

# APPLICATION FOR TAX ABATEMENT IN BRAZORIA COUNTY

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## INSTRUCTIONS FOR COMPLETION OF APPLICATION:

1. Attach additional pages if there is not enough space allotted to answer questions on the application.
2. Applicants and projects must meet the requirements established by the Brazoria County Guidelines and Criteria (attached) in order to receive positive consideration. **PLEASE READ THE CRITERIA PRIOR TO COMPLETING THE APPLICATION.**
3. Applicants must submit an application processing fee in the amount of ONE THOUSAND & NO/100 (\$1,000.00) DOLLARS to cover costs of legal notices to be published.
4. Applicants must submit an adequately definitive legal description that sufficiently describes the tract(s) of land comprising the proposed tax abatement area (reinvestment zone) upon which the new facility, expansion or modernization project will be located. Applications with insufficient or indefinite legal descriptions will be returned to the applicant for amendment and such applications will not be considered for hearing until corrected.
5. Applicant must submit the attached “Certification of Appraised Value of Properties” form, which is a part of this application. This certification should cover the proposed tax abatement area and it is the responsibility of the applicant to obtain this information from the Brazoria County Appraisal District.

## PART I APPLICANT’S INFORMATION

The taxing unit may consider applicant’s financial capacity in determining whether to enter into an abatement agreement. Established companies for which public information is available, or the wholly owned businesses of such companies, should include with the new application a copy of their latest annual report to the stockholders. Other applicants and new companies should attach a statement showing (1) when the company was established; (2) business references [name, contact and telephone number of principal bank, accountant and attorney]; and (3) may be required to submit an audited financial statement and business plan. **Attach as Exhibit “A”.**

## PARTS II & III PROJECTION INFORMATION

Only facilities listed in Section 2(a) of the Guidelines may receive abatement without applying for a variance. Check guidelines definitions in Section 1 to see if project qualifies.

If the project is a Regional Entertainment Facility, Regional Service Facility, Regional Distribution Center Facility, or other basic industry, include the following items: (1) market studies; (2) business plans; and (3) agreements or other materials demonstrating that the facility is intended to serve a market of which the majority is substantially outside the Brazoria County region. See Part III of the Application – Required Exhibits.

**PART IV  
ECONOMIC IMPACT INFORMATION**

**Permanent Employment Estimates**

In estimating the permanent employment, include the total number of jobs retained or created at this site by your firm as well as known permanent jobs of service contractors required for operation.

**Estimated Appraised Value on Site**

The value on January 1 preceding abatement should be the value established by the Brazoria County Central Appraisal District. If the applicant must estimate value because the taxable value is not known or is combined with other properties under a single tax account, please so state. To qualify, the abated properties must be expected to result in an addition to the tax base of at least one million dollars after the period of abatement expires. Projections of value should be a “best estimate” based on taxability in Texas. The projection of project values not abated should include personal property and ineligible project related improvements such as an office in excess of that used for plant administration, housing, etc. **Attach as Exhibit “B”.**

**PARTS V & VI**

Self-explanatory.

**APPLICATION FOR TAX ABATEMENT IN  
BRAZORIA COUNTY, TEXAS**

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**FILING INSTRUCTIONS:**

This application should be filed at least NINETY (90) DAYS prior to the beginning of construction or the installation of equipment. This filing acknowledges familiarity and assumed conformance with **“GUIDELINES AND CRITERIA FOR GRANTING TAX ABATEMENT IN A REINVESTMENT ZONE IN BRAZORIA COUNTY”** (Copy attached). This application will become part of any later agreement or contract and knowingly false representations thereon will be grounds for the voiding of any later agreement or contract.

**ORIGINAL COPY OF THIS APPLICATION AND ATTACHMENTS SHOULD BE SUBMITTED TO:**

**COUNTY JUDGE L. M. "MATT" SEBESTA, JR.  
BRAZORIA COUNTY COURTHOUSE  
111 E. LOCUST SUITE 102A  
ANGLETON, TEXAS 77515**

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**PART I - APPLICANT INFORMATION**

Company Name: \_\_\_\_\_ Submittal Date: \_\_\_\_\_  
Address/City: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Name/Address/Phone of Company Contact on this Project : \_\_\_\_\_  
\_\_\_\_\_

E-mail address of Company Contact: \_\_\_\_\_  
Type of Structure:   Corporation                      Partnership                      Proprietorship  
Total number employed: \_\_\_\_\_ Corporate Annual Sales Per Year: \_\_\_\_\_  
Annual Report Submitted:   Yes                      No                      (see instructions)

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**PART II – PROJECT INFORMATION**

Check type of facility to be abated:

Manufacturing	Regional Distribution
Regional Service	Regional Entertainment Center
Research	Other Basic Industry

Proposed Facility Address and Legal Description: **Attach Exhibit “C”**.

Attach a map showing site. **Attach Exhibit “D”**.

**Abatement Term Requested:** \_\_\_\_\_ **Percentage Requested:** \_\_\_\_\_

Proposed facility located in the following taxing jurisdictions:

School District: \_\_\_\_\_  
 College District: \_\_\_\_\_  
 Drainage District: \_\_\_\_\_  
 Hospital District: \_\_\_\_\_  
 City: \_\_\_\_\_  
 Other Taxing Jurisdictions: \_\_\_\_\_  
 \_\_\_\_\_  
 Describe Product or service to be provided: \_\_\_\_\_

This application is for a:    New Plant            Expansion            Modernization

**PART III – OTHER POSSIBLE LOCATIONS FOR PROJECT**

If Company is considering another county in Texas to build/construct this project, identify all possible counties:

\_\_\_\_\_

If Company is considering another state to build/construct this project, identify the city, county and state:

\_\_\_\_\_

If any documentation has been provided to other potential Counties or States, provide copies attached as **Exhibit “J”**.

