

#### Step 4: Attach documentation

The following documents **must** be attached:

- Proof of ownership (copy of the deed, contract for deed, title insurance policy, condemnation order and proof of payment, etc.)
- Picture of the property
- Notarized affidavit of use
- Copies of any contracts or leases on the property

The documents listed on Lines 18 through 23 may be attached to expedite processing. Mark an "X" next to any documents that are attached.

- |   |   |
|---|---|
| 18 ___ Audited financial statements for the most recent year  | 21 ___ Plot plan of each building's location on the property with each building and land area labeled with property index numbers and specific uses |
| 19 ___ Copy of the applicant's bylaws and complete certified recorded copy of Articles of Incorporation, including purpose clause and all amendments  | 22 ___ Copy of any Illinois Department of Revenue Exemption Certificate   |
| 20 ___ Copy of the notices to the municipality, school district, community college district, and fire protection district in which the property is located and postal return receipts if granting this application will reduce the property's assessed valuation by \$100,000 or more | 23 ___ Other (list) _____   |

#### Step 5: Identify the person to contact regarding this application

24 Nichole Kroncke  
Name of applicant's representative  
301 E. Main Street  
Mailing address  
Shelbyville, IL 62565  
City State ZIP  
(217) 561-1117  
Phone number

25 Shelby County  
Owner's name (if the applicant is not the owner)  
301 E. Main Street  
Mailing address  
Shelbyville, IL 62565  
City State ZIP  
(217) 561-1117  
Phone number

#### Step 6: Signature and notarization

State of Illinois

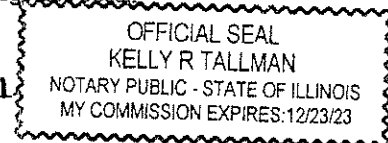
County of Shelby ) SS.

I, Nichole Kroncke, State's Attorney, being duly sworn upon oath, say that I have read the foregoing application and that all of the information is true and correct to the best of my knowledge and belief.

Nichole Kroncke  
Affiant's signature

Subscribed and sworn to before me this 30<sup>th</sup> day of September, 2021.

Kelly R. Tallman  
Notary Public



County official use only. Do not write in this space

#### Step 7: County board of review statement of facts

- 1 Current assessment \$ 78,740 - 19,079 For assessment year 2021
- 2 Is this exemption application for a leasehold interest assessed to the applicant? ☐ Yes ☒ No
- If "Yes", write the Illinois Department of Revenue docket number for the exempt fee interest to the owner, if known. \_\_\_\_\_

3 State all of the facts considered by the county board of review in recommending approval or denial of this exemption application.  
The Shelby County Board of Review is recommending approval of this exemption.

#### 4 County board of review recommendation

- ☒ Full year exemption
- \_\_\_ Partial year exemption from \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_
- \_\_\_ Partial exemption for the following described portion of the property: \_\_\_\_\_

\_\_\_ Deny exemption

5 Date of board's action 09/30/2021

#### Step 8: County board of review certification

I certify this to be a correct statement of all facts arising in connection with proceedings on this exemption application.

[Signature]  
Signature of clerk of county board of review

Mail to: OFFICE OF LOCAL GOVERNMENT SERVICES MC 3-520  
ILLINOIS DEPARTMENT OF REVENUE  
101 WEST JEFFERSON STREET  
SPRINGFIELD IL 62702

PTAX-300 back (R-12/09)

# Denial of Non-homestead Property Tax Exemption for Cause



NICHOLE KRONCKE  
301 E MAIN ST  
SHELBYVILLE, IL 62565-1647

October 19, 2021



Letter ID: L1283165616

Docket no.: 21-087-00007

County: Shelby

Co. Complaint No.:

We received Form PTAX-300, Application for Property Tax Exemption, for the following organization and property

SHELBY COUNTY

1812-03-00-100-001;  
1812-04-00-200-001.

We reviewed the statement of facts and supporting documentation and determined that this property does not meet the exemption qualifications for the following reason or reasons:

The property is not in exempt use.

