

TOWN OF DURHAM

Board of Assessment Appeals
P.O. Box 428, Durham Connecticut 06422-0428



Real Property Appeals

APPEALS MUST BE IN WRITING

Connecticut General Statute, Section 12-111, allows an aggrieved property owner to appeal the actions of the Assessor to the Board of Assessment Appeals. Such appeal must be filed in writing. The Law also requires certain information to be included in the appeal. Full completion of the information requested in the appeal form (printed on the reverse) is required for an appeal hearing to be given.

APPEAL DEADLINE

Also pursuant to Section 12-111, any appeal must be filed with the Board of Assessment Appeals **on or before February 20th**, following the signing of the Grand List. The Grand list is usually signed by January 31st, but an extension of one month is sometimes granted. When an extension has been granted, appeals are due on or before March 20th.

APPEARANCE AT APPEAL HEARINGS

Upon receiving a proper and timely appeal, a hearing will be scheduled during the month of March (or April when an extension has been granted) for the property owner to state their case before the Board in person. The property owner may designate an agent to appear on their behalf. You may need to attach an authorization form listing your designated agent but there are some conditions when it is not required, such as when the authorized agent is the owner's spouse or when the owner accompanies the agent.

The Board is required to notify each aggrieved property owner of the date, time and place of the appeal hearing.

PERSONAL PROPERTY

State Law allows the Board to hear appeals from Personal Property owners who have not filed a Declaration of Property with the Assessor, as required by Law. **However**, the Board shall not adjust the assessment unless books of account, papers, documents and any other records have been provided to substantiate such adjustment.

Also, the penalty for not filing must still be applied to such adjusted assessment, unless it was applied in error.

PETITION TO THE
BOARD OF ASSESSMENT APPEALS
TOWN OF DURHAM CONNECTICUT

REAL PROPERTY APPEALS
MUST BE FILED BY FEBRUARY 20TH ANNUALLY

(March 20th if Grand List is extended one month)

By authority of Public Act 95-283, of the State of Connecticut.

Please print or type the following information about each property to be appealed.

GRAND LIST OF OCTOBER 1, _____

Property Owner's Name: _____

Appellant's Name: (if different from above) _____

Property Location: _____
(number and street)

Property Type: _____
(residential, commercial, industrial, personal property, motor vehicles)

Name and Mailing Address of party to be sent correspondence regarding the hearing: _____

Phone Number of Party to contact regarding the hearing: _____

Reason for appeal: _____

Appellant's Estimate of Value: _____
(attach appraisal or documentation of value, if applicable)

Signature of Property Owner, or Duly Authorized Agent (attach authorization) _____

Date: _____

ALL ABOVE ITEMS MUST BE COMPLETED IN ORDER TO BE GIVEN A HEARING

This Form Must Be Completed and Received By Feb. 20th

COMPLETED FORMS MUST BE RETURNED TO:

BOARD OF ASSESSMENT APPEALS
TOWN OF DURHAM
PO BOX 428
DURHAM, CT 06422

INFORMATION ABOUT YOUR HEARING
YOUR HEARING WILL BE HELD AT THE DURHAM TOWN HALL

DATE: _____ TIME: _____

If you have not previously confirmed this appointment with a Board of Assessment Appeals member, or have a schedule conflict, call _____ at least 48 hours in advance of the hearing. If you choose, you can bring documents, pictures or any other information or people with you to the hearing.