

From: [Kinkle, Sherrie L](#)  
 To: [Kinkle, Sherrie L](#)  
 Subject: Assessment Appeal Form - Marin County's comments  
 Date: Monday, January 06, 2014 11:17:24 AM  
 Attachments: [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)  
[image008.png](#)

We have several concerns regarding the new Application for Changed Assessment form:

- 1) We request a one-page form. There doesn't appear to be additional information on the new Application for Changed Assessment form that would prevent that. We envision increased numbers of incomplete applications as Applicants and Agents fail to complete page 2. It is also easier for the Board members to review a one-page application during hearings.
- 2) Assigned Application Number. The new form has space to include the Assessment Appeals Board's mailing/contact information above the assigned case number. Could the field for Application Number be placed in the top corner of the page to facilitate locating a specific case number in a file drawer or a stack of applications. See Item 6 below for format of the top right corner of our current form.

BOE-305-AH (P1) REV. 08 (12-13)

**ASSESSMENT APPEAL APPLICATION**

This form contains all of the requests for information that are required for filing an application for changed assessment. Failure to complete this application may result in rejection of the application and/or denial of the appeal. Applicants should be prepared to submit additional information if requested by the assessor or at the time of the hearing. Failure to provide information the appeals board considers necessary may result in the continuance of the hearing.

**1. APPLICANT INFORMATION**

NAME OF APPLICANT (LAST, FIRST, MIDDLE INITIAL)

APPLICATION NUMBER: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

- 3) Re: Item 3, "Property Identification Information". In the Property Type section, there is no check box for Aircraft. Could a property type check box for Aircraft be included? If there is not another property type that could go under "OTHER:", could that box be renamed "AIRCRAFT. TAIL NUMBER:" ?

PROPERTY TYPE

- SINGLE-FAMILY RESIDENCE, CONDOMINIUM, OR TOWNHOUSE
- COMMERCIAL/INDUSTRIAL
- AGRICULTURAL
- PERSONAL PROPERTY/FIXTURES
- MANUFACTURED HOME

- BOAT. CF NUMBER: \_\_\_\_\_
- APARTMENTS. NUMBER OF UNITS: \_\_\_\_\_
- VACANT LAND
- OTHER: \_\_\_\_\_

4) \_\_\_\_\_

4. VALUE	A. VALUE ON ROLL	B. APPLICANT'S OPINION OF VALUE	C. APPEALS BOARD USE ONLY
LAND IMPROVEMENTS/STRUCTURES			
FIXTURES			
PERSONAL PROPERTY			
MINERAL RIGHTS			
