

Harris County Historic Site Tax Exemption

This application, including outline for impact statement, should be filed no less than 90 days prior to the beginning of construction or the installation of equipment. This application will become part of the Tax Exemption Agreement and any knowingly false representations will be grounds for the voiding of the agreement. An original copy of this request should be submitted to Harris County Community Services Department, Office of Economic Development, 8410 Lantern Point Drive, Houston, TX 77054.

Part I - Applicant Information

Application Date ____/____/____

Company Name: _____ Telephone #: _____

Address: _____ City: _____ State: _____ Zip: _____

Number of Employees: _____ Annual Sales: _____ State Incorporated in: _____

Houston/Harris County Address: _____ Zip: _____

Telephone #: _____ Number of Employees: _____ Years in Harris County: _____

Legal Counsel Name: _____ Contact: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone #: _____

Corporation Partnership Proprietorship

Attach a description of the Applicant Company, including a brief history, corporate structure, and business plan and annual statement, if available.

Part II - Project Information

Project Location Address: _____ City: _____ Zip: _____

Legal Description (attach a Plat Survey and Metes and Bounds description):

_____ County: _____

School District: _____ College District: _____

Tax Acct. Numbers: _____

Attach map showing project location and any additional information i.e., historic pictures and proposed restoration depictions

Project Description: Restoration and New Construction Restoration Only

Attach statement fully explaining project, describe existing site and improvements, describe all proposed improvements and provide list of improvements and equipment for which exemption is requested.

Has an Application for Historic Site Designation been made with Harris County Historical Society or with the City of Houston? Yes No Designation Date: _____

By: _____

Site Development

Primary Utilization of Facility:

Hotel Entertainment Restaurant Mixed Use
 Office Bldg. Retail Low-Income Housing

Describe primary utilization of Facility: _____

Describe market target, and provide market studies, business plans, or other materials demonstrating economic feasibility of the facility.

PART III - ECONOMIC INFORMATION

Construction Estimate:

Start Date: ____/____/____ Completion Date: ____/____/____ Contract Amount: \$_____

Peak Construction Jobs: _____ Construction Man-Years: _____

Economic Life of Facility

Estimated current economic life of structure: _____years Added economic life from modernization: _____

Permanent Job Creation/Retention:

Current employment:_____ Jobs to be Retained:_____ Jobs created at opening:_____ Opening: 20_____

Estimated Appraised Value On Site	Land	Improvements	Personal Property
Value on January 1 preceding exemption			
Estimated value of new eligible investment			
Estimated value of properties not subject to exemption			
Estimated value of property subject to ad valorem tax at end of exemption period			

Company Representative to be Contacted:

Name: _____

Signature: _____

Title: _____

Telephone #: _____

Email address: _____

Authorized Company Official:

Name: _____

Signature: _____

Title: _____

Telephone #: _____

Email address: _____

Lead Contact:

Name: _____

Title: _____

Company: _____

Telephone #: _____

Email address: _____

**Outline for Impact Statement of
Historic Site Restoration Exemption Proposal**

I. Introduction of the Company

- a. Who you are
- b. What you do
- c. Where you do it
- d. When, where you started
- e. State of incorporation
- f. Officers in the company
- g. Provide copy of annual report/submission to Dun & Bradstreet or other Credit Reporting Agency

II. Reasons for seeking exemption. Include any special considerations.

III. Describe the project

- a. Facts about the proposed site (acreage, cost, location, ownership).
- b. Type and value of proposed improvements (budget, list of fixed in place equipment to be included in the project).
- c. Project timeline--construction start date and end date.
- d. Environmental impact information must be provided
- e. All other governmental assistance/incentives being requested or already approved for the project.

IV. Jobs

Provide information on the projected job creation associated with the project, including: (1) new employee needs; e.g. skilled vs. non-skilled, level of education, experience, etc; (2) proposed pay scale; (3) any training which the company will provide to its new employees; and (4) upward mobility opportunities, career tracks, etc. available to less educated and experienced workers.