

**TOWN OF LANCASTER**  
BOARD OF ASSESSORS

FY2024 EXEMPTION

Household Size	Annual Income Limit for the CPA Exemption	
	Senior Household Type: Property Owned by Senior (60+)	Non-Senior Household Type: Property Owned by Non-Senior (<60)
1	\$103,320	\$82,656
2	\$118,080	\$94,464
3	\$132,840	\$106,272
4	\$147,600	\$118,080
5	\$159,408	\$127,526
6	\$171,216	\$136,973
7	\$183,024	\$146,419
8	\$194,832	\$155,866
These income limits are adjusted for household size and are based on the FY2023 median income published by HUD (\$147,600)		

**Exemption Eligibility Requirements:**

- **The Low/Moderate Income Exemption applies only to Residential property.**
- **Exempt status is determined as of January 1, 2023.** All ownership, occupancy, and age must be met as of that date.
- **Applicant must own and occupy the property as of January 1.** Applicant may be: (1) sole owner, (2) co-owner, (3) life tenant or (4) trustee with sufficient beneficial interest in property under terms of trust. All co-owners do not have to occupy the property. However, each co-owner must meet the Annual Household Income standard. For properties subject to a trust, each co-trustee must also meet the income standard.
- **Applicant must provide proof of age to determine whether: 1) 60 years old or older (Senior Household Type), or 2) under 60 (Non-Senior Household type).**
- **Applicant must provide proof of Annual Household Gross Income from all household members who are 18 or older and not full time students for the previous calendar year.**
- **Applicant must provide proof of number of dependents.**

**Determination of Eligibility of Applicant's (Net) Annual Household Income:**

- 1. Determine Annual Household Gross Income from all sources (including all household members who are 18 or older and not full time students during the previous calendar year).**
  - Includes: wages, salaries and bonuses, public and private pensions, retirement income, Social Security, alimony, child support, interest and dividend income, net income from business, public assistance, disability and unemployment insurance, regular contributions/gifts from party outside of the household.

**2. Deduct allowance for Dependents.**

- Number of dependents on January 1 (not including spouse) x \$ DCHD allowance (Department of Housing and Community Development, currently \$300 per dependent)

**3. Deduct certain Medical Expenses. (must be documented)**

- Total out of pocket medical expenses of all household members for the preceding calendar year, (total must exceed 3% of household annual gross income in order to be deducted).
- Out of pocket medical expenses must be documented and includes: health insurance premiums, payments to doctors, hospitals and other health care providers, diagnostic tests, prescription drugs, medical equipment or other expenses not paid or reimbursed by employers, public/private insurers or other third parties.

**4. Equals Household Annual Income for CPA Exemptions.**

- The result is the (Net) Annual Household Income to be used for the application for the CPA Low/Moderate Income Exemption. This amount cannot exceed the Annual Limits for Household Type and Size (refer to chart above).

**ALL APPLICATIONS FOR EXEMPTION MUST BE FILED WITH THE ASSESSORS ON OR BEFORE APRIL 1, 2024**