



# Fiscal Year 2019

## 38D Property Tax Return

### Form NC – New Construction

City of Boston Assessing Department  
(M. G. L. Chapter 59, Section 38D)

Mail Date: March 22, 2018

#### Return Form to:

Research Unit/38D Property Tax Return  
City of Boston, Assessing Department  
Boston City Hall, Room 301  
Boston, MA 02201

The following information is requested pursuant to Massachusetts General Law Chapter 59; Section 38D, as amended, in order to determine market income and expense standards and develop fair and equitable valuations. Please submit all requested information within sixty (60) days of the mailing date.

Failure to complete the requested form within 60 days of the date noted above may be grounds for dismissal of a filing at the Appellate Tax Board and may result in a fine of \$50 for residential properties and \$250 for a commercial or industrial property. Please be advised that all information filed is subject to the confidentiality requirements of Chapter 59 of the Massachusetts General Laws.

#### A. Property and Contact Information

Complete the following.

1. Building Name: \_\_\_\_\_

2. Parcel ID Number (s): \_\_\_\_\_

3. Property Location: \_\_\_\_\_

4. Owner Name: \_\_\_\_\_

If trust, denote all trustees and beneficiaries:

If partnership, please list all partners (general and limited):

5. Company: \_\_\_\_\_

6. Address: \_\_\_\_\_

7. City: \_\_\_\_\_ 8. State: \_\_\_\_\_ 9. Zip Code: \_\_\_\_\_

10. Email Address: \_\_\_\_\_

11. Representative: \_\_\_\_\_ 12. Phone: \_\_\_\_\_

#### B. Affidavit

*As required by Massachusetts General Laws, chapter 59, Section 38D, I hereby declare under oath that the above information and addenda are presented as being true, correct and complete to the best of my knowledge and belief and are submitted under the penalties of perjury.*

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Telephone: \_\_\_\_\_ Contact E-mail address: \_\_\_\_\_

Signature of Preparer: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Telephone: \_\_\_\_\_ Contact E-mail address: \_\_\_\_\_

## 1. Land Acquisition Data

Date of Sale	Grantor	Land Area	Sale Price

If there are additional parcels, please note in comment section on page 4.

1a.) Please provide copy of lease if site is subject to a ground lease

2. **Demolition Costs:** *(Attach demolition contract).* \_\_\_\_\_

3. **Site Preparation Costs:** \_\_\_\_\_

4. **Total Construction Costs:** \_\_\_\_\_

*(Attach construction contract(s) and copy(s) of pro-forma submitted to financing institutions that granted the Construction and /or permanent loan).*

## 5. Building Data:

Please provide the following information as of January 1, 2018:

5a). Number of floors within the structure \_\_\_\_\_

5b). Number of basement levels: \_\_\_\_\_

Basement Level	Indicate Use (ex. Parking, storage, etc.)
1	
2	
3	
4	

5c). Number of Parking Spaces: Residential \_\_\_\_\_ Commercial \_\_\_\_\_

5d). Residential Rental Information

Unit Type	Number of Units		Proposed Range of Rents Per Month			
	Market rate	Affordable	Market rate		Affordable	
			Minimum	Maximum	Minimum	Maximum
0 BR						
1 BR						
2 BR						
3 BR						
4 BR						
OTHER						
TOTAL						

5e.) Indicate primary occupancy type for each floor (If apartment complex, include apartment Allocations per floor) gross floor area and net rentable area.

Floor	Use	Unit Type	Gross Floor Area	Net Rentable Area
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
26				
27				
28				
29				
30				
31				
32				
33				
34				
35				
36				
37				
38				
39				
40				
41				
42				
43				
44				
45				
46				
			Total Gross Area:	Total Rentable Area:

5f.) Commercial Rental Information (First line is an *Example*)

Floor	Tenant Name	Use of Space	Rentable Area (SF)	Rent/SF on Jan. 1, 2018 (annual)	Lease Start Date (mm/dd/yyyy)	Lease Term (in months)	Free Rent Term (in months)	Tenant Fit-out (\$/SF)	Commission (\$/SF)
<i>Mezzanine</i>	<i>Black Tie Café</i>	<i>Café</i>	<i>500</i>	<i>\$5.00</i>	<i>1/1/2017</i>	<i>24</i>	<i>2</i>	<i>\$1.00</i>	<i>\$5.00</i>

**6. Leases/Letters of Intent**

Attach list of all leases or letters of intent signed on or before January 1, 2018. Include lessee(s) name, base rent, square footage leased, utilities and tax escalators to be paid by lessee.

6a.) Please indicate all leases that have received free rent and/or tenant improvements above building standard. These concessions should include the lease term time period and total amount of free rent, building standard amount and total amount of tenant improvement square foot value above the standard.

6b.) Attach copy(s) of primary lease(s).

**7. Building Plan:** (Attach copy of building plan or give name of contact person)

**8. Attach AIA Document G702:** (as of December 31, 2017)

Indicate percentage of completion as of January 1, 2018. \_\_\_\_\_ %

**9. Addenda:** (Please List)

A.	
B.	
C.	
D.	
E.	

**10. Financing Obtained:**

Date	Amount	Mortgage	Purpose

**11. Comments:**

NOTE: Complete all sections, include attachments requested, sign and return form.