Process for Applying for a Temporary Tax Exemption/Tax Abatement in Wilkinsburg

Review Property Eligibility Before Applying--
The project must be residential, commercial or mixed-use and be properly zoned for the planned improvements. The project must not result in permanent displacement of businesses or residents.

Review Applicant Eligibility Before Applying-
Does Applicant have any tax delinquencies or code violations on this or other properties owned in Allegheny County? If yes, Applicant not eligible for temporary tax exemption.

Complete and Submit Application
Applicant should complete the Application including all required attachments. The Borough Manager will review the Application and make a determination on whether or not it is complete and eligible.

Eligible?

NO → **Process Ends or Applicant can Address Deficiencies in Application and Re-submit-**

YES → **Applications Distributed to Joint Tax Committee for Approval**--
Borough Manager presents eligible completed applications to the Joint Tax Committee for approval.

Approved?

YES → **Approval Notification-**
Borough Manager prepares approval letter and notifies Applicant.

Occupancy Permit Filed-
Once project is complete, property owner files a copy of Occ. Permit w/ Borough Manager who provides it to the County Office of Property Assessment. (OPA).

Property Reassessed-
OPA will separately assess land & improvements and inform the taxing bodies.

Exemption Schedule Prepared-
Borough's Business Manager calculates exemption schedule and provides it to the Applicant, Borough's tax collector, the School District, and the Joint Committee.

Annual Eligibility Review / Tax Bills Generated-
Borough staff will verify continuing eligibility for tax exemption (i.e. no tax delinquencies or code violations). Tax collector will issue bills reflecting the exemption.

NO → **Process Ends-**

For more information contact:
Borough Manager's Office
(412) 244-2900
LERTA@wilkinsburgpa.gov

WCDC
Wilkinsburg Community Development Corporation