If you do not agree, you must file a protest with us, the Illinois Department of Revenue, and request an administrative hearing within 60 days of this notice. Your request must be in writing, must clearly indicate that you want to protest, and state concisely the mistakes alleged to have been made or the new evidence to be presented (35 ILCS 200/8-35(b)). Include the revenue docket number, listed above, on all correspondence regarding this property. Mail or fax your request to the address or number listed below.

If you have questions, contact our Exemption Section weekdays between 8:30 a.m. and 4:30 p.m. Our address and telephone numbers are below.

David Harris, Director  
ILLINOIS DEPARTMENT OF REVENUE

EXEMPTION SECTION MC 3-520  
ILLINOIS DEPARTMENT OF REVENUE  
101 WEST JEFFERSON STREET  
SPRINGFIELD IL 62702

217 785-2252  
217 524-1966 fax

cc:



Illinois Department of Revenue

**PTAX-300**

**Application for Non-homestead Property Tax Exemption —  
County Board of Review Statement of Facts**

Complaint no.: \_\_\_\_\_ Volume no.: \_\_\_\_\_ IDOR docket number: \_\_\_\_\_  
County use only IDOR use only

**Step 1: Identify the property**

1 Shelby  
County in which property is located

2 Shelby County  
Property owner

3 W 1/2 NW 80 AC, NE 156 AC  
Street address of property

Shelbyville IL 62565  
City ZIP

4 Shelby County  
Name of organization applying for the exemption (i.e., "applicant")

5 Is the applicant on Line 4 the lessee of the property? ☐ Yes ☒ No  
If "Yes", write the dates the lease is in effect.  
From \_\_\_\_\_ to \_\_\_\_\_  
Attach a copy of the contract or lease.

6 1812-03-00-100-001 / 1812-04-00-200-001  
Property index number (PIN)  
Attach a copy of the property's legal description if the county has not assigned a number or if the property is a division.

7 Dimensions or acreage of this property 80 / 156

8 2 / 21 / 1867  
Date of ownership  
Attach a copy of proof of ownership (deed, contract for deed, title insurance policy, condemnation order and proof of payment, etc.)

**Step 2: Identify any previous exemptions or applications** (Providing this information will expedite processing.)

9 Does the applicant have an Illinois sales tax exemption number? ☐ Yes ☒ No  
If "Yes", write the exemption number. E- \_\_\_\_\_

10 Has a previous application been filed for this property or by this applicant? ☐ Yes ☒ No  
If "Yes", write the Illinois Department of Revenue docket number, if known. \_\_\_\_\_

**Step 3: Identify the property's use**

11 Identify the Illinois Compiled Statutes citation for this application. 35 ILCS 200/ 15-60 Or \_\_\_\_\_ ILCS \_\_\_\_\_

12 Is any income derived from this property? ☐ Yes ☒ No  
If "Yes", explain in detail. \_\_\_\_\_  
If applicable, attach a copy of any contracts or leases.

13 Does a unit of local government own this property? ☒ Yes ☐ No  
If "Yes", is the property located within its corporate boundaries? ☒ Yes ☐ No

14 If granting this application will reduce the property's assessed valuation by \$100,000 or more, has the municipality, school district, community college district, and fire protection district in which the property is located been notified that this application has been filed? n/A ☐ Yes ☐ No  
Attach a copy of the notices and postal return receipts.

15 Describe the specific activities that take place on this property. Write the exact date each activity began and how frequently it takes place.  
The land, in the past, was used as a Poor Farm & then for agricultural purposes to a private farmer/lessee. In 2021, the land was not farmed or used for a specific purpose. Future use is undetermined.

16 Did the activities described on Line 15 begin on the same date as the effective date of the lease on Line 5 or the date of ownership on Line 8, whichever is applicable? ☐ Yes ☒ No  
If "No", explain in detail how the property was used between the lease or ownership date and the date these activities began. The land was farmed by a private farmer/lessee; however, was not farmed in 2021.

17 Identify each building's use, square feet of ground area (SFGA), number of stories, and whether or not there is a basement.

