



County of Berks

Local Economic Revitalization Tax Assistance (LERTA) Act Program Guidelines

Except for good cause shown, the Board will not approve a LERTA application if the Subject Property is located in an area of the County which has not been designated with a Future Land Use ("FLU") designation of Existing Development, Designated Growth, or Future Growth on the comprehensive plan most recently adopted by the County.

Within sixty (60) days after securing the building permit from the Municipality, the Applicant shall forward to the Director of Community and Economic Development a LERTA program application which shall include the following information:

- (1) Any LERTA application materials and supplemental information submitted to the Municipality;
- (2) The address(es) and tax parcel identification number(s) of the Subject Property;
- (3) The current and proposed use(s) of the Subject Property;
- (4) The cost of the Improvement;
- (5) The date the Municipality approved the building permit for the Improvement;
- (6) A copy of the fully executed ordinance(s), and resolution(s) exhibiting approval of the LERTA for the Subject Property; and
- (7) Written certification by the Municipality that:
 - (a) all applicable and associated building and other municipal fees have been paid or that an approved agreement is in place,
 - (b) all required permits and land development approvals have been obtained by the Applicant.

Contact information for the Director of Community and Economic Development:

Pamela Menet

PMenet@BerksPA.Gov

Electronic Submission: Please submit via email

Attn: LERTA Application



County of Berks Local Economic Revitalization Tax Assistance (LERTA) Act Program Application

Property Owner Name: _____

Property Owner Phone Number: _____

Applicant Name (if different than owner): _____

Subject Property Address(es): _____

Parcel Identification Number(s) _____

Current Use(s) of Property: _____

Proposed Use(s) of Property: _____

Property Assessment Prior to Improvements: _____

Estimated Cost of Improvements: _____

Start Date of Improvements (Approx.): _____

Type of Improvement/Summary of Improvement:

Date of Land Development Approval by the Municipality: _____

Date of Municipal Approval of Building Permit for Improvement: _____

Date of Municipal Approval of LERTA Resolution/Ordinance: _____



Certification:

I certify that the information provided in this application and the information provided in any and all supporting documents and forms is true and accurate in all material respects and that I am authorized to submit this application. I acknowledge that the County of Berks is relying on this application to determine eligibility for the LERTA program and any false information could result in ineligibility from the County of Berks LERTA program. Any potential tax benefit provided could be revoked and required to be repaid.

I understand that:

The exemption from County real estate taxes described herein shall be forfeited by the Applicant and/or any subsequent owner of the real estate, and the Chief Assessor shall discontinue the LERTA exemption, upon the occurrence of:

- (a) Failure to pay any non-exempt real estate taxes by the last day of the time period to pay such taxes in the penalty period.
- (b) An appeal taken from the assessed value of a Subject Property, other than an appeal in accordance with 72 P.S. § 4727.

I certify that the applicant is not in arrears with the IRS, Commonwealth of Pennsylvania, and/or County of Berks for taxes.

I acknowledge the above Certification and truthfulness of the information included in this application.

Please Attach all documents as referenced in the Program Guidelines:

If the Improvement has not been completed by the last day of the twenty-fourth (24th) month following adoption of the resolution granting approval of the tax exemption, that resolution will expire unless Applicant obtains an extension by submitting a letter to the Director of Community and Economic Development explaining the reasons why an extension should be granted. The granting of an extension of time shall be at the discretion of the Board.

Failure to submit a complete application may result in a delay or inability to approve a LERTA to the subject parcel(s).

Signed _____ Date: _____