



TOWN OF PUTNAM
 MUNICIPAL COMPLEX
 TOWN HALL
 200 SCHOOL STREET • PUTNAM, CT 06260

Application For Rehabilitation Area Property Tax Deferral

The Town of Putnam encourages its property owners to maintain and improve their properties. The Town recognizes that improvements which increase a property's value also increases an owner's tax obligation. To provide an incentive to owner investment in property improvements, the Town has adopted a program which offers a deferral of increases in property taxes. Property owners within the Rehabilitation Area defined as all pieces or parcels of real property located within the Special Services District are eligible to apply if improvements are expected to increase the value of their property by at least \$ 20,000. If you believe that you are eligible, complete the below application and submit it and required attachments to the Building Office @ Brenda.roy@putnamct.us or Chad.Sessums@putnamct.us. If the application is incomplete, it will be returned for additional information. Once the application is complete, it will be reviewed by staff and sent with staff recommendations to the Mayor's Office to be scheduled for review at a Board of Selectmen's meeting. You will be notified of all meeting dates.

Subject to approval by the Board of Selectmen

Please provide the following information on the property to be improved:

Street Address: _____

Tax Map: _____ Lot: _____ Unit: _____

Current Assessment: \$ _____

Deed: Volume: _____ Page: _____

Current Owner/s of Record: _____

Applicant

Name(s): _____

Mailing Address: _____

Telephone: _____

Email: _____

Relationship to Owner if Applicant is not Owner: _____

Signature: _____

Submittal Date: ____/____/____ Town-Assigned Application No.: _____

Rehabilitation Plan:

1. Attach (a) description of the proposed improvements for this property, (b) any available drawings or schematics illustrating the proposed improvements, and (c) any available photographs of the property.
2. Check all that apply as a description of the proposed improvements and provide an estimate of the cost for each component of the work:

Type of Work	Check all that apply	Estimated Cost of Work
Demolition		\$
New Building**		\$
Addition to Building		\$
Building Exterior Improvement-Expected to Increase Value of Property		\$
Building Interior Improvement -Expected to Increase Value of Property		\$
Repairs or Alterations-Not Expected to Increase Value of Property***		\$
Landscaping		\$
Other		\$
	Total	\$

**New Building Eligible Only if a Replacement for a Demolished Comparably Sized Structure of the Same Use (within 50% of Original Size)

***General maintenance or minor repairs are not eligible for a Rehabilitation Area Tax Deferral unless such repairs and improvements represent less than fifty percent (50%) of the value of property improvements proposed in an overall Rehabilitation Plan.

3. Expected increased value of property – Check only one.

\$20,000-\$49,999 \$ 50,000-\$99,000 \$100,000 or Higher

4. Current and proposed uses – check all that apply.

Type of Use	Current Uses	Proposed Uses
Residential		
Retail		
Office		
Industrial		
Other (describe)		

5. Status of Project – Check all that apply.

Building plans/drawing complete
 Financing Arranged Building permit application submitted
 Demolition commenced Building improvements contracted

Architect/Engineer: _____

Contractor: _____

Expected Start Date: ___/___/___ Expected End Date: ___/___/___

***FOR INTERNAL USE ONLY* (to be filled out by Town Staff)**
Review of Application received for Rehabilitation Area Property Tax Deferral

Town Assigned Application # _____ - _____

Property Street Address _____

Applicant Name(s) _____

Eligibility Review

Property is within the boundaries of the Rehabilitation Area

Yes No

Eligible property improvements indicated by Applicant as exceeding \$20,000

Yes No If No, explain basis for ineligibility _____

Building/Zoning Enforcement Review

I have reviewed the following documents – Initial all that apply:	Building Official	Zoning Enforcement Officer
Application for Rehabilitation Area Property Tax Deferral:	Initials of Reviewer: _____	Initials of Reviewer: _____
Drawings or schematics attached to the application:	Initials of Reviewer: _____	Initials of Reviewer: _____
Building permit application:	Initials of Reviewer: _____	Initials of Reviewer: _____
I recommend this Application to the Board of Selectmen:	<input type="checkbox"/> Yes <input type="checkbox"/> No Date: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No Date: _____
Note any outstanding issues:		

Assessor's Review

Based only upon a review of this Application and the Applicant's representations therein, I would expect the proposed improvement to result in an additional assessed value in the range checked below:

Less than 20,000 \$20,000-\$49,999 \$50,000-\$99,999 \$100,000 or Higher Initials of Reviewer _____

I recommend this Application to the Board of Selectmen Yes No Date: _____

Board of Selectmen's Review

___/___/___ Scheduled Review Date ___/___/___ Decision Date

Not Approved Approved Approved with Conditions

Conditions, (if any) _____

Length of Tax Deferral: 3 Years 6 Years 10 Years

Chapter 118. Rehabilitation Areas

Article II. Putnam Rehabilitation Area

[Adopted 2-4-2002; amended in its entirety 9-7-2021^[1]]

[1] *Editor's Note: This amendment provided an effective date of 10-7-2021.*

§ 118-5. Findings.