	Use	SFGA	No. of stories	Basement? (Y/N)
Building 1	<u>n/A</u>			<input type="checkbox"/> Yes <input type="checkbox"/> No
Building 2				<input type="checkbox"/> Yes <input type="checkbox"/> No
Building 3				<input type="checkbox"/> Yes <input type="checkbox"/> No



#### Step 4: Attach documentation

The following documents **must** be attached:

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#### Step 5: Identify the person to contact regarding this application

- |   |   |
|---|---|
| 24 <u>Nichole Kroncke</u><br>Name of applicant's representative | 25 <u>Shelby County</u><br>Owner's name (if the applicant is not the owner) |
| <u>301 E. Main Street</u><br>Mailing address                    | <u>301 E. Main Street</u><br>Mailing address                                |
| <u>Shelbyville, IL 62565</u><br>City State ZIP                  | <u>Shelbyville, IL 62565</u><br>City State ZIP                              |
| <u>(217) 561-1117</u><br>Phone number                           | <u>(217) 561-1117</u><br>Phone number                                       |

#### Step 6: Signature and notarization

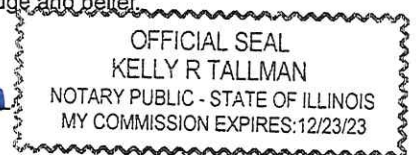
State of Illinois ) SS.  
County of Shelby )

I, Nichole Kroncke, State's Attorney, being duly sworn upon oath, say that I have read the foregoing application and that all of the information is true and correct to the best of my knowledge and belief.

Nichole Kroncke  
Affiant's signature

Subscribed and sworn to before me this 30<sup>th</sup> day of September, 2021.

Kelly R. Tallman  
Notary Public



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#### Step 7: County board of review statement of facts

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 4 County board of review recommendation  
\_\_\_ Full year exemption  
\_\_\_ Partial year exemption from \_\_\_\_ / \_\_\_\_ / \_\_\_\_ to \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
\_\_\_ Partial exemption for the following described portion of the property: \_\_\_\_\_  
\_\_\_ Deny exemption
- 5 Date of board's action \_\_\_\_ / \_\_\_\_ / \_\_\_\_

#### Step 8: County board of review certification

I certify this to be a correct statement of all facts arising in connection with proceedings on this exemption application.

\_\_\_\_\_  
Signature of clerk of county board of review

Mail to: OFFICE OF LOCAL GOVERNMENT SERVICES MC 3-520  
ILLINOIS DEPARTMENT OF REVENUE  
101 WEST JEFFERSON STREET  
SPRINGFIELD IL 62702

PTAX-300 back (R-12/09)

**In the Interest of the Shelby County Farm, 1812-03-00-100-001 / 1812-04-00-200-001**

**AFFIDAVIT OF USE**

Nichole Kroncke on oath and upon information and belief states as follows:

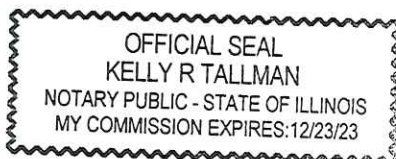
1. The Shelby County Farm (1812-03-00-100-001 / 1812-04-00-200-001) was acquired by Shelby County on February 21, 1867 and used as a Poor Farm.
2. The Shelby County Farm was eventually leased on an annual basis to a private farmer for agricultural purposes.
3. The year of 2020 was the last year that Shelby County leased the County Farm to a private farmer for agricultural purposes.
4. In 2021, the Shelby County Farm was not leased or farmed and no activities occurred on the farm.
5. Future use of the County Farm are unknown and undetermined.

**VERIFICATION BY CERTIFICATION**

The undersigned certifies that the statements set forth in the instrument are true and correct, except as to matters therein stated to be on information and belief and as to such matters the undersigned certifies as aforesaid that she verily believes the same to be true.

