

TOWN OF BARKHAMSTED BOARD OF ASSESSMENT APPEALS

Application to Appeal Assessment

Anyone claiming to be aggrieved by the actions of the assessor has the right to an appeal before the Board of Assessment Appeals.

This form must be received by the Assessor's Office in person, by mail or by email no later than the close of business on Tuesday, February 20, 2024. Postmarks are not accepted. Incomplete applications will not be accepted.

The mailing address is: Board of Assessment Appeals C/O Assessor's Office, Town of Barkhamsted, and 67 Ripley Hill Road, Barkhamsted, CT 06063. The Board of Assessment Appeal's email address is available only during the appeals period. The email address at this time is Reval2023@barkhamsted.us. **Appeals sent to the Assessor's or Assistant Assessor's email addresses will NOT be accepted.**

Appeals must be presented to the Board of Assessment Appeals (BAA) at one of its March or September meetings. The BAA meets in September each year to hear ONLY Motor Vehicle Appeals. Appeals for all other types of property must be taken up at BAA meetings in March.

September Meetings: The BAA will advertise the date of its September meeting in a local newspaper and on the Town's web site. The September meeting is for Motor Vehicles only. Taxpayers should appear with their vehicle and/or any evidence or documentation to support their claim. Appeals are handled on a first-come, first-serve basis.

March Meetings: According to Connecticut State Statute §12-111, for an appeal to be considered and in order to be heard by the BAA at its March meeting (April, if an extension is granted to the Assessor's Office), a written application must be submitted on or before February 20th (March 20th, if an extension was granted to the Assessor's Office). Whenever the Application Due Date falls on a weekend or holiday, the due date is the previous business day. Submit your application to the Assessor's Office, 67 Ripley Hill Road, Barkhamsted, CT, 06063. (Please call to confirm date if unsure). The BAA will receive all applications and the owner (or appointed agent) will be notified of the date and time of the hearing. If you are submitting an appraisal or other similar evidence, you must submit a copy along with your application.

APPEALS PROCEDURE

- You **MUST** complete a separate form for each property you wish to appeal
- If you cannot or do not wish to appear, have your attorney or agent appear as your representative (Written authorization required)
- Appear at the time and place prescribed by the BAA – (Please be on time)
- The BAA will not reschedule an appointment without good cause and *only* if another time is available
- **Note:** Unless you receive written confirmation of a rescheduled appointment, you or your agent must appear at the time and place first prescribed by the BAA
- **FAILURE TO APPEAR Will Result in a Denial of your appeal**
- You will be sworn under oath to be truthful in answering questions concerning your property
- You will have the opportunity to present evidence (appraisals, photographs, reports, etc.)
- You will be allowed to question the assessor regarding the assessment of your property
- **Remember** – It is your responsibility to prove your appeal
- An appraisal by a qualified appraiser is not required, but is recommended
- You must pay your taxes as they come due or interest and penalties will be applied
- Consult with the **Tax Collector** for payment instructions while your appeal is pending
- Notice of the Board's decision will be mailed to the **Property Owner** unless otherwise requested in writing by appellant

***Real Estate, Motor Vehicle, Personal Property on October 1, 2023 GL
Supplemental Motor Vehicle for October 1, 2022 GL***

All sections must be completed for a hearing to be scheduled. Incomplete applications will not be accepted.

For further information you may wish to review the Connecticut General Statutes, as amended, relative to appeal rights. Below is a list of some of those laws for your convenience. **NOTE:** *We do not provide legal advice.* For a complete listing of applicable laws and competent, proper legal advice, we urge you to consult with an attorney.

Connecticut General Statutes

Section

12-110	Sessions of the Board of Assessment Appeals
12-111	Appeals of the Board of Assessment Appeals
12-112	Limit of time for appeals
12-113	When Board of Assessment Appeals may reduce lists (as amended)
12-114	Adjustment of assessment by board of assessment appeals
12-115	Addition to grand list by board of assessment appeals
12-117a	Appeals from boards of tax review or boards of assessment appeals
12-119	Remedy when property wrongfully assessed

All information and correspondence with the BAA should be directed to:
Board of Assessment Appeals
c/o Assessor's Office
Town of Barkhamsted
67 Ripley Hill Road
Barkhamsted, CT 06063

**PETITION TO THE
BOARD OF ASSESSMENT APPEALS
TOWN OF BARKHAMSTED**

Must be returned to the Assessor's Office no later than the close of business on **Tuesday, February 20th, 2024**

Property Owner:

Name: _____

Address: _____

City/State/Zip: _____

Email Address: _____

Appellant (if other than owner):

Name: _____

Address: _____

City/State/Zip: _____

Email Address: _____

Mail or Email Correspondence to: _____ Owner _____ Owner's Agent (choose one)

Appellant's Capacity _____ Owner _____ Owner's Agent

(If agent, attach a copy of Appellant/Agent Authorization Form. Original agency document must be submitted at hearing.)

Print applicant's name and date

Applicant signature

Telephone #

A separate form is required for each property appealed

CHECK ONE: Property Type - Real Estate: ☐ Residential ☐ Commercial ☐ Industrial
Box Only Property Type - Other: ☐ Personal Property ☐ Motor Vehicle

Property Location: _____

Description of Property being Assessed: _____

Reason for Appeal/Briefly state the basis of the Appeal (*Attach additional sheets if necessary. Assessments are based upon market value as of the last revaluation date. Evidence should support value as of that date*):

What is the Appellant's Estimate of Value? _____

You will be notified by mail or email of the date, time and place of your appeal hearing.

Hearing Date: _____ **Time:** _____ **P.M.** **Location:** _____

For use by the Board of Assessment Appeals

Do NOT write below this line

I hereby solemnly swear or affirm that the statements herein are true and accurate to the best of my knowledge and belief.

Signature(s) of
Owner(s) or Agent: _____

(Must be signed in presence of the Board)

Print Name

Date

Town’s Market Value:_____

Town’s Assessed Value: _____

Motion:_____

BAA Chairperson/Members present: _____

APPEAL RECEIVED: _____, 202_

By: _____

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