

# TAX ABATEMENT CHECKLIST

## What do I need for tax abatement?

1. Obtain a **Building Permit** from your local municipality and bring a copy of the permit with you when applying. If your township does not issue permits, you will need to bring a letter signed by at least two municipal officials.
2. Fill out a **Building Application** from Greene County Assessment Office
3. Copy of your **Deed** showing ownership of the land. The person who signs the application must be one of the names on the deed.
4. **Photograph** of where construction will take place *prior* to construction. **DO NOT BEGIN CONSTRUCTION UNTIL YOU HAVE RECEIVED CONDITIONAL APPROVAL!**
5. **Floor plans or hand-drawn sketch** noting the size and measurement of the new construction or building.
6. **Driver's License or State Photo ID** to Verify Signature needed for notarizing documents.

## Where do I apply?

### **PLEASE CALL TO SCHEDULE AN APPOINTMENT**

Greene County Department of Planning & Community Development  
93 East High Street, Waynesburg, PA 15370

Phone: **724-852-5300**

**Kyle Lamb**- Planning Associate

**Jeremy Kelly** – Planning Director

Hours: 8:30 AM – 4:30 PM

## What else do I need to know?

- Taxes will continue to be paid on the land
- 5 Years Modified 100%,80%,60%,40%,20% off taxes
- YOU MUST APPLY PRIOR TO CONSTRUCTION!! If you construct prior to completing an application, you are not eligible for tax abatement.
- Renovations within your home may be eligible – contact us for more information.



# TAX ABATEMENT PROGRAM

## HOW WOULD YOU LIKE A REDUCED TAX BILL FOR THE NEXT 5 YEARS?

The Greene County Tax Abatement Program is a 5-year graduated tax exemption for new residential, agricultural, and commercial/industrial development within Greene County. For the program to be applicable, all three of the elected bodies (county, municipality, and school district) must adopt the program to benefit their own residents and to promote growth in their jurisdictions.



5 year graduated progression of reduced taxes based off assessed value

## HOW TO APPLY:

**Obtain a Building Permit** – from your local municipality and bring a copy of the permit with you when applying. If your township does not issue permits, you will need to bring a letter signed by at least two municipal officials

**Fill out a Building Application** - from Greene County Assessment Office

**Copy of your Deed** – showing ownership of the land; the person who signs the application must be one of the names on the deed

**Photograph** – of where construction will take place prior to construction. DO NOT begin construction until you have received conditional approval!

**Floor Plans or a Hand-drawn Sketch** – noting size and measurements of the new construction or building

**Driver's License to verify Signature** – for the notarizing of documents

**Please Give Us a Call to Make an Appointment – 724-852-5300**

BE  
AWARE

**YOU MUST APPLY PRIOR TO CONSTRUCTION!** If construction begins prior to filling out an application, you **WILL NOT** be eligible for Tax Abatement.