**PART IV – PROJECT DESCRIPTION**

Please attach a statement (1) fully explaining the project; (2) describing the site and existing improvements; (3) describing all proposed improvements; and (4) providing a list of improvements and fixed equipment for which abatement is requested. **Attach Exhibit “E”**.

**PART V – ECONOMIC IMPACT INFORMATION**

A. Estimated cost of improvements: \_\_\_\_\_

B. Permanent employment estimates:  
 If existing facility, the current plant employment: \_\_\_\_\_  
 Estimated number of plant jobs retained: \_\_\_\_\_ Jobs created: \_\_\_\_\_  
 Number of employees anticipated at start-up: \_\_\_\_\_ within one year \_\_\_\_\_

C. Construction employment estimates:  
 Construction to start:            Month: \_\_\_\_\_            Year: \_\_\_\_\_  
 Construction to be completed:    Month: \_\_\_\_\_            Year: \_\_\_\_\_  
 Number of construction jobs anticipated:  
 At start: \_\_\_\_\_            Peak: \_\_\_\_\_            Finish: \_\_\_\_\_

D. School District impact estimates:  
 Number of families transferred to area: \_\_\_\_\_  
 Number or children added to ISDs : \_\_\_\_\_

E. City Impact estimates:  
 Volume of treated water required from city: \_\_\_\_\_  
 Volume of effluent water to be treated by city: \_\_\_\_\_

**Please provide statement by Addendum relative to planned water and sewer treatment methods and disposal of effluent if the facility is to be located outside city systems. If effluent is not treated by municipal facilities, by Addendum, include an explanation of the manner of treatment and by whom. Attach Exhibit "F".**

Has permitting been started      Yes (  )      No (  )

F. Estimated appraised value on site:	<b>LAND</b>	<b>PERSONAL PROPERTY</b>	<b>IMPROVEMENTS</b>
Valuation of existing property as of January 1, preceding this abatement application:	\$ _____	\$ _____	\$ _____
Estimated value of Personal Property and improvements, <b>not subject to abatement, excluding exempt Pollution Control Equipment</b> , upon completion of the project subject to this application:		\$ _____	\$ _____
Estimated value of abated improvements at the completion of construction:			\$ _____
Estimated value of Tangible Personal Property, <b>subject to abatement</b> :		\$ _____	
Estimated value of abated improvements after abatement agreement expires:			\$ _____
Estimated value of abated Tangible Personal Property, after abatement agreement expires:		\$ _____	
Estimated value, upon completion of project, of exempt pollution control equipment:			\$ _____

G. Minimum Production Life of Equipment: \_\_\_\_\_

H. Variance: Is a variance being sought under any provision of the "Guidelines"?  
 Yes (  ) No (  )    If "Yes", attach any supplementary information required. **Attach Exhibit "G".**

I. Statement on planned efforts to use Brazoria County Vendors and Services: Please attach a statement describing willingness and planned efforts to use qualified Brazoria County vendors and services where applicable in the construction and operation of the facility. (See Section 2 (h) (6) of the Guidelines and Criteria for Granting Tax Abatement.). **Attach Exhibit "H".**

J. Tangible Personal Property Abatement Request: Attach a detailed list describing all tangible personal property sought to be abated. Said list must include projected life, cost, and value after abatement agreement expires. **Attach Exhibit "I"**.

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**PART VI – DECLARATION**

To the best of my knowledge, the above information is an accurate description of project details.

\_\_\_\_\_  
**Company Official Signature**

\_\_\_\_\_  
**Printed Name & Title of Company Official**

## REQUIRED ATTACHMENTS

- EXHIBIT "A" – Latest Annual Report or Information on Establishment of the Company, Business References, audited financial statement and business plan
- EXHIBIT "B" – Certification of Appraised Value of Properties as of January 1, 20\_\_
- EXHIBIT "C" – Proposed Facility Address and Legal Description
- EXHIBIT "D" – Map Showing Site
- EXHIBIT "E" – Project Description including Time Schedule for Undertaking and Completing Project
- EXHIBIT "F" – Planned Water and Sewer Treatment Methods and Disposal of Effluent
- EXHIBIT "G" – Letter/Statement regarding Variance Requests
- EXHIBIT "H" – Statement on Planned Use of Brazoria County Vendors
- EXHIBIT "I" – Detailed Itemized List of Tangible Personal Property requesting to be abated
- EXHIBIT "J" – Application for Abatement with Other Taxing Jurisdictions

**EXHIBIT "B"**

**CERTIFICATION OF APPRAISED VALUE OF PROPERTIES  
AS OF JANUARY 1, 20\_\_\_\_**

**TO:** BRAZORIA COUNTY  
**FROM:** BRAZORIA COUNTY APPRAISAL DISTRICT  
**DATE:** \_\_\_\_\_

The Brazoria County Appraisal District hereby certifies that the following appraised values as of January 1, 20\_\_\_\_, for property of \_\_\_\_\_ described in **Exhibit B-1** attached hereto are listed in the records of Brazoria County Appraisal District and indicated by the following account numbers:

<b>PERSONAL PROPERTY</b>	<b>APPRAISED VALUE</b>
Account No. _____	\$ _____
Account No. _____	\$ _____
<b>LAND</b>	
Account No. _____	\$ _____
Account No. _____	\$ _____
Account No. _____	\$ _____
<b>IMPROVEMENTS</b>	
Account No. _____	\$ _____
Account No. _____	\$ _____
Account No. _____	\$ _____

Certified this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**CHIEF APPRAISER  
BRAZORIA COUNTY APPRAISAL DISTRICT**

BY: \_\_\_\_\_