

Town of North Branford Revaluation

Town of North Branford
Field Staff

Diane Anderson,
Field Inspector



Maroon 2002
Pontiac Grand Prix
CTLIC 860UBK

Allen Vincent,
Field Inspector



Bronze 2001
Saturn SW2
CT LIC 334PSO

February 2010

- Project Start-up

February to March 2010

- Data mailers mailed to all residential property owners
- Photos taken of all properties

April to July 2010

- Data collection of commercial properties
- Data collection of residential properties that did not return a data mailer

April to October 2010

- Analysis of recent sales
- Build valuation models in CAMA system
- Preliminary values produced and reviewed by company appraisers and the Assessor

November 2010

- Property owners notified of new assessments
- Informal taxpayer reviews with Tyler appraisers

December 2010

- Assessor reviews Tyler's recommendations
- Final value notices mailed to property owners

Town of North Branford 2010 Revaluation Data Mailer Frequently Asked Questions



Phone: 203.484.1060

Data Mailer Guidelines

- The column at the top left labeled **CONSTRUCTION DETAIL** contains the data currently listed for your property.
- Refer to the center column labeled **FIELD LEGEND** for the available choices for each item, such as interior floors and walls. Some fields allow for up to 2 selections and these should be the 2 most predominant. For example, if your home has carpet, hardwood and ceramic tile, select the two that best describe the interior flooring in the majority of the home.
- Living area is calculated using exterior measurements and includes all common areas such as stairways and closets. Descriptions for the sketch labels can be found in the **BUILDING SKETCH SUMMARY AND DESCRIPTION** section under the dwelling sketch.
- Occupancy should reflect the number of separate living units in the dwelling (1 Fam, 2 Fam, etc.)
- A 3 fixture bath (tub and/or shower stall, sink & toilet) is a Full Bath, a 2 fixture bath (just a sink and toilet) is a Half Bath. Xtra Fixtures may include a laundry sink or any fixtures above 3 in a full bath, such as a separate tub and shower stall.
- For Total Rooms - Do not include bathrooms, hallways or closets. Do include bedrooms, kitchen and other living areas.

Data Mailer Guidelines (cont)

- Finished basement (FBM or FLL) areas should be verified. Unfinished area is identified as UBM, ULL or URB.
- Count all fireplace openings (gas or wood burning). Indicate any permanently blocked/inoperable openings, if applicable.

Q: Why did I receive a data mailer?

A: Accurate data is required to determine the proper value for a property. Rather than physically inspecting each property, we are first giving property owners the opportunity to verify that the data we have listed is correct.

Q: Do I have to return the mailer?

A: Yes; your cooperation and participation is an important part of this revaluation. Please return the mailer, even if there are no changes.

Q: What if the data is incorrect?

A: Make changes directly to the form. There are places on the mailer for notes if you would like to make additional clarifications. **Some changes will require an inspection for verification.** Examples include changes to living area or exterior dimensions. A Tyler representative will call to schedule an appointment if an inspection is required.

Q: Will I be notified that the changes indicated on the mailer were made?

A: No. The information that is listed for

your property is available from the Assessor's office and will be on the Assessor's website once the values have been finalized and notice of new assessments are mailed this fall. The website address will be provided on the notice.

Q: What if I don't return the data mailer?

A: If you prefer, you may request an inspection, and a member of the field staff will arrange a time to verify the information. If we do not receive a returned mailer and you do not request an inspection, a member of the field staff will attempt to do an inspection this spring. Inspections take approximately 15 minutes.

Q: What will a data collector do when he/she comes to my door?

A:

They will:

- Ask you questions about the property, such as year built, number of rooms, etc;
- Ask permission to view the interior of the property;
- Measure the outside dimensions of the residence and any other structures;

They will **NOT**:

- Collect any information on personal property, such as artwork, furniture or appliances;
- Be able to answer questions about the current value or assessment.