

## **ASSESSMENT APPEAL PROCEDURE**

If you feel your assessment is incorrect, you may appeal your assessment to the **BOARD OF ASSESSMENT APPEALS**. You may appeal by making a formal **written application** on or before March 20, 2017. The completed form should be returned to the Board of Assessment Appeals, C/O Assessor's Office, 1 Central Square, Plainville, CT 06062. The Board of Assessment Appeals meets in April to hear appeals. The Board will notify all appellants who filed an appeal form on or before March 20th, of the date, time and place of the appeal hearing. The Board of Assessment Appeals has the power to increase or to reduce assessments. Any change of an assessment by the Board of Assessment Appeals in its 2016 Grand List session will take affect on the tax bill of July 1, 2017.

**ASSESSMENT APPEAL**

**APPEAL TO THE BOARD OF ASSESSMENT APPEALS:**

Property Owners \_\_\_\_\_

Name of Signer(if different from owner) \_\_\_\_\_

Position of Signer(if different from owner) \_\_\_\_\_

Property owner will be represented by: self \_\_\_\_\_ agent \_\_\_\_\_  
(If by agent, owner must complete authorization form on reverse side)

Name of Person & Address to which all notices should be sent:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Description of the property being appealed (location or year,make,model)  
\_\_\_\_\_

For the Grand List of 2016: Real Estate: \_\_\_\_\_ Motor Vehicle: \_\_\_\_\_ Personal Property: \_\_\_\_\_

Reason for the Appeal: \_\_\_\_\_  
\_\_\_\_\_

Appellant's estimate of value of property being appealed: \_\_\_\_\_

I prefer a hearing on: weekday evening \_\_\_\_\_ Saturday morning \_\_\_\_\_

Signature of Owner or Agent \_\_\_\_\_ Date \_\_\_\_\_

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**PLEASE NOTE THAT THE ABOVE FORM MUST BE COMPLETED IN ITS ENTIRETY. PROPERTY OWNERS OWNING MORE THAN ONE PROPERTY OR VEHICLE MUST FILE A SEPARATE FORM FOR EACH ACCOUNT APPEALED. PLEASE TYPE OR PRINT LEGIBLY.**

\*\*\*\*\* **NOTICE OF APPEAL HEARING TIME AND PLACE**

An appeal hearing is to be held at Plainville Municipal Center in Room \_\_\_\_\_ on \_\_\_\_\_ for \_\_\_\_\_ belonging to \_\_\_\_\_.

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(For Board Use Only)

Date notice hearing time sent \_\_\_\_\_ Date of notice of decision \_\_\_\_\_

The above appeal was heard at a meeting on the Board of Assessment Appeals held on the \_\_\_\_\_ day of \_\_\_\_\_, 2017. It was voted as follows at a meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2017:

Petition dismissed: \_\_\_\_\_ Petition denied: \_\_\_\_\_ Petition granted as follows:  
\$ \_\_\_\_\_ +/- \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Current Assessment      Increase/Reduction      New Assessment

\_\_\_\_\_ Chairman

**BOARD OF ASSESSMENT APPEALS AUTHORIZATION**

**TO THE BOARD OF ASSESSMENT APPEALS OF THE TOWN OF PLAINVILLE**

I, \_\_\_\_\_ being the legal owner of

\_\_\_\_\_ (property location or vehicle) hereby

Authorize \_\_\_\_\_ to act as my agent in all

Matters before the Board of Assessment Appeals of the Town of Plainville.

\_\_\_\_\_  
Property Owner's Signature

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Property Owner's Address

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**Section 12-111 of the General Statutes of the State of Connecticut as amended by Public Act 95-283.**

Any person, including any lessee of real property whose lease has been recorded as provided in section 47-19 and who is bound under the terms of his lease to pay property taxes and any person to whom title to such property has been transferred since the assessment date, claiming to be aggrieved by the doings of the assessors of such town may appeal therefrom to such board of assessment appeals. Such appeal shall be filed, in writing, on or before March twentieth. The written appeal shall include, but is not limited to, the property owner's name, name and position of the signer, description of the property which is the subject of the appeal, name and mailing address of the party to be sent all correspondence by the board of assessment appeals, reason for the appeal, appellant's estimate of value, signature of the property owner, or duly authorized agent of the property owner, and date of signature. The board shall notify each aggrieved taxpayer who filed a written appeal in the proper form and in a timely manner, no later than April first immediately following the assessment date, of the date, time and place of the appeal hearing. Such notice shall be sent no later than seven calendar days preceding the hearing date except that the board may elect not to conduct an appeal hearing for any commercial, industrial, utility or apartment property with an assessed value greater than five hundred thousand dollars. The board shall, not later than May first, notify the appellant that the board has elected not to conduct an appeal hearing....