



CITY OF KAUFMAN HOME IMPROVEMENT INCENTIVE PROGRAM

Applicant Information

Project Address: _____ PID #: _____

Property Owner(s): _____

Contact Phone: _____

Email Address: _____

Mailing Address (If different than Project Address): _____

Please describe the proposed home improvements, modifications or remodeling in detail.*

Please detail the estimated project costs and attach any written estimates or other applicable documentation. Approved construction costs must total at least \$20,000.*

***Attach additional sheets, surveys, or photographs as necessary to complete the required information.**

ELIGIBILITY REQUIREMENTS

All residential property zoned single-family is eligible for participation in the program. Projects for home improvements, modifications or remodeling of single-family residences are eligible for the incentive provided the certified construction costs of the project are a minimum of \$20,000. The project must be completed within twenty-four (24) months after approval by the City as an eligible project for participation in the program. The property owner will be required to consent to periodic inspections by the City as the project is constructed. Property owners or persons who are delinquent in payment of property taxes or other fees owed to the city are ineligible to participate in the program.

APPLICATION AND REVIEW PROCESS

In addition to this application, the property owner will be required to provide such information as the City staff may reasonably require to verify the costs incurred for the project. The Director of Development Services or designee shall review the application and determine whether the proposed project qualifies for the incentive program and determine the amount of the project costs (Must total at least \$20,000). The Director of Development Services or designee shall review a completed application within fifteen (15) business days after

submission. If an application is incomplete or if additional information is required, the Director of Development Services or designee shall notify the Property Owner accordingly. The Property Owner shall provide a complete application and provide all requested information within the stated time period or the application shall be deemed withdrawn. The Director of Development Services or designee shall notify the Property Owner in writing if the application is denied or approved, and if approved, the amount of the Approved Project costs, as well as provide the required Incentive Agreement. The Property Owner shall be required to execute and return the Incentive Agreement and W9 Form within fifteen (15) business days after receipt from the City.

INCENTIVE PAYMENT

A one-time incentive equal to 10 times the amount of the increase in city (maintenance & operations) taxes will be paid to the homeowner at the time of application based on the property's pre-construction and post-construction appraised value. The appraisal district will determine the home's certified value. The incentive will be paid to the applicant pursuant to the economic development agreement on April 1 of the first full calendar year after completion of the approved project.

Example

Assume that a home improvement project is completed in June, 2018. Further assume that the 2019 property taxes increased \$300 above the 2018 property taxes as a result of the increase in the taxable value of the improvements. The total incentive would be \$3,000 and would be paid on April 1, 2020.

The following questions and signatures are required:

I certify that none of the above mentioned work has commenced prior to submitting this application. Yes

I agree to obtain building permits for all work as required by the City's Code of Ordinances. Yes

I grant the City of Kaufman permission, without restriction, to use photographs of this project for promotional purposes which includes but is not limited to the City's website, Facebook, Twitter, local newspapers and brochures. I understand that my name or address will not be used in any photo captions or text unless written permission has been received. No Yes

NOTE: Your incentive payment may result in federal income tax consequences. You should consult your own tax advisor. All or a portion of your incentive payment may constitute taxable income regardless of whether you receive a Form 1099-Misc from the City. If the amount of your incentive payment is \$600 or more, you may receive Internal Revenue Service Form 1099-MISC from the City.

By my signature, I certify that all information submitted on this application is true and correct. I also certify that I have reviewed the eligibility requirements and that the project described above meets those requirements. I further certify that I have reviewed the application and review process and agree to comply with its requirements.

Property Owner Signature (1)

Date

Property Owner Signature (2)

Date

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KCAD Appraisal Value (Print Out): _____ KCAD Current Appraisal Value: _____

Outstanding Liens: _____ Outstanding Water: _____ Outstanding Court: _____

Taxes Paid On Current Property: _____ Taxes Paid On Other Properties: _____

Project approved: Yes No Approval Date: _____

Director of Development Services or designee

Date

CHECK LIST

- | | |
|--------------------------|---|
| <input type="checkbox"/> | Application is filled out completely. |
| <input type="checkbox"/> | Application has signatures of all property owners. |
| <input type="checkbox"/> | Print out from www.kaufmantax.net showing all the taxes have been paid: |
| <input type="checkbox"/> | Taxes for the property for this application is current. |
| <input type="checkbox"/> | Taxes for any other property, by the same owner, located inside the city is current. |
| <input type="checkbox"/> | Proposed bids and cost estimates. |
| <input type="checkbox"/> | Any of the items to clearly show the work that is being proposed. |
| <input type="checkbox"/> | Floor plans |
| <input type="checkbox"/> | Pictures of areas to be improved. |
| <input type="checkbox"/> | Proposed drawings of work to be done. |
| <input type="checkbox"/> | Surveys |
| <input type="checkbox"/> | Site Plan |