



# HISTORIC TAX RELIEF APPLICATION

City of New Braunfels

550 Landa Street, New Braunfels TX 78130 (830) 221-4086

[www.nbtexas.org/474/Historic-Preservation](http://www.nbtexas.org/474/Historic-Preservation)

PLANNING & DEVELOPMENT SERVICES

This form is to be completed, signed, and filed with the City of New Braunfels prior to being heard by the Historic Landmark Commission (HLC). Once a complete application is received it will be scheduled according to the HLC application deadline schedule.

## REQUIRED DOCUMENTS

- Current color pictures of the exterior and interior of the building
- Current color picture of the structure from the sidewalk/street
- Detailed written narrative explaining the rehabilitation work
- Itemized list of associated costs with totals
- Copies of receipts for work associated with the rehabilitation

For a complete list of eligible costs, please see [Section 66-57.1](#) of the New Braunfels Code of Ordinances.

Property Address:

Zip code:

Legal Description: City Block

Lot

Property ID:

Search CAD if unknown.

Mark all that apply:

☐ Historic District

☐ Historic Landmark

Property Owner Name:

Mailing Address:

Zip code:

Phone Number:

Email:

Applicant/Authorized Representative (Primary point of contact if different than owner):

Mailing Address:

Zip code:

Phone Number:

Email:

**I, THE APPLICANT, DECLARE THAT I AM THE OWNER OR AUTHORIZED AGENT OF THE OWNER(S) TO MAKE THIS REQUEST OF THIS PROPERTY AND THAT THE INFORMATION PRESENTED IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.**

**I, the applicant, acknowledge (please initial all):**

\_\_\_\_\_ This form, nor the approval of the Tax Incentive, does NOT take the place of a Certificate of Alteration NOR does a building permit. A building permit, if applicable, must be obtained from the City of New Braunfels, Planning & Development Services. If work that required a Certificate of Alteration is part of the rehabilitation work, the property owner is responsible for obtaining property approvals.

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Date