



# TOWN OF ROXBURY CONNECTICUT

Board of Assessment Appeals

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

## TOWN OF ROXBURY PROPERTY ASSESSMENT APPEALS REQUEST FOR HEARING BEFORE THE BOARD OF ASSESSMENT APPEALS

Real Estate		Motor Vehicle		Personal Property	
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<b>PROPERTY OWNER:</b>					
<b>ADDRESS OF PROPERTY:</b>					
<b>OWNER REPRESENTED BY:</b>	Self		Agent		Name:
(If by agent, Authorization Form on back <b>must be completed</b> )					

All Correspondence & Notices should be sent to: (one address only)

Name:		
Address		
Phone:	(     )	-

Reason for Appeal:


Description of property being appealed:


Estimate value of property being appealed:	\$
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**PLEASE NOTE THE ABOVE FORM MUST BE COMPLETED IN ITS ENTIRETY AND RECEIVED BY THE BOARD OF ASSESSMENT APPEALS, NOT POSTMARKED, NO LATER THAN FEBRUARY 19, 2016.**

**PROPERTY OWNERS MUST FILE A SEPARATE FORM FOR EACH PARCEL, MOTOR VEHICLE OR PERSONAL PROPERTY ACCOUNT BEING APPEALED.**

Please return completed form to:  
 Board of Assessment Appeals  
 C/O Town Clerks Office  
 29 North St  
 Roxbury, CT 06783

Town Clerk Office Hours are: Tuesday-Friday 9AM – 12PM  
 Tuesday & Thursday – 1PM – 4PM

### OWNERS AUTHORIZATION FORM

I, \_\_\_\_\_ being the legal owner of property located at: \_\_\_\_\_

\_\_\_\_\_ hereby authorize \_\_\_\_\_  
to act as my agent in all matters before the Board of Assessment Appeals of the Town of Roxbury, State of Connecticut, for the assessment year October 1, 2015.

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

### GENERAL INFORMATION

The property owner must submit a written application for appeal hearing to the Board of Assessment Appeals so that said application is received by the board on or before **February 19, 2016**. Once the application is received a notice will be sent to the property owner with his or her hearing appointment date and time.

At the hearing the property owner should provide specific information to the Board of Assessment Appeals regarding the value of the property and the reason for the appeal. An engineering study showing the high cost of development, a denial to build by a local land use board, or a recent appraisal would be examples of information that could be provided to the Board of Assessment Appeals. Decisions regarding the hearing will not be made at this time.

Prior to taking any action, the Board may request an on-site visit.

The Board of Assessment Appeals may:

- Reduce the taxpayer's list by reducing the valuation
- Increase the assessment
- Add omitted property

The Board must reveal, in writing, the final determination of each taxpayer's appeal. This notification will be sent to you by mail. (§12-111)