that clearly outlines the downtown or neighborhood commercial business district with all boundaries defined by street name.	
• <b>Up to ten "current" color photos</b> that visually relate the essence of and the variety of properties included in the downtown. Please number the photos and mark where they are on a map.	
• <b>Up to ten copies of historic photos</b> relevant to the designated downtown project area.	
• <b>Logo:</b> Commercial district logo and/or revitalization organization's logo	



## OPTIONAL INFORMATION TO INCLUDE WITH YOUR APPLICATION

### YOUR COMMUNITY

Please help us in better understanding your community as a whole by answering the following questions.

**Does your city government have:**

1. An adopted comprehensive city plan?  yes  no
2. A building code ordinance?  yes  no
3. A sign control ordinance?  yes  no
4. A public housing agency?  yes  no
5. An economic development agency?  yes  no
6. A housing code ordinance?  yes  no
7. A zoning ordinance?  yes  no
8. A design review ordinance?  yes  no
9. An urban revitalization area?  yes  no
10. A local option tax?  yes  no

What is the specified use? \_\_\_\_\_

11. A hotel/motel tax?  yes  no

What is the specified use? \_\_\_\_\_

12. A  full-time or  part-time mayor?
13. A  full-time or  part-time city manager/administrator?
14. Community Development staff (i.e. Planner, Economic Development Specialist, etc.)?  yes  no

15. A Business Improvement District, Special Assessment District, or other self-taxing district?  yes  no

What is the specified use? \_\_\_\_\_

16. Tax Increment Financing?  yes  no

What is the specified use? \_\_\_\_\_

17. Has a market study of the trade area been completed?  yes  no

Date completed \_\_\_\_\_

18. Describe the ethnic and religious diversity in your community and how these individuals/families and businesses are being integrated into the community.

### OPTIONAL ITEMS TO ATTACH

Examples may include (but are not limited to):	Attachment File Name(s)
• Map showing boundaries of any/all self-taxing districts	
• Map showing boundaries of any/all Tax Increment Financing	

