The Mills Act provides local governments the authority to grant property tax relief to owners of qualified historic resources. Designated homes, businesses, and public buildings are eligible to apply for the Mills Act.

### How does it work?

**Designated Historic Resource**
Your property must be a designated historic resource to qualify for the Mills Act.

**10-Year Commitment**
By signing a Mills Act contract you are making a 10-year commitment to rehabilitate, restore, and upkeep your historic property.

**Work Plan**
To participate in the Mills Act you must develop a 10-year work plan describing how you plan to utilize the tax savings to maintain, rehabilitate or restore your historic property.

**Reporting**
It is the responsibility of the owner to notify the City of any work being conducted on their property.

**Inspections**
The Planning And Transportation Division will perform routine inspections of the property to insure rehabilitation is being conducted and the work performed according to all city regulations.

**Tax Benefits**
Once the application is approved by the City Council, a copy of the contract is delivered to the LA County Assessors Office. You will then begin to receive tax benefits.

### How long does the application process take?

It will take 10 months after the City files the applicants paperwork with the county, for the applicant to receive tax benefits.

<table>
<thead>
<tr>
<th>Application filing period</th>
<th>City approval process</th>
<th>County processing</th>
<th>Owner to notify OHP deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application inspection period</td>
<td>Assessor’s re-appraisal period</td>
<td>County recording deadline</td>
<td>Reassessed property tax bill</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>10 Months</td>
</tr>
</tbody>
</table>

### What do I need to apply?

- **A** A complete application form
- **B** A completed work plan
- **C** A completed tax adjustment sheet
- **D** A site plan of your property
- **E** Photographs of your home
- **F** A copy of your recent tax bill
- **G** A copy of your grant deed
- **H** A statement about your property’s needs
- **I** A recording fee paid to the LA County Assessor

**MORE INFO**
818.238.5250  
burbankusa.com/planning

**BURBANK | Heritage Commission**