

# ALBANY CALIFORNIA

CITY OF ALBANY



FINANCE DEPARTMENT

1000 SAN PABLO AVENUE

ALBANY, CA 94706

510 528-5730

[www.AlbanyCA.org](http://www.AlbanyCA.org)

April 27, 2017

RE: Application For Low Income Parcel Tax Exemption & Renter Rebate – Submit By June 1, 2017

The ordinances imposing four City of Albany parcel taxes, Library Services (1994) Library Services (2006), the City of Albany Street Paving and Storm Drain Facility Improvement Parcel Tax (2006), and the City of Albany Sidewalk Special Parcel Tax provide for exemptions for low-income residents. In recognition of the potential hardship these taxes could have on very low-income families, an exemption is available for qualifying “very low-income” homeowners, and the Library Services and Sidewalk taxes also have provisions for a rebate to qualifying “very low-income renters”.

The City Council will determine the actual rates at a future meeting. The following shows the estimated maximum rate for an equivalent Single Family Unit.

Parcel Taxes Eligible For Exemption	Fiscal Year 2017-18 Maximum Rate
Library Services Act of 1994 (Measure N)	\$76.18
Supplemental Library Services Act of 2006 (Measure G)	\$31.53
Albany Street Paving and Storm Drain Facility Improvement Tax (Measure F - 2006)	\$126.14
Sidewalk Special Parcel Tax (Measure P1 – 2016)	\$49.69

The City is being assisted by NBS, a firm that processes fees and taxes placed on the property tax bill by the City. Applications will be mailed directly to NBS and you may also call them at 800-676-7516 if there are questions. The process to receive an exemption for very low-income homeowners and the rebate for very low-income renters is described below:

## Income Level Qualifying as “Very Low Income”

Only those homeowners or renters who reside within the City of Albany and whose income qualifies as “very low-income”, as defined by the United States Department of Housing and Urban Development, are eligible for this exemption. The limits are based on two factors: 1) the size of your household (the number of persons living at that address); and 2) The combined “Family\*” income for the previous calendar year. The current qualifying income levels are:

Household Size	1	2	3	4	5	6	7	8
Maximum Annual “Family”* Income	\$36,550	\$41,750	\$46,950	\$52,150	\$56,350	\$60,500	\$64,700	\$68,850

**\*The City code defines "Family" to include one or more persons related by blood, marriage or adoption, who are living in a single Residential Unit and maintaining a common household. Family shall also mean all unrelated persons who live together in a single Residential Unit and maintain a common household.**

### **Exemption/Rebate Requests**

A "very low-income" homeowner or renter, based on the table above, may request an exemption/rebate (For example if two people reside at an address their 2017 annual income must be less than \$41,750). The following steps should be followed:

1. Review whether your household income is below the maximum allowed.
2. A signed application is valid only for the year that it is filed. For example, the 2017/2018 **Application is due by June 1, 2017** and it covers taxes levied for the Fiscal year beginning July 1, 2017 and ending June 30, 2018.
3. The application must be signed and the applicant must certify under penalty of perjury that he/she is eligible for the exemption or rebate and provide adequate documentation. Applicants may be audited and required to submit additional information to verify the income.
4. Applications must be mailed and postmarked no later than June 1, 2017:

**Mail To:**  
**NBS**  
**Attention: City of Albany Parcel Tax Exemption**  
**32605 Temecula Parkway, Suite 100**  
**Temecula CA, 92592**

For questions you may contact the NBS Property Owner Services department toll-free at: (800) 676-7516 or by email at [pos@nbsgov.com](mailto:pos@nbsgov.com).

5. For Homeowners that are approved an exemption will be recorded and the specific tax will not be included on the 2017/2018 Property Tax bill. Eligible Renters will typically receive a refund no later than September 30<sup>th</sup>.

The application for the current homeowner exemption or renter rebate must be postmarked by June 1, 2017. If you have any questions, please contact toll free the Property Owner Services department at NBS (800) 676-7516.

Sincerely,

David Glasser  
Finance & Administrative Services Director