

Form
PE-605A

TID Project Plan and/or Allocation Amendment Legal Requirements

(created under secs. [60.23\(32\)](#), [60.85](#), and [66.1105](#), Wis. Stats.)

**Due date
December 31**

Email this completed form and required documents to: tif@wisconsin.gov

Important Information

- Clerk must notify the Wisconsin Department of Revenue (DOR) by email, within 60 days of adopting an amendment resolution
- Review the "Amendments" columns on the TID Checklist ([Form PE-109](#))
- TIDs created under sec. 60.85, Wis. Stats. cannot have an allocation amendment, but may have an amended project plan

Section 1: Municipal Information				Amendment Type	
Taxation district <i>(check one)</i> <input type="checkbox"/> Town <input type="checkbox"/> Village <input type="checkbox"/> City Enter municipality →	County	Co-muni code	TID number	<input type="checkbox"/> Project plan only <input type="checkbox"/> Allocation and project plan	
Section 2: Legal Requirements				Dates	
Letters and public hearing notice – date sent to all local government entities with authority to levy taxes on Tax Incremental District (TID) property Town TIDs created under sec 60.85, Wis. Stats. – date sent by first class mail to all local government entities with authority to levy taxes on TID property Submit to DOR: Letters and public hearing notice sent				- -	
Joint Review Board (JRB) notice – date published, 5 days before the meeting (Class 1) (not required for Town TIDs created under sec. 60.85, Wis. Stats.) Submit to DOR: Affidavit verifying newspaper publication date and copy of the actual notice				- -	
Planning Commission public hearing notice – date published, 1 notice, 7 days before the hearing (Class 1) Submit to DOR: Affidavit verifying newspaper publication date and copy of the actual notice				- -	
Planning Commission public hearing – date of public hearing				- -	
Planning Commission resolution – date adopted Submit to DOR: Approved Planning Commission resolution (if adopted) or meeting minutes				- -	
Local Legislative Body resolution – date adopted Submit to DOR: Approved Local Legislative Body resolution and approved amended project plan				- -	
JRB notice (2nd) – date published, 5 days before the meeting (Class 1) (not required for Town TIDs created under sec 60.85, Wis. Stats.) Submit to DOR: Affidavit verifying newspaper publication date and copy of the actual notice				- -	
JRB resolution – date adopted (within 45 days after receiving Local Legislative Body resolution) Town TIDs created under sec. 60.85, Wis. Stats. – date adopted (between 10-45 days after receiving the Local Legislative Body resolution) Submit to DOR: Approved JRB resolution				- -	
Section 3: Retail Percentage					
Will the estimated percentage of territory devoted to retail business exceed 35% at the end of the expenditure period? <input type="checkbox"/> Yes, estimated retail percentage will exceed 35%. Estimated percentage is: ____% <input type="checkbox"/> No, estimated retail percentage will not exceed 35%					
Section 4: Clerk Information					
Name		Phone () -		Email	
Section 5: Individual to Contact for Information					
Name		Title			
Municipality/business name		Phone () -		Email	