

Residential Reassessment Exemption Application Revised 7/24/16



This application is required to determine if property owner is entitled to the assessment exemption described in NYS Real Property Tax Law Section 485-S. **Applications must be received no later than: September 15, 2016**

Assessor's Office
177 Hillside Ave.
Greenburgh, NY 10607
(914) 989-1520

Owner's Name: _____ Parcel ID: _____
Any additional owners, please list in box at bottom of form.

Property Location: _____ Zip Code: _____

Please check the box that best answers the following questions:

1. Is the equalized 2015 Assessment and the 2016 Current Assessed Total difference greater than 25%? Yes No
Percentage changed _____% (see instruction sheet on back)
2. Is this property a one, two, or three family home? Yes No
3. Is this your primary residence? Yes No
4. Are all owners residing at this location? Yes No

If "no," please explain: _____

5. Are you currently receiving a STAR exemption or personal income tax STAR credit? Yes No
6. Are all property taxes (including Village taxes for Irvington & Ardsley) paid as of 5/1/16 (taxable status date)? Yes No
7. Have you filed a grievance for the 2016 assessment year? Yes No
8. Have there been improvements to the property requiring a building permit since the date of purchase? Yes No
If so, did you apply for and receive a building permit and Certificate of Occupancy or Certificate of Completion for each of the improvements?

Please explain: _____
attach additional sheets if necessary

Acknowledgement:

By signing this application you confirm that all provided answers are accurate and complete, and you also agree to the following:

- a. The property may require an interior inspection.
- b. The property must have an original or substitute Certificate of Occupancy. (Please provide documentation).
- c. The exemption, if granted, cannot be transferred to a new owner.
- d. Any increase in the assessment of a property due to physical changes in the year following the implementation roll shall not be eligible for the exemption.

If there are additional owners, please list full names and addresses of all other owners:

Do you affirm that the statements in this document are true to the best of your knowledge and belief?

Yes No

Owner's Signature (only one is necessary) _____ Phone # _____

INSTRUCTIONS FOR FILING THE REVISED RESIDENTIAL REASSESSMENT EXEMPTION APPLICATION

Use this form. This form, as revised 7/24/2016, has a significantly simplified process for you to follow.

APPLICATION AND ALL MATERIALS MUST BE RECEIVED NO LATER THAN **SEPTEMBER 15TH, 2016**

**** THE APPLICATION WILL NOT BE ACCEPTED OR APPROVED IF INCOMPLETE ****

Note: If at any point you need help filling out the form, the Town Assessor’s Office is willing to help.

1. Fill in your name and property information at the top of the form.
2. Answer each of the eight questions, providing explanations where appropriate.
3. To answer question 1, the following example is provided for guidance:

Percentage change calculation example

2015 Assessed Value ¹	1	<u>9,500</u>	
divide line 1 by .0309	2		<u>9,500/.0309 = 307,443</u> (this is the 2015 Equalized Assessed Value)
2016 Current Assessed Total ²	3	<u>455,000</u>	
subtract line 2 from line 3	4		<u>455,000-307,443 = 147,557</u>
multiply line 4 by 100 and divide result by line 2 to get percent change			<u>147,557*100/307,443 = 47.99%</u>

¹ The 2015 Assessed Value can be obtained from your 2016 April Town/County Tax Bill.

² Utilize the latest known value. The 2016 Current Assessed Total as of June 1 can be found on the Town of Greenburgh homepage under “NEW ASSESSMENT AND PROPERTY INFORMATION.”

4. To answer question 6, the following contacts for each of the taxing jurisdictions are provided:
 - o Town Tax Receiver Anne Povella (914) 989-1550 177 Hillside Avenue, Greenburgh, NY 10607
 - o Ardsley Treasurer Marion DeMaio (914) 693-1550 507 Ashford Ave Ardsley, NY 10502
 - o Irvington Treasurer Brenda M. Jeselnik (914) 591-7070 85 Main St., Irvington, NY 10533
5. To help in answering question 8, you may obtain data from your local building department, such as a Certificate of Occupancy, Temporary Certificate of Occupancy, a pre-date letter, etc.
6. Completed applications (including all supporting documentation) must be received by the Office of the Assessor no later than September 15, 2016. Applications must only be submitted to the following:

**Town of Greenburgh
Assessor’s Office
177 Hillside Avenue
Greenburgh, NY 10607**

7. Approval/Denial letters will be sent no later than December 1, 2016.

Any questions? Contact the Assessor’s Office: (914) 989-1520.

<u>For Office Use Only</u>			
<input type="checkbox"/> 1, 2 or 3 family	<input type="checkbox"/> STAR	<input type="checkbox"/> Home C.O.	<input type="checkbox"/> Taxes current
<input type="checkbox"/> Purchased prior 5/1/16	<input type="checkbox"/> Open bldg. permits	<input type="checkbox"/> Inspection OK	
Assessor’s signature: _____		Date: _____	<input type="checkbox"/> Approved
2015 Eq AV: _____	2016 AV: _____	_____ % change	<input type="checkbox"/> Denied