



# **HISTORIC PRESERVATION BOARD**

## **BOWLING GREEN HISTORIC TAX MORATORIUM PROGRAM**

The Tax Moratorium is an economic incentive program providing tax abatement to owners of rehabilitated residential or commercial properties within the city limits of Bowling Green, KY. This incentive is in the form of a five-year tax moratorium on city real estate taxes on the rehabilitated portion of the property.

### ***Who is Eligible?***

Any individual property owner, corporation or business owner located in a historic district.

### ***What Properties are Eligible?***

Residential or commercial buildings that are at least 50 years old, located within the city limits of Bowling Green.

### ***When Should the Owner Apply?***

The owner must apply before rehab project begins.

### ***Are there costs involved?***

There is no cost for this program.

### ***What is the Period for Completing the Work?***

The owner has two years to complete the rehabilitation project.

### ***What Taxes does this Moratorium Effect?***

Abatement applies to city portion of property taxes only—not school, county, or other taxes.

### ***Where can I get more information about property taxes or this program, in general?***

Contact the City-County Planning Commission or Judy Nash with the City of Bowling Green.

## **PROCEDURE**

1. File application with the Historic Preservation Board c/o the City-County Planning Commission of Warren County KY thirty (30) days before starting rehabilitation work.
2. Property Valuation Administrator then will assess the property prior to rehabilitation work.
3. Applicant has two years to complete the rehabilitation.
4. Upon completion of rehabilitation, the City-County Planning Commission Staff conducts an on-site inspection of the property and issues a Moratorium Certificate Compliance which is sent to the City of Bowling Green.
5. After moratorium expires in five years, the Property Valuation Administrator reassesses the property at full value.

### **SEND APPLICATION TO:**

Bowling Green-Warren County Historic Preservation Board  
c/o City-County Planning Commission of Warren County KY  
1141 State Street, Bowling Green, KY 42101  
(270) 842-1953

**BOWLING GREEN HISTORIC TAX MORATORIUM PROGRAM**

Name/Property Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Exact or estimated date of construction: \_\_\_\_\_

Builder/Architect/Designer: \_\_\_\_\_

Estimated dates of significant changes (i.e. replaced windows, replaced porch, additions, vinyl/aluminum siding)  
Change Date

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*(If you need more room, please continue on a separate sheet of paper.)*

Please list outbuildings and their estimated dates of construction (i.e. garages, sheds, outhouses, smoke houses, guest houses, well houses, barns, etc.)

Outbuilding Date

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*(If you need more room, please continue on a separate sheet of paper.)*

Please relate any history you know about the building, its builder/designer, its occupants, or related events.

Commonwealth of Kentucky  
REVENUE CABINET  
Department of Property Taxation

APPLICATION FOR ASSESSMENT MORATORIUM CERTIFICATE

NOTE:  
This form must be filed with the proper administering agency of the county in which property is located 30 days prior to restoration or repair.

County: Warren County

Date Submitted: \_\_\_\_\_

1. Name(s) and mailing address of owner-applicant(s) in whose name title is vested:

\_\_\_\_\_  
\_\_\_\_\_

2. Location and description of property: (Please use additional paper if necessary.)

Commercial       Residential

a. Location \_\_\_\_\_

b. Age of property \_\_\_\_\_

c. General description of property \_\_\_\_\_

d. General description of proposed use \_\_\_\_\_

e. Time schedule for completion of project \_\_\_\_\_

f. If commercial, also list the fixed building equipment and a statement of the economic advantages expected from the moratorium and construction employment \_\_\_\_\_  
\_\_\_\_\_

g. General description of proposed work: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

h. Applicant's estimate of Total Costs of rehabilitation or repair \$ \_\_\_\_\_

i. Applicant's estimate of fair cash value of property as of the date of application \$ \_\_\_\_\_

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

RESERVED FOR OFFICIAL USE

This application is  approved  disapproved

Bowling Green-Warren County Historic Preservation Board

\_\_\_\_\_  
Agent of Authorized Agency

\_\_\_\_\_  
Date

Property Valuation Administrator's Appraisal \$ \_\_\_\_\_

\_\_\_\_\_  
Date

## PROGRAM EXPLANATION

1. Section 172B of the Kentucky Constitution provides:
  - The general Assembly may provide by general law that the governing bodies of county, municipal, and urban-county governments may declare property assessment or reassessment moratoriums for qualifying units of real property for the purpose of encouraging the repair, rehabilitation, or restoration of existing improvement thereon. Prior to the enactment of any property assessment or reassessment moratorium program, the General Assembly shall provide or direct the local governing authority to provide property qualification standards for participation in the program and a limitation on the duration of any assessment or reassessment moratorium. In no instance shall any such moratorium extend beyond five years for any particular unit of real property and improvements thereon.
2. "Assessment or reassessment moratorium" means the act of deferring the added value of the improvements from the taxable assessment of qualifying units of real property for a maximum period of five (5) years.
3. "Local Government" means a county, municipal, or urban-county government.
4. Qualifying Units:
  - "Commercial Facility" – Any structure the primary purpose and use of which is the operation of commercial business enterprise and which is twenty-five (25) years old or older.
  - "Existing Residential Building"—A residential building which has been in existence for at least twenty-five (25) years and use of which is to provide independent living facilities for one (1) or more persons.
5. "Effective Date"—The assessment or reassessment moratorium shall become effective on the assessment date next following the issuance of the moratorium certificate by the administering agency.
6. Procedure for Assessment or Reassessment Moratorium:
  - An application shall be filed with the proper administering agency thirty (30) days prior to restoration or repair.
  - Once the application is approved, it is sent to the property valuation administrator who will make an appraisal of subject property at its fair cash value as of the date of the application.
  - The applicant shall have two (2) years in which to complete the improvements unless granted an extension by the administering agency. In no case shall it be extended beyond two (2) additional years.
  - Any application for a moratorium not acted upon shall be void two (2) years from the date of application and shall be removed from the files.
  - The applicant shall notify the administering agency when the repair, rehabilitation, or restoration is completed.
  - Once the administering agency is notified of completion, it shall conduct an on-site inspection of the subject property for purposes of verifying improvements and then shall issue the moratorium certificate to the applicant which will be good for five (5) years only to those local governments that have adopted or created a moratorium program. (See "Effective Date")
7. An assessment or reassessment moratorium certificate may be transferred or assigned by the holder of the certificate to a new owner or lessee of the property.
8. Statutes, which deal with assessment or reassessment moratorium, include KRS Chapter 99, KRS 132.010, and KRS 132.190.