

City of Norwich Connecticut

Assessment Deferral Application Package

In accordance with Section 12-65b through 12-65g of the Connecticut General Statutes

10.1.2018



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PROGRAM OVERVIEW

Purpose

The purpose of the Assessment Deferral Program is to stimulate rehabilitation of deteriorated properties within the City and to attract commercial / industrial development, thereby expanding the tax base in Norwich and enhancing the local job market by adding additional employment opportunities.

Incentives

The following programs are available for projects that produce a 35% or greater increase in assessed value:

PROJECT VALUE	DEFERRAL TERM	% DEFERRED
\$25,000 and greater	Not more than 3 years	Up to 50%
\$500,000 and greater	Not more than 2 years	Up to 100%
\$3,000,000 and greater	Not more than 7 years	Up to 100%

Eligible Projects

Real property improvements for (1) office use; (2) retail use; (3) residential use in connection with four or more dwelling units; (4) manufacturing use; (5) warehouse storage or distribution use; (6) structured multilevel parking use, necessary in connection with a mass transit system; (7) information technology; (8) recreation facilities; (9) transportation facilities; (10) mixed-use development, as defined in section 8-13m; (11) use by or on behalf of a health system, as defined in section 19a-508c; and must be consistent with state and local codes and regulations.

Eligible Locations

The entire city of Norwich is designated as a "Rehabilitation Area"

Requirements

Successful applications will demonstrate the following:

1. the project is in a eligible location

Credibility

2. compliance, and continuation to comply, with all applicable federal, state, and local codes and regulations
3. compliance with the American Disability Act (ADA) accessibility regulations
4. developer / owner/ lessee has a good environmental track record
5. developer / owner/ lessee has no delinquent taxes or service charges due the city

Economic Impacts

6. creates one or more new jobs
7. uses quality construction
8. benefits the City of Norwich

Quality of Life Elements

9. compatible with neighboring areas / development
10. architecturally-acceptable / compatible to the area

Local Employment Requirements

To the extent feasible, the developer / owner shall commit to the utilization of city-based businesses and local residents during both the construction and operation phases of the project

Application Process

Applications shall be made in writing by any party owning or proposing to acquire or have a lease interest in real property in Norwich on a form prescribed by the City Assessor.

All applicants shall submit to the comptroller's office information necessary to produce a pro forma on the property on which tax deferral is being sought.

All applicants shall submit request to the community development office for low interest loans or grants that may be available through state, federal or quasigovernmental agencies.

A review of the request shall be made by the comptroller, the assessor and the community development director, the results of which shall be presented to the mayor for recommendation to the City Council.

APPLICATION

Applicant Information

Property Address _____ **Map** _____ **Block** _____ **Lot** _____

Owner _____ **Construction Costs** _____

Nature of Owner's property interest
e.g., sole owner, 50% share-holder, Lessee _____

Name _____

Address _____
Street City State Zip

Project Information

Construction Schedule

Expected Start Date _____ Expected Completion Date _____

Square Footage of New Construction _____ Approximate Cost of Proposed Construction _____

Type of Rehabilitation or Construction (specify)

Proposed Property Use (list all uses)

Current Assessed Value of Property

Land _____ **Buildings** If more than one, list assessment on each and check building(s) to be improved _____

Other Tax Subsidies

Are you receiving abatement or deferral of tax increases for the subject property under any other program?

Yes No

If yes, please describe

Sworn Statement

I certify that all information in this application, and all information furnished in support of this application, is true and complete to the best of my knowledge and belief.

Property Owner Signature

Date

Subscribed and sworn to me this _____ day of _____ 20 _____

Name and Title
Clerk or Commissioner of the Superior Court, Notary
Public, Justice of the Peace, Judge

Signature

AGENT AUTHORIZATION FORM

I hereby authorize: _____
Name

Street

City, State and Zip Code

to complete and file any necessary forms and documents necessary for Assessment Deferral for the property located at _____, of which I am the owner. I understand that by doing this, I am taking responsibility for all statements made by the agent on my behalf.

Property Owner

Signature

Date

APPLICATION PACKAGE REVIEW CHECKLIST

Property Address _____ Map _____ Block _____ Lot _____

Owner _____ Construction Costs _____

	DATE OF RECEIPT	DATE OF APPROVAL
1. APPLICATION	<input type="text"/>	<input type="text"/>
Agent authorization for applicant	_____	_____
Record of ownership	_____	_____
Documentation of code problem	_____	_____
Approved site plans (3)	_____	_____
Approved building plans (3)	_____	_____
Rehabilitation and/or construction cost estimates (3)	_____	_____
2. ASSESSMENT	<input type="text"/>	<input type="text"/>
Assessment deferral review	_____	_____
Assessment deferral notice	_____	_____
3. BUILDING / ZONING	<input type="text"/>	<input type="text"/>
Zoning compliance review	_____	_____
Code infraction verification	_____	_____
Building plan review	_____	_____
Rehabilitation and/or construction cost estimates	_____	_____
4. AGREEMENT	<input type="text"/>	<input type="text"/>
Prepare agreement	_____	_____
Review by City Council	_____	_____
5. COMPLETED APPLICATION	<input type="text"/>	<input type="text"/>
Review completed application and supporting materials		
6. AGREEMENT SIGNING	<input type="text"/>	<input type="text"/>

ASSESSMENT DEFERRAL NOTICE

CGS 12-65b-f

Property Address _____ **Map** _____ **Block** _____ **Lot** _____
Owner _____ **Construction Costs** _____

ASSESSMENT

Before rehabilitation _____
 After rehabilitation _____
 Increase cause by rehabilitation _____

DEFERRAL SCHEDULE	YEAR	ASSESSMENT
YEAR 1 ____% of increase		
YEAR 2 ____% of increase		
YEAR 3 ____% of increase		
YEAR 4 ____% of increase		
YEAR 5 ____% of increase		
YEAR 6 ____% of increase		
YEAR 7 ____% of increase		

NOTE: In the event of a general revaluation in any year following the commencement of the assessment deferral, the property assessment shall shift accordingly and the deferred assessment shall be increased or decreased in proportion to the increase or decrease in the total assessment on such property as a result of such general revaluation.

ASSESSOR REVIEW

Property Address _____ Map _____ Block _____ Lot _____

Owner _____ Date Received _____

ASSESSMENT

Before rehabilitation _____

After rehabilitation _____

Increase cause by rehabilitation _____

Percent Increase _____

Explanation of Increase

APPROVED; anticipated increase in assessment of rehabilitation, additions/or new construction is 35% or more

APPROVED; cost of new construction is in excess of \$25,000.

REJECTED; anticipated assessment increase is less than 35%

REJECTED; cost of new construction is less than \$25,000.

Authorized Signature

Date

BUILDING / ZONING REVIEW

Property Address _____ Map _____ Block _____ Lot _____

Owner _____ Date Received _____

Zoning Compliance Review

Code Infraction Verification

Building Plans Review

Rehabilitation and/or Construction Cost Estimates

I have reviewed the proposed project and find it and the required supporting materials in compliance with the Criteria for Eligibility as set forth in the approved Resolution and Establishment of Criteria.

Authorized Signature

Date