



# Application for Special Assessment of Subdivision Common Areas

An owner of residential property which is part of a development, but which is individually owned, and includes the right (by easement, covenant, deed, or other interest in the property) to the use of any common area for recreational or similar residential purposes, may apply for a preferential assessment under 35 ILCS 200/10-35. Applications are due June 30 of the assessment year.

## Step 1: Eligibility Information

Subdivision: \_\_\_\_\_

Describe the use of property: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Subdivision Plat: \_\_\_\_\_

**Attach:** Recording information of covenants, conditions, and restrictions which establish the appurtenance

## Step 2: Applicant Information

\_\_\_\_\_

First name

Last name

Phone

\_\_\_\_\_

Applicant address

\_\_\_\_\_

City

State

Zip

Email

## Step 3: Complete the following information

\_\_\_\_\_

PIN of the parcel for common area assessment

Attach at least one of the following:

Legal Deed

Deed

Recording information:

Document Number: \_\_\_\_\_

Recording date: \_\_\_ / \_\_\_ / \_\_\_

\_\_\_\_\_

Owner of Record

Phone

\_\_\_\_\_

Property Location

\_\_\_\_\_

List any separately owned lots, parcels, or areas within the planned development

## Step 4: Sign below

I state that, to the best of my knowledge, the information on this application is true, correct, and complete.

\_\_\_\_\_

Property owner or authorized representative's signature

Date

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# PTAX-370 General Information

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Public Act 103-0083 established a preferential assessment for subdivision common areas under 35 ILCS 200/10-35.

## What is qualifying property?

Residential property which is part of a development and by right available for recreational or similar purposes.

## Who is eligible?

Individual owners of qualifying property may apply for a preferential assessment.

## What is the preferential assessment?

Qualifying property will be assessed at an equalized assessed value (EAV) of \$1 per year.

## What information is required to complete the form?

You must provide information about the ownership and eligibility of the property, as well as the legal description or copy of deed, and recording information. Identify the subdivision plat and attach recording information that establishes the appurtenance. Please contact your Chief County Assessment Officer (CCAO) with questions.

## When must I file?

The application is due no later than June 30 of the assessment year, including all required documentation.

## Where must I submit my application?

Your application is due to the CCAO in your county:

County: \_\_\_\_\_

CCAO Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_ - \_\_\_\_

Email: \_\_\_\_\_

Fax: (\_\_\_\_) \_\_\_\_ - \_\_\_\_