



TAX CERTIFICATION FORM

Print Form

CITY OF SAN ANTONIO

OFFICE OF HISTORIC PRESERVATION
1901 S. ALAMO, SAN ANTONIO, TEXAS 78204
P: 210.215.9274 E: OHP@SANANTONIO.GOV

DATE RECEIVED

To be completed by the applicant, signed, and filed with the City of San Antonio Historic Preservation Office prior to hearing by the Historic and Design Review Commission (HDRC). An HDRC Application must be filled out and submitted along with this form.

Property Address: Zip Code

Property Owner: Phone Number:

Parcel ID: NCB Block Lot Zoning

BCAD Account Number:

Latest value of property as assessed by the Bexas Appraisal District

Year Land Value Improvements Total

Applicant: Phone Number:

Mailing Address:

E-mail Address:

- Documentation Required:**
- One set of complete plans for restoration and rehabilitation
 - Statement of expected costs of improvements
 - The projected time schedule for restoration/rehabilitation

Proposed use: Commercial Residential

The property identified above is in need of tax relief as set forth in City of San Antonio Ordinance No. 52281 and 52282. The historic significance of said property is certified by the signature below, together with other documents covering the proposed restoration and rehabilitation. By providing your signature below, you consent to allow designated officials to view your property records.

SIGNATURE OF PROPERTY OWNER

DATE

**This completed form and required documents are to be submitted in person to 1901 S. Alamo
See reverse side regarding the tax exemption process**

Substantial Rehabilitation Tax Exemption Process

1. Submittal of Certification application.
2. Approval of Certification and project plans by the Historic and Design Review Commission (HDRC).
3. Completion of rehabilitation construction according to plans approved by HDRC.
4. Submittal of Verification application. For residential properties, choose exemption option: "tax freeze" or "5 zero/5 fifty"
5. Site visit by Office of Historic Preservation (OHP) staff member to verify that completed work matches the plans that were approved by HDRC.
6. Approval of Verification by HDRC.
7. OHP staff notifies the Bexar County Appraisal District of approved exemption.
8. Tax exemptions are effective on January 1 of the year following HDRC verification.