

**MONTGOMERY**  
**County**  
**Neighborhood**  
**Revitalization Plan**  
**and**  
**Development**  
**Incentive**  
**2018 – 2021**

# **PURPOSE OF NEIGHBORHOOD REVITALIZATION**

The plan is intended to promote the revitalization and development of Montgomery County by stimulating new construction and the rehabilitation, conservation or redevelopment of the area in order to protect the public health, safety and/or welfare of the residents of the County by offering certain incentives, which include tax rebates.

## **DESCRIPTION OF NEIGHBORHOOD REVITALIZATION AREA**

The boundary of the Neighborhood Revitalization area includes all areas within the legal boundaries of Montgomery County, except those areas within the corporate limits of any city.

## **VALUATION OF REAL PROPERTY**

Appraised valuation represents a fair market estimate of a property's worth. The approximate appraised valuation of the real estate in the Neighborhood Revitalization Area is:

Land	\$
Buildings	\$ _____
Total Appraised Value	\$

Assessed valuation represents the amount of a property's worth that is taxed. The approximate assessed valuation of the real estate within the Neighborhood Revitalization Area is:

Land	\$
Buildings	\$ _____
Total Assessed Value	\$

## **PROPERTY ELIGIBLE FOR TAX REBATE**

### **Residential Property:**

1. New construction or rehabilitation, alterations and additions to any existing residential/agricultural structure, including the alteration of a single-family home into a multi-family dwelling, shall be eligible.
2. Any property that is exempt from property tax shall not be eligible.

3. Eligible residential property may be located anywhere in the neighborhood revitalization zone area.
4. Subject to eligibility criteria set forth herein.

#### Commercial/Industrial Property/Agricultural:

1. Rehabilitation, alterations and additions to any existing commercial structure used for retail, office, manufacturing, warehousing, institutional or other commercial, agricultural or industrial purposes shall be eligible.
2. Construction of new commercial structures, including the conversion of all or part of a non-commercial structure into a commercial structure used for retail, office, manufacturing, warehousing, institutional, commercial or other commercial or industrial purposes shall be eligible.
3. Improvements to existing or new construction of structures used for public utilities or railroad purposes shall not be eligible.
4. Any property that is exempt from property tax shall not be eligible.
5. Eligible commercial, industrial or agricultural property may be located anywhere in the neighborhood revitalization zone area.
6. Subject to eligibility criteria set forth herein.

## **OWNERS OF RECORD IN THE AREAS**

The owner of record for each parcel of land is listed with the property address in the Montgomery County Appraiser's office.

## **ZONING CLASSIFICATION AND LAND USE**

A zoning classification map for the Neighborhood Revitalization Area, and a current Land Use Map for properties within any zoning districts, are available in the Montgomery County Planning and Zoning Department office.

## **CRITERIA FOR DETERMINATION OF ELIGIBILITY**

**Montgomery County assures that no person shall be discriminated against on the grounds of race, color, national origin, sex, disability, age or low income status as provided by Title VI of the Civil Rights act of 1964, and the Civil Rights Restoration Act of 1987, be excluded from participating in, be denied the benefits of, or be otherwise subjected to discrimination under this program. Every reasonable effort will be made to insure non-discrimination.**

1. Each Plan requires a minimum investment of \$10,000.00 and shall also reflect a minimum of a \$10,000.00 or 10% increase in valuation for residential, commercial/industrial and agricultural classifications. Cost estimates of the proposed investment must be submitted with the application.
2. Construction of an improvement must have commenced on or after August 6, 2018 (the effective date of enactment of the tax rebate program). Construction shall be

completed within two (2) years from the date the application is approved. The year of incomplete construction will not fall under the revitalization rebate plan. The rebates will be in effect after completion of the construction.

