

2016 Schedule
City of Round Rock Partial Tax Exemption Program for Historically Significant Properties

DATE	ITEM
January/February 2016	County sends application to last year's applicants. City sends letters to new owners and non-participants, and maintenance reminder postcards to last year's applicants.
April 15, 2016	Packets with inspection assignments and forms will be distributed to Commissioners, with last year's forms and photos for reference.
April 30, 2016	Application deadline for partial tax exemption.
May 2, 2016	Due date for Commissioners to submit electronic inspection forms and photos to the Planning Office for all properties.
May 17, 2016	Historic Preservation Commission to consider recommendation regarding 2016 Historic District Property Tax Exemption applications. May be necessary to approve renovations to some properties prior to Council consideration of ordinance. Staff to contact those with HPC conditional approval upon repair of certain items.
(If necessary) Special Called HPC meeting on May 24 or May 31.	Historic Preservation Commission to consider recommendation regarding 2016 Historic District Property Tax Exemption applications.
June 23, 2016 (Public notice requirement – Posting/mail May 30 th ; Publish June 4 th)	City Council to consider an ordinance granting a partial exemption from ad valorem taxes for certain qualified historically significant properties located within the city limits of Round Rock. (First Reading). Public hearing will be held.
July 14, 2016 (Council must enact ordinance prior to July 15 th .)	City Council to consider an ordinance granting a partial exemption from ad valorem taxes for certain qualified historically significant properties located within the city limits of Round Rock. (Second Reading)
July 29, 2016	Notification letters sent out to property owners by end of July.
August 31, 2016	Deadline for owners to contact PDS if they disagree with the 2016 inspection report. Will not change 2016 exemption status.