



# APPLICATION FOR HERITAGE TAX EXEMPTION

## HERITAGE COMMISSION

### CITY OF PLANO



**Part 1: Information of the property for which you are seeking an exemption**

Address, City, State, Zip Code Historic Name/Current Name

Legal Description (Information can be accessed at [www.collincad.org](http://www.collincad.org) or [www.dentoncad.com](http://www.dentoncad.com)) Property ID

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|--|---|
| Located within a Heritage District and/or Individually Designated:<br>Haggard Park <input type="checkbox"/> Downtown <input type="checkbox"/> Individually Designated <input type="checkbox"/> | Primary Use:<br>Residential <input type="checkbox"/> Non-Residential <input type="checkbox"/> |
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**Part 2: Information of the property owner and person preparing the application**

Property Owner Name Individual  Partnership  Corporation  Other

Address, City, State, Zip Code

Property Owner's Email Property Owner's Phone

Application Preparer's Name Application Preparer's Phone

**Part 3: Application deadline and other important information**

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| <ul style="list-style-type: none"> <li>In order to claim Heritage Tax Exemption, this application must be completed and submitted with the Planning Department before <u>January 1<sup>st</sup></u> of the taxing year for which an exemption is requested.</li> <li>This application will be valid until the property is denied an exemption for current tax year or, the owner provides a written notice that he no longer wishes to participate in the program.</li> <li>If the property ownership changes on a currently exempt property, the new owner may request extension of the tax exempt status for the remainder of the year that has been approved. However, a new application will be required to be filed for the following assessment year.</li> </ul> | <ul style="list-style-type: none"> <li>The exemption applies to the property improvements value only and does not include the land value. The percentage is based on the following classifications:<br/>                     Class A – Individually designated heritage resources occupied exclusively for residential purposes - <b>100%</b><br/>                     Class B – Individually designated heritage resources occupied in whole or part for purposes other than residential - <b>50%</b><br/>                     Class C – Contributing structures located within a Heritage District which are occupied exclusively for residential purposes - <b>75%</b><br/>                     Class D – Contributing structures located within a Heritage District which are occupied in whole or part for purposes other than residential - <b>38%</b> </li> </ul> |
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**Part 4: Read, sign and date**

I hereby attest that the requirements of the Heritage Preservation Ordinance, Sections 16-101 et seq. of Article VI, Chapter 16 of the City Code and the provisions of Section 20-55 of Article II, Chapter 20 of the City Code concerning the preservation and maintenance of the subject structure were fully satisfied as of January first of the application year. Members of the Heritage Commission and their supporting City of Plano staff may visit and inspect the historic structure and books and records as necessary to certify whether or not the structure is being preserved and maintained as required by Division 3, Article II, Chapter 20 of the City Code and determine what new construction or modifications have been completed. I have also read and fully understand the Heritage Commission Tax Exemption Policy and the implications therein stated for not adhering to the established maintenance standards.

Owner/Application Preparer's Signature Date