  
Nichole Kroncke  
State's Attorney

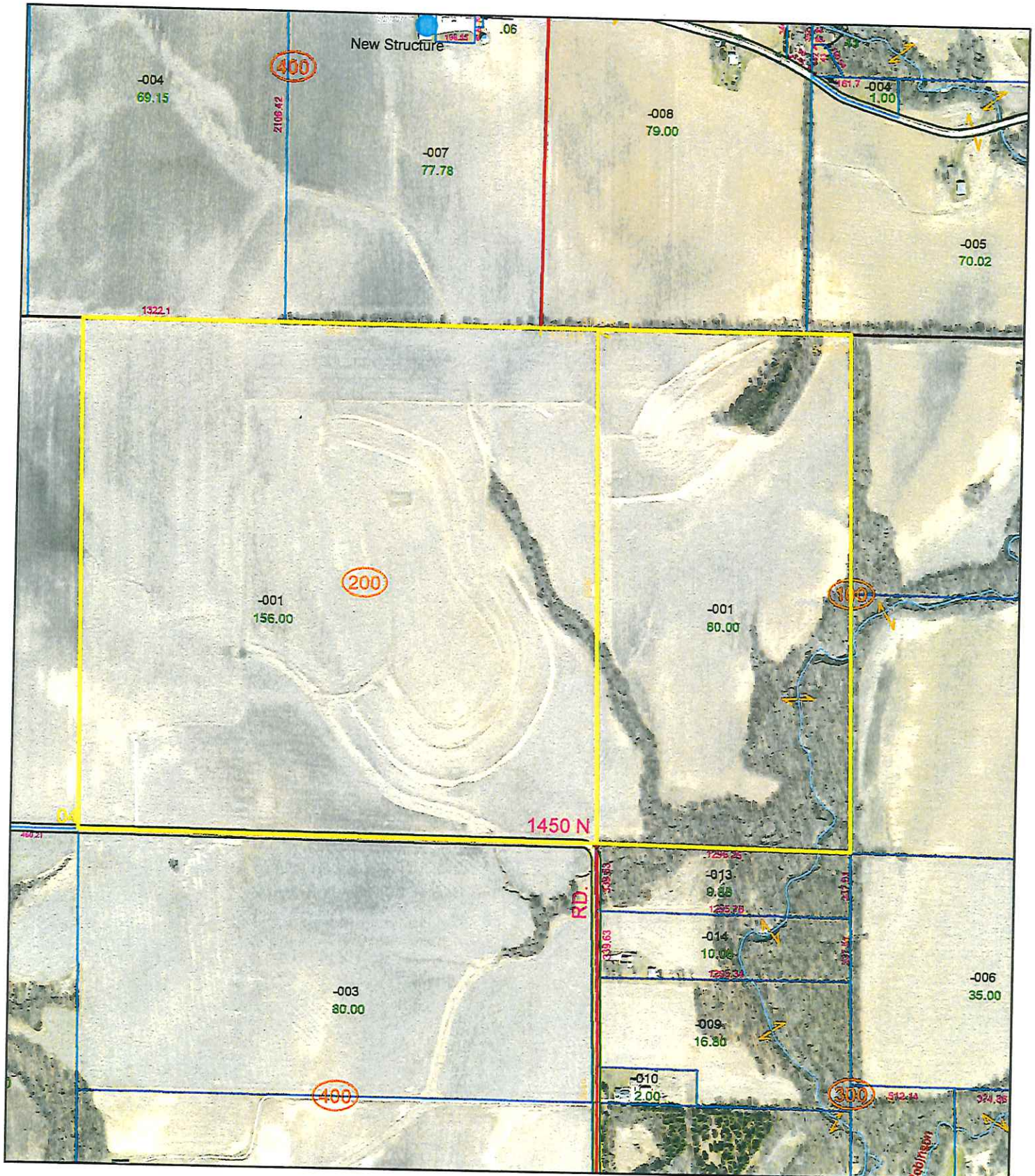
Subscribed and sworn before me this 30th day of September, 2021



  
NOTARY PUBLIC



SHELBY COUNTY FARM  
1812-03-00-100-001 80 AC  
1812-04-00-200-001 156 AC



The lines on this map are for assessment purposes only.  
They are not survey lines

1 inch = 673.194299 feet

