

**VILLAGE OF GREENHILLS
COMMUNITY REINVESTMENT AREA APPLICATION
FOR RESIDENTIAL PROJECTS**

1. Address of subject property: _____
Name of real property owner(s): _____ Phone: _____
2. Address of real property owner: _____
3. **New Construction** or **Renovation** of existing dwelling (circle one)
Owner-Occupied or **Rental** (circle one) If Rental, number of dwelling units: _____
4. Hamilton County Auditor Parcel ID #: _____

PLEASE COMPLETE AND SUBMIT THE FOLLOWING FOR PROPERTY RENOVATION:

- Brief description of work:

- A copy of all closed Building Permit(s) and/or the Certificate of Occupancy issued for the work claimed.
- Total cost of improvements: \$ _____ -- Include documentation to support cost of improvements:

IMPROVEMENTS THAT INCREASE TAXABLE VALUE ARE:

- ✓ Improvements to the house itself
- ✓ Addition of a garage OR improvements to an existing garage
- ✓ Installation of in-ground pool, decks, and patios
- ✓ Any improvement that makes a building more structurally sound, more habitable, or any improvement that enhances/strengthens the structure
- ✓ Vinyl siding, windows, gutters and painting may improve the condition of the house *but may not* increase the taxable value of the property.

IMPROVEMENTS THAT DO NOT QUALIFY:

- ✓ Landscaping, retaining walls, driveways and the like do not qualify for the exemptions.

You must document at least:

- \$2,500.00 in expenses for the remodeling of a 1 or 2 unit building.
- \$5,000.00 in expenses for the remodeling of a building with 3 units.

Three acceptable examples of documentation are:

- a. A notarized list identifying the general categories of the work completed, the date the work was completed, and each category's expense. A labor cost for your own work can also be included.
- b. The Affidavit of the draw payments of the construction contract. (Please ensure that the affidavit includes a description of the work completed).
- c. HUD Settlement Statement of any bank loan.

Copy of the property tax bill from the Hamilton County Auditor's Office. If your taxes are escrowed, please submit the parcel information tax card that can be found on the Auditor's website: www.hamiltoncountyauditor.org

PLEASE SUBMIT THE FOLLOWING FOR NEW CONSTRUCTION:

The final Certificate of Occupancy

Settlement Statement of the bank loan or a notarized list identifying the general categories of the work completed, the date the work was completed, and each category's expense.

Please note:

- The tax exemption begins when the application is approved. *The exemption is NOT retroactive from the date of improvement.*
- **Exemption value is determined by the Hamilton County Auditor's office.** You will receive a letter from the Auditor's Office after the Auditor's appraisal has been completed. This can take several months.
- An increase or decrease in taxes during the abatement period may result when voted changes in tax rates, state-mandated reappraisals, or updates reflecting neighborhood trends are adopted.
- The Housing Officer may revoke the tax exemption any time after the first year if the property has building code violations.
- Any person denied tax exemption by the Housing Officer may appeal in writing to the Community Reinvestment Area Housing Council, which shall have the right to overrule any decision of a Housing Officer. Appeals from a decision of the Housing Council may be taken to the Court of Common Pleas.
- The Greenhills Village Council may rescind the ordinance granting tax exemptions at their discretion.

I declare under the penalties of falsification that this application, including all accompanying documents and statements, has been examined by me, and to the best of my knowledge and belief are true, correct, and complete.

Date

Signature of Property Owner(s)

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| <p>Send Application to: Village of Greenhills 11000 Winton Road – Greenhills, OH 45218</p> |
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