3. The applicant shall be the deeded owner of the property listed on the application.
4. Any property that is in the deeded owner's name within Montgomery County and is delinquent in any tax payment and/or special assessment shall not be eligible for any rebate and shall forfeit continuation in the program.
5. No applicant having delinquent real estate, personal or special assessment taxes due to a City, Montgomery County and/or the State of Kansas will be eligible for this program.
6. In the event any such taxes become delinquent during the qualified abatement period, all current and future tax rebates shall be forfeited in full. Escrow payments causing delinquency will not be held against the revitalization requirements.
7. Tax payment due dates are December 20<sup>th</sup> and May 10<sup>th</sup> of each calendar year, and taxes are considered delinquent if paid after those dates. Delinquency will not be held against taxpayer if excluded by the County Treasurer's Office. The County Clerk will verify all taxes due and all denials will review all denied due to delinquent taxes.
8. Prior to the commencement of any construction, the property owner will complete the application. Applications must be received and approved prior to commencement of construction.
9. **Tax rebates are only applicable in the participating taxing units: USD #445, USD #447, Coffeyville Community College, and Montgomery County. USD Capital Outlay taxes will be excluded pursuant to K.S.A. 12-17,115(e) as amended effective July 1, 2017.**
10. Tax rebates will be based on the increase of appraised value due directly to the qualified improvements and/or new construction.
11. Appealing property value does not void the revitalization rebate plan. However, payment under protest will be reviewed pending results from Montgomery County Appraiser.
12. **The tax rebate is non-transferable. A sale or exchange of property to a new owner will cause the property to become ineligible for the tax rebate. Rebates will not be prorated for the year during which the sale or exchange occurred.**
13. **Any property owner receiving a Homestead Refund is disqualified for Neighborhood Revitalization and must be documented on the application.**
14. **Only one rebate application per project may be submitted. The rebate will be based only upon the increased appraised value attributed to the eligible improvement. For purposes of calculating the increase in the appraised value, a base value shall first be established by calculating the average historical appraised value of the parcel for the three (3) tax years immediately preceding the application for rebate. The increase in the appraised value shall be the difference between the base value established in the manner and the appraised value after the eligible improvement is constructed. Unique situations will be reviewed by the County Clerk and County Appraiser to establish base value.**

# TAX REBATE SPREADSHEET

The following table illustrates the refund percentages for Commercial, Residential and Agricultural. Refunds are based on the initial qualified rebate value only, NOT the total tax bill. Rebates will only be refunded from the following municipalities within your taxing unit, which adopted the Neighborhood Revitalization Plan: Montgomery County and taxing units of USD #436, USD #445, USD #446, USD #447, USD #283, USD #461, USD #484, Coffeyville Community College and Independence Community College.

YEAR		YEAR		TAX REBATE
1	100%	6	50%	
2	100%	7	50%	
3	100%	8	50%	
4	100%	9	50%	
5	100%	10	50%	
5% will be credited to the Neighborhood Revitalization Fund to cover administrative costs.				

## APPLICATION PROCEDURE

Applications are available in the County Clerk's Office. Applications shall be submitted with a non-refundable **\$200.00** application fee to the County Clerk's Office.

1. The applicant must complete and submit the application with fee to the County Clerk. The Montgomery County Commission must approve the application prior to commencement of construction. The County Clerk will notify the applicant within fifteen (15) working days with the approval or denial of the project. **THERE WILL BE NO EXCEPTIONS!**
2. The applicant shall file Part 2 of the application with the County Appraiser for any improvement that is completed, certifying the completion of construction. The applicant is required to provide receipts and/or an itemized statement of costs. This documentation is required to be eligible for participation in the Neighborhood Revitalization Program.
3. Preliminary site assessment will be performed for compliance with the Montgomery County Sanitary Code, Montgomery County Flood Plain Regulations and any Land Usage Classifications before construction commences.
4. The County Appraiser will conduct an on-site inspection of the construction project and may take measurements and photographs, etc.
5. The tax rebate, less a 5% administrative fee based on the rebate amount, will be made to the property owner within a thirty (30) day period following the date of tax distribution by the county. The administrative fee will be retained by Montgomery County.

