



Lockhart TEXAS

HISTORIC PROPERTY PRESERVATION TAX ABATEMENT APPLICATION

(512) 398-3461 • FAX (512) 398-3833
P.O. Box 239 • Lockhart, Texas 78644
308 West San Antonio Street

APPLICANT / PROPERTY OWNER

NAME: _____ ADDRESS: _____
DAY-TIME TELEPHONE: _____
E-MAIL: _____

PROPERTY

ADDRESS OR GENERAL LOCATION: _____
LEGAL DESCRIPTION (IF PLATTED): _____
SIZE: _____ SQUARE FEET OR _____ ACRE(S) ZONING CLASSIFICATION: _____

HISTORICAL SIGNIFICANCE

BUILDER/ARCHITECT (IF KNOWN): _____
DATE OF ORIGINAL CONSTRUCTION (IF KNOWN): _____
CITY, STATE, OR NATIONAL HISTORIC DESIGNATION(S) (IF ANY): _____
HISTORICAL NAME(S) OF BUILDING(S) (IF KNOWN): _____

PROPERTY OWNER AUTHORIZATION

TO THE BEST OF MY KNOWLEDGE, THIS APPLICATION AND ASSOCIATED DOCUMENTS ARE COMPLETE AND CORRECT, AND IT IS UNDERSTOOD THAT I OR ANOTHER REPRESENTATIVE SHOULD BE PRESENT AT ALL PUBLIC MEETINGS CONCERNING THIS APPLICATION.

IF THE APPLICATION IS NOT SUBMITTED BY THE PROPERTY OWNER OF RECORD, A LETTER AUTHORIZING THE APPLICANT TO ACT ON THE PROPERTY OWNER'S BEHALF IS REQUIRED, AND MUST BE SIGNED AND DATED BY THE PROPERTY OWNER. AN EMAILED AUTHORIZATION FROM THE PROPERTY OWNER TO THE PLANNING DEPARTMENT IS ALSO ACCEPTABLE.

**PLEASE NOTE THAT A CERTIFICATE FOR ALTERATION MUST BE APPROVED BY THE HISTORICAL PRESERVATION COMMISSION, PRIOR TO APPROVAL OF THE REQUESTED TAX ABATEMENT.*

SIGNATURE OF PROPERTY OWNER: _____

PRINTED NAME: _____ DATE: _____

SUBMITTAL REQUIREMENTS

PLEASE ATTACH THE FOLLOWING INFORMATION TO THE APPLICATION:

1. AN AFFIDAVIT BY THE OWNER DESCRIBING THE HISTORICAL SIGNIFICANCE OF THE STRUCTURE(S) IN NEED OF TAX RELIEF, INCLUDING ANY RELEVANT OR USEFUL INFORMATION REGARDING THE HISTORY OF THE STRUCTURE(S) (HISTORICAL PHOTOGRAPHS, NEWSPAPER ARTICLES, ARCHITECTURAL DRAWINGS, ETC.)
2. A PLAN AND DETAILED WRITTEN DESCRIPTION OF THE IMPROVEMENTS, ENHANCEMENT, REHABILITATION, AND/OR PRESERVATION ("WORK") FOR WHICH TAX ABATEMENT IS REQUESTED.
3. A SITE PLAN SHOWING THE TYPE, NUMBER, AND LOCATION OF ALL EXISTING IMPROVEMENTS ON THE PROPERTY (PRIMARY AND ACCESSORY BUILDINGS, FENCES, SIGNS, ETC.)
4. A COPY OF THE LAST PAID TAX RECEIPT, AN ITEMIZED STATEMENT OF THE CURRENT ASSESSED PROPERTY VALUE, AND A COPY OF THE PROPERTY'S CURRENT APPRAISAL CARD AND PROPERTY TAX RECORD ON FILE AT THE CALDWELL COUNTY APPRAISAL DISTRICT.
5. AN ITEMIZED STATEMENT OF THE COSTS FOR THE PROPOSED WORK AND ESTIMATED PROPERTY VALUE UPON COMPLETION.
6. A SCHEDULE OF THE ESTIMATED CONSTRUCTION TIME WITH START AND COMPLETION DATES OF THE PROPOSED WORK.
7. A DETAILED STATEMENT OF THE CURRENT AND PROPOSED USE OF THE PROPERTY.
8. IF NOT PLATTED, A METES AND BOUNDS LEGAL DESCRIPTION OF THE PROPERTY.
9. **APPLICATION FEE OF \$200.00**, PAYABLE TO THE CITY OF LOCKHART.

OFFICE USE ONLY

CASE NUMBER: TA- _____ - _____ ACCEPTED BY: _____

DATE SUBMITTED: _____ RECEIPT NUMBER: _____

HISTORICAL PRESERVATION COMMISSION INITIAL SITE INVESTIGATION DATE: _____

HISTORICAL PRESERVATION COMMISSION MEETING DATE: _____

HISTORICAL PRESERVATION COMMISSION RECOMMENDATION: _____

CITY COUNCIL MEETING DATE: _____

CITY COUNCIL DECISION OF ELIGIBILITY: _____

APPLICANT SWORN STATEMENT OF COMPLETION – DATE SUBMITTED: _____

HISTORICAL PRESERVATION COMMISSION FINAL SITE INVESTIGATION DATE: _____

HISTORICAL PRESERVATION COMMISSION APPROVAL DATE: _____

CITY NOTIFICATION TO APPRAISAL DISTRICT – DATE: _____