- A. Pursuant to Sections 12-65(c) through 12-65(f) of Chapter 203 of the Connecticut General Statutes of the State of Connecticut, as amended; the legislative body of the Town of Putnam is authorized to designate areas within the Town as rehabilitation areas eligible for deferrals in the increase of property tax assessments resulting from investments in property rehabilitation in designated rehabilitation areas, and to also set forth certain criteria for eligibility of such areas for assessment increase deferrals; and
- B. It is desirable and in the public interest to adopt Rehabilitation Area Program guidelines to assure the consistent application of program criteria and an equitable opportunity for any eligible property owner to participate.

§ 118-6. Description of area.

The real properties shown at Exhibit A^[1] as included within the Putnam Rehabilitation Area are hereby designated as being in a rehabilitation area as provided for, and in accordance with, Sections 12-65(c) through 12-65(f) of the Connecticut General Statutes of the State of Connecticut, as amended, together with all structures or facilities appurtenant thereto, located in the Town of Putnam, County of Windham and State of Connecticut.

[1] *Editor's Note: Exhibit A is on file in the Town offices. A portion is included in § 118-10 below.*

§ 118-7. Criteria for eligibility.

In accordance with Section 12-65(d) of the Connecticut General Statutes of the State of Connecticut, as amended, the criteria for the eligibility of said properties for inclusion in the Rehabilitation Area Program are as follows:

- A. Said properties are presently deteriorating, substandard or detrimental to the safety, health, welfare or general economic well-being of the community.
- B. The rehabilitation of said properties requires significant physical and/or structural repairs and improvements of the structures or facilities appurtenant thereto, which repairs and improvements shall be in conformity with the plan of development for the Town of Putnam and with all applicable local zoning regulations.
- C. All repairs and improvements which may take place on said properties shall be in compliance with all applicable local and state building codes and fire codes.
- D. The value of the proposed property improvement, as determined by the Town's Building Official, shall exceed \$20,000.

§ 118-8. Definitions.

As used in this article, the following terms shall have the meanings indicated:

GENERAL MAINTENANCE or MINOR REPAIRS

Physical and/or structural repairs and improvements not expected to increase the assessed value of existing structures or facilities appurtenant thereto; general maintenance or minor repairs shall not be eligible for a rehabilitation area agreement unless such repairs and improvements represent less than 50% of the value of property improvements proposed in a rehabilitation plan.

IMPROVEMENT OR REPAIR OF A STRUCTURE OR FACILITIES APPURTENANT THERETO

structures or facilities appurtenant thereto such as the replacement of roofs, the improvement of exterior facades, including windows, doors and siding, the installation of exterior fixtures, including fencing, signage, lighting and curbing for landscaped areas. Improvement or repair of a structure or facilities appurtenant thereto shall not mean the construction of a new structure unless such structure is determined by the Town's zoning and building officials to be an addition to an existing structure or a comparably sized (within 50%) replacement of a structure of the same use which has been demolished.

§ 118-9. Plans and agreements.

Upon adoption of this article, the Board of Selectmen shall be empowered to consider and act upon individual applications by property owners who present rehabilitation plans to the Board of Selectmen, and the Board of Selectmen may enter into rehabilitation area agreements with such owners deferring any increased assessment attributable to the improvement or repair of a structure or facilities appurtenant thereto, exclusive of general maintenance or minor repairs, in accordance with Section 12-65(e) of the Connecticut General Statutes of the State of Connecticut, and as hereafter described.

- A. Rehabilitation plans shall be reviewed and recommended by the Town's zoning and building officials prior to referral to the Board of Selectmen.
- B. Agreements shall be contingent upon the continued use of the property for the purposes specified in the agreement and shall be for a period not to exceed 11 years from the date of completion of such rehabilitation, which shall be within seven years of the date of the agreement.
- C. For the first year following completion of such rehabilitation, the full increased assessment attributable to property improvements made after the date of agreement shall be deferred; the below tax deferral schedule shall be incorporated into each agreement.

Incremental Amount to be Taxed for Indicated Property Improvement Values

Year	\$20,000 to \$49,999	\$50,000 to \$99,999	\$100,000 or Higher
1	0%	0%	0%
2	10%	10%	10%
3	20%	20%	20%
4	100%	30%	30%
5		40%	40%
6		50%	50%
7		100%	60%
8			70%
9			80%
10			90%
11			100%

- D. In the event of a general revaluation in the year in which such rehabilitation is completed resulting in any increase in the assessment on such property, only that portion of the increase resulting from such rehabilitation shall be deferred.
- E. In the event of a general revaluation in any year after the year in which such rehabilitation is completed, such 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.
- F. A continued deferral in the increase of an assessment shall cease upon the sale or transfer of the property for any other purpose unless the Board of Selectmen shall have consented thereto.
- G. An agreement may contain such other commitments by the property owner as may be negotiated by the Town.

§ 118-10. Exhibit A.

All of those pieces or parcels of real property located within the territorial limits of the City of Putnam, as heretofore constituted, also known as the "Putnam Special Services District."