



Louisville-Jefferson County Metro Government
Department of Codes and Regulations
Metro Development Center
 444 South Fifth Street, Suite 100, Louisville, KY 40202-4314
 Telephone: (502) 574-3321 Fax: (502) 574-4356

APPLICATION FOR ASSESSMENT/REASSESSMENT MORATORIUM CERTIFICATE

IMPORTANT: Read the "Tax Assessment Moratorium Program, Description" on back of this form prior to completing this application.

OWNER INFORMATION

Name:		Phone:	
Mailing Address:			
City:		State:	
		Zip:	

PROPERTY AND PROJECT INFORMATION

Address:			
Building Type:	<input type="checkbox"/> Commercial <input type="checkbox"/> Residential	Age of Building	
Current or Assessed Value:	\$	Project Value:	\$
Historic*:	<input type="checkbox"/> Yes <input type="checkbox"/> No	LEED Certified:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Project Start:	/ /	Project Completion:	/ /
General Description**			
Commercial Properties statement***			

AFFIDAVIT AND OATH

I, _____ hereby swear (affirm) under penalty of perjury that I (we) am (are) the owner(s) of the property for which this assessment moratorium is sought and that all information contained in this application is true and correct.

_____/_____/_____
 Signature of Applicant Date

OFFICIAL USE ONLY DO NOW WRITE BELOW THIS LINE

PVA Appraisal of Current Value:	\$	Date:	
PVA Appraiser:			
Fee Waiver Approved:	<input type="checkbox"/> YES <input type="checkbox"/> NO	Date:	



Louisville – Jefferson County Metro Government

CONSTRUCTION REVIEW DIVISION

DEPARTMENT OF CODES AND REGULATIONS

444 S. 5th Street – Louisville, KY 40202

Phone: 502.574.3321 Web: louisvilleky.gov/construction-review/

Tax Assessment Moratorium Program, Description: Louisville Metro Government’s Property Assessment and Reassessment Moratorium Program encourages the repair, rehabilitation, restoration, or stabilization of qualifying structures located in the Louisville Metro area. Under the program, owners of qualified commercial or residential property may be eligible for a moratorium (or a freeze) on a portion of local taxes for a period of five (5) years depending on the location of the property.

No moratorium certificate will be issued on a property in which there are delinquent Metro tax bills.

Qualifying Structures and Improvements: To be eligible the structure must be at least 25 years old and the improvement must comply with one of the following:

Existing residential and commercial structures that are at least 25 years old may qualify for a reassessment moratorium if:

- The costs of the enhancements made to the structure to repair, rehabilitate, restore or stabilize it is equal to at least 25% of the value of the improvements on the property based on the latest assessment made by the Jefferson County Property Valuation Administrator; or
- The cost of the enhancements made to the structure to repair, rehabilitate, restore or stabilize it is equal to at least 10% of the value of the Improvement on the property based on the latest assessment made by the Jefferson County Public Valuation Administrator and the property is located within a “Qualified Census Tract” (QCT), designated by the United States Department of Housing and Urban Development, where at least 50% of households have an income less than 60% of the Area Median Gross Income in Jefferson County; or
- The cost of the enhancements made to the owner-occupied structure to repair, rehabilitate, restore or stabilize it is equal to at least 5% of the value of the Improvement on the property based on the latest assessment made by the Jefferson County Property Valuation Administrator and the property is located within a qualifying traditional urban neighborhood (Algonquin, California, Chickasaw, Park Duvalle, Park Hill, Parkland, Portland, Russell, Shawnee, Shelby Park, Smoketown Jackson).
- The qualifying property will, at the conclusion of the plan of improvement, be an LEED Certified property based on the Leadership in Energy and Environmental Design standards in effect at the time of application.

Application for the Tax Moratorium: Application shall be completed and submitted to the Construction Review Division of Codes and Regulations. The application must be made at least 30 days BEFORE any construction work on the property is begun. The 30-day time frame allows the PVA time to inspect and value the property in its “as-is” condition. The application must be complete and fee paid at time of application. Application shall include:

- ** General description – the physical property, its proposed use, and nature & extent of the restoration, repair, rehabilitation, or stabilization
- Proof that the property is at least 25 years old
- * If the building is listed on the National Register of Historic places, is on the survey of Historic Sites in Kentucky, is in a local Preservation District or is designated a local Landmark then a certificate of approval from the Louisville/Jefferson County Metro Historic Landmarks and Preservation Districts Commission is required and must accompany the application.
- *** If the Property is Commercial then provide a descriptive list of the fixed building equipment which will be part of the facility and a statement of economic advantage including expected construction employment.
- If seeking qualification based on LEED certification a copy of the registration of the building with the Green Building Certification Institute shall accompany the application.
- Application Fee = \$40.

Issuance of the Tax Moratorium Certificate: The applicant has 2 years to complete the work but extensions not exceeding 2 additional years in total may be granted if needed. Upon completion of the work the applicant shall notify Construction Review. Construction Review staff will conduct an on-site inspection of the property to confirm that the improvements have been completed as proposed and will then certify same PVA. PVA will then issue the moratorium certificate to the applicant. The 5 year moratorium will become effective on the next assessment date, January 1, following the issuance of the moratorium certificate.