

CITY OF SAN ANTONIO

**APPLICATION FOR AD VALOREM TAX EXEMPTION
FOR HISTORICALLY SIGNIFICANT PROPERTY ALREADY CERTIFIED AS IN
NEED OF TAX RELIEF**

VERIFICATION FORM

To be completed by the applicant, signed and filed with the City of San Antonio Historic Preservation Officer prior to hearing by the Historic and Design Review Commission.

DATE: _____ 20 _____

CERTIFICATION DATE: _____ HDRC CASE NO. _____

NAME OF APPLICANT: _____

MAILING ADDRESS: _____

BUSINESS TELEPHONE: _____

NAME (S) OF PROPERTY OWNERS: _____

EXACT LEGAL DESCRIPTION OF PROPERTY AS CONTAINED IN DEED

NCB _____ BLOCK NUMBER _____

LOT(S) NUMBER _____ ZONING _____

COMMON ACCOUNT NUMBER (AS PER BCAD) _____

ADDRESS OF PROPERTY FOR WHICH EXEMPTION IS REQUESTED:

Street Number and Name

Zip Code

1. Documentation: Itemized List of Costs
Final Building Inspection Clearance
(Permits or Certificate of Occupancy)
Final Photos of Rehabilitation Work (including interior, if applicable)

In accordance with City of San Antonio Ordinances No. 52281 and/or 52282, I hereby swear that substantial rehabilitation of the property listed has been completed according to the criteria and standards of the City of San Antonio Historic and Design Review Commission.

I hereby authorize duly constituted representatives of the City of San Antonio to make an investigation of the property in compliance with code requirements.

Signature _____
(Property Owner)

Date _____

Please read the back regarding tax exemption options.

Residential Properties

Residential properties are eligible for two tax exemption options. The first exemption option freezes your City taxes at the pre-improvement value upon verification for ten (10) years. Therefore, your City taxes would be based upon the assessed value of the property before commencement of the rehabilitation. The other exemption choice calls for the payment of zero City taxes for five (5) years and, then, for the subsequent five (5) years taxes, will be based upon 50% of the newly assessed value of the property.

Please select which of the two options you would prefer:

_____ **10 Year Tax Freeze**

_____ **5 Zero/ 5 Fifty**

Commercial Properties

Commercial properties are eligible for the exemption choice that calls for the payment of zero City taxes for five (5) years and, then, for the subsequent five (5) years taxes, will be based upon 50% of the newly assessed value of the property.

Upon approval of the Verification by the Historic Design Review Commission, the Office of Historic Preservation staff will notify the Bexar County Appraisal District of the approved exemption and option you have selected. Tax exemptions are effective on January 1st of the year following the HDRC verification.