

**Town of Winchester**  
**Application overview for RSA 79-E**  
**Community Revitalization Tax Relief Incentive**

All applicants are required to meet with the Land Use Administrator for assistance in planning revitalization projects in the Central Business District, the downtown areas in Winchester and the village of Ashuelot. Applications will also be reviewed for compliance by the Historic District Commission, Building Inspector and Fire Chief where applicable. Applications are to be filed in the Land Use Office and will be acted upon by the Board of Selectmen

A public hearing will be held within 60 days of the receipt of the application and a decision shall be rendered within 45 days of the public hearing.

At the public hearing the Board of Selectmen must make specific determinations and findings in order to grant relief. It is the applicant's responsibility to demonstrate compliance with the criteria as listed in RSA 79-E as briefly summarized below:

1. The structure must be a qualifying structure, as defined by RSA 79-E:2,II and located in the Central Business District.
2. The proposed rehabilitation must be substantial, meaning the cost of the rehabilitation must be at least 15% of pre-rehab assessed valuation, or \$75,000, whichever, is less.
3. The proposed use must be consistent with the Town of Winchester Master Plan or local regulations.
4. Applicant shall clarify whether the application is for rehabilitation or replacement of a qualifying structure.
5. In order to qualify for tax relief, the rehabilitation shall provide at least one public benefit as described in 79-E:1.

The tax relief, if granted, by the Board of Selectmen is in the form of an assessment freeze on the qualifying structure for a period up to five years. It is the Board's decision as to the amount of time as well as the amount of relief. There are provisions in RSA 79-E:5 where the Board may grant additional time of tax relief.

Tax relief for the substantial rehabilitation or replacement of a qualifying structure shall be effective only after a property owner grants to the town a covenant ensuring that the structure shall be maintained and used in a manner that further the public benefits for which the tax relief was granted and as otherwise provided.

**Town of Winchester**  
**Application for Community Revitalization Tax Relief**  
**NH RSA79-E**

Date: \_\_\_\_\_ Fee: \$50.00 \_\_\_\_\_ Paid

**Property information:**

Property address: \_\_\_\_\_  
Present assessed value: \_\_\_\_\_ Bldg. \_\_\_\_\_ Land \_\_\_\_\_ Features \_\_\_\_\_  
Tax map#: \_\_\_\_\_ Lot #(s): \_\_\_\_\_ Year built: \_\_\_\_\_  
Zoning District \_\_\_\_\_ TIF \_\_\_\_\_ Historic: \_\_\_\_\_

**Property Owner:**

Name(s): \_\_\_\_\_  
Mailing address: \_\_\_\_\_  
Telephone#: \_\_\_\_\_ Email: \_\_\_\_\_

**Applicant/agent:**

Name: \_\_\_\_\_  
Mailing address: \_\_\_\_\_  
Telephone#: \_\_\_\_\_ Email: \_\_\_\_\_

**Description of proposal:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Existing building use(s)	_____	Proposed	_____
Non residential sq.ft. Existing	_____	Proposed	_____
# of residential units. Existing	_____	Proposed	_____
Expected construction start	_____	Finish	_____

**Description of Construction and Projected Costs:**

Structural:	_____	Cost:	_____
Electrical:	_____	Cost:	_____
Plumbing:	_____	Cost:	_____
Mechanical:	_____	Cost:	_____
Other:	_____	Cost:	_____
Total estimated cost of substantial rehabilitation	_____		

**Other information:**

Name & contact info of contractor: \_\_\_\_\_

Name & contact info of engineer: \_\_\_\_\_

Name & contact info of Architect: \_\_\_\_\_

Is this proposal a replacement of a qualifying structure? \_\_\_\_\_ NHDR form included? \_\_\_\_\_

Is required documentation of RSA 79-E:4 included? \_\_\_\_\_

Will the project include any affordable housing units? \_\_\_\_\_

Will any state or federal grants or funds be used in this project? \_\_\_\_\_

What are the public benefits associated with this project (RSA 79-E:7)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Submission of application:**

The program is available for projects where the rehabilitation costs equals or exceeds 15 percent of pre-rehabilitation assessed value or \$75,000, whichever is less. Please attach any plot plans, building plans, elevation drawings, sketches, or photographs which help illustrate the project. The \$50.00 fee shall be submitted with the application and all owners must sign.

*I (we) hereby submit this application under the Community Revitalization Tax Relief Incentive Statute (NH RSA 79-E) and attest that to the best of my knowledge all of the information herein and accompanying materials is true and accurate. I(we) have reviewed the statute and understand that: a) there will be a public hearing to evaluate the merits of this application; b) I will need to enter into a covenant with the Town; and c) I(we) may be required to pay reasonable expenses associated with the creation of the covenant.*

Signature of owner/Date: \_\_\_\_\_

Signature of owner/Date: \_\_\_\_\_

Signature of owner/Date: \_\_\_\_\_

\*\*\*\*\*

*Office use only*

Board of Selectmen decision: Y \_\_\_ N \_\_\_ Length of relief \_\_\_\_\_ Date: \_\_\_\_\_

Selectman \_\_\_\_\_

Selectman \_\_\_\_\_

Selectman \_\_\_\_\_

Selectman \_\_\_\_\_

Selectman \_\_\_\_\_

## Board of Selectmen Checklist

### QUALIFYING STRUCTURE

Is this a qualifying structure? Y\_\_\_ N\_\_\_ Why? \_\_\_\_\_  
\_\_\_\_\_

Is this an application for replacement of a qualifying structure? Y\_\_\_ N\_\_\_, if so  
Has the owner followed all requirements of RSA79-E: 4? Y\_\_\_ N\_\_\_

Is the qualifying structure's rehabilitation substantial, whereas the cost is at least 15 percent of  
the pre-rehabilitation assessed value or at least \$75,000, whichever is less? Y\_\_\_ N\_\_\_

Does the proposal meet the Master Plan goals or adhere to local development regulations?  
Y\_\_\_ N\_\_\_. Describe \_\_\_\_\_

### PUBLIC BENEFIT

Does the proposal enhance downtown (Central Business District) economic vitality? Y\_\_\_ N\_\_\_

Does the proposal enhance and improve a structure that is culturally or historically important  
on a local, state or national level, either independently or within the context of, in the district  
where it is located? Y\_\_\_ N\_\_\_.

Does the proposal promote the development of a municipal center, providing for efficiency,  
safety, and a greater sense of community, consistent with RSA 9-B? Y\_\_\_ N\_\_\_

Does the proposal promote the preservation and reuse of existing building stock throughout  
the town by the rehabilitation of historic structures, thereby conserving the embodied energy  
in accordance with the emergency efficiency guidelines established by the U.S. Secretary of  
Interior? Y\_\_\_ N\_\_\_.

Does the proposal increase residential housing in the downtown area? Y\_\_\_ N\_\_\_