



APPLICATION FOR HISTORIC LANDMARK TAX EXEMPTION

HISTORIC LANDMARK PRESERVATION COMMISSION

Case No. _____

DIRECTIONS

PLEASE PRINT IN INK OR TYPE. Applications must be complete prior to submission. Please refer to Chapter 28, Article X of the zoning ordinance for information on Historic Landmark Tax Exemption. A copy of the ordinance is available from the Department of Planning Services, or at <http://www.municode.com>. Contact Planning Services with your questions:

Phone 254-750-5650
FAX 254-750-1605

E-Mail planning@ci.waco.tx.us

APPLICANT NAME:			
STREET		CITY	
STATE		ZIP	
MAILING ADDRESS:			
PHONE:	FAX:	E-MAIL:	
LOCAL PROPERTY ADDRESS:			
LOT		BLOCK	
ADDITION			
LEGAL DESCRIPTION OF PROPERTY:			

REQUIRED ATTACHMENTS

1. Tax Certificate from the McLennan County Appraisal District stating that taxes and other assessments to the property are current.
2. Proof of title to the property proposed for certification.
3. Complete set of final plans for the improvement. (Include signage for commercial properties.)
4. Statement of costs for the renovation and/or restoration and the assessed value of the building.
5. Projection of the estimated construction time and predicted completion date.
6. Detailed statement of the proposed use of the property.
7. Additional information that the owner deems useful or which the Commission may find useful in determining eligibility.
8. Written agreement to maintain, for the duration of the tax exemption, the certified property in accordance with the Secretary of the Interior's *Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings*, and the Standard Building Code, Chapter 1, Section 101.6.

APPLICATION SUBMISSION:

By Mail: City of Waco Planning Services
POB 2570
Waco, Texas 76702-2570

In Person: Dr. Mae Jackson Development Center
401 Franklin Avenue

In signing this application, I hereby swear that the information stated above is true and correct to the best of my knowledge and belief. I further swear that I will abide by all laws, ordinances, and regulations governed by the City of Waco and the State of Texas.

Case No. _____

Signature of Applicant _____

Date: _____

SWORN TO AND SUBSCRIBED BEFORE ME this ____ day of _____, 20____.

NOTARY _____