**MONTGOMERY COUNTY NEIGHBORHOOD REVITALIZATION PLAN  
APPLICATION FOR TAX REBATE  
PART 1  
(PLEASE PRINT)**

Owner's Name: \_\_\_\_\_

Daytime Phone #: \_\_\_\_\_

Owner's Mailing Address: \_\_\_\_\_

Unified School District: (Circle One) #436 #445 #446 #447 #283 #461 #484

College: (Circle One) CCC ICC

Parcel Identification # \_\_\_\_\_

(Use the number on your tax statement or call the County Appraiser's Office 620-330-1050)

OR

Legal Description of Property: \_\_\_\_\_

Property Use:

(Check One)  Residential  Commercial  Industrial  Ag

(Check One)  New Building  Remodel  Addition

(Check One)  Rental  Owner-occupied

Building/Zoning Permit Number (if applicable): \_\_\_\_\_

List all Improvements & Associated Costs: (Attached drawings, dimensions and/or estimates)

**Please be specific, as items not included will be taxed at the full rate.**

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

Estimated Date of Completion: \_\_\_\_\_ Materials \$ \_\_\_\_\_ Labor \$ \_\_\_\_\_

**Did you qualify and receive a Homestead Refund from the State of Kansas? Yes No**  
**If so, what is the amount of the refund? \$ \_\_\_\_\_**

I have read and do hereby agree to follow all application procedures and criteria of the Montgomery County Neighborhood Revitalization Plan.

By: \_\_\_\_\_ Date: \_\_\_\_\_

**The non-refundable application fee must accompany this original application when submitted to the Montgomery County Clerk.**

STATEMENT AS OF _____, 20____
Received application & fee of \$_____
By: _____ Date: _____
Montgomery County Clerk

COUNTY APPRAISER'S STATEMENT AS OF _____, 20____
The appraised valuation of this property is:
Land = \$_____
Improvements = \$_____
Total = \$_____
By: _____ Date: _____
Montgomery County Appraiser

COUNTY TREASURER'S STATEMENT AS OF _____, 20____
All taxes for this parcel are: _____ Current & Paid _____ Are Not Current & Unpaid
By: _____ Date: _____
Montgomery County Treasurer

COUNTY COMMISSION'S STATEMENT AS OF _____, 20____
This application is approved / disapproved for the Neighborhood Revitalization Plan.
By: _____ Date: _____
Chairman, Board of Montgomery County Commissioners

**MONTGOMERY COUNTY NEIGHBORHOOD REVITALIZATION PLAN  
APPLICATION FOR TAX REBATE  
PART 2  
CERTIFICATION OF CONSTRUCTION COMPLETION  
(PLEASE PRINT)**

**Must be signed and returned to the Montgomery County Clerk's Office after construction completion. Final cost and a list of any changes from the original application must be included with this form. The owner is required to provide receipts for the construction of the structure or improvement.**

Owner's Name: \_\_\_\_\_

Daytime Phone #: \_\_\_\_\_

Owner's Mailing Address: \_\_\_\_\_

Parcel Identification # \_\_\_\_\_

Date of Completion: \_\_\_\_\_

Total Project Cost: \$ \_\_\_\_\_

I hereby certify that the project applied for under the Montgomery County Neighborhood Revitalization Plan is complete, and all required building inspections have been completed.

Signed by: \_\_\_\_\_ Date: \_\_\_\_\_  
Owner's Signature

The Project has been reviewed & verified to have met all requirements:

Signed by: \_\_\_\_\_ Date: \_\_\_\_\_  
Montgomery County Appraiser

Acknowledgement of Neighborhood Revitalization Project Completion:

Signed by: \_\_\_\_\_ Date: \_\_\_\_\_  
Montgomery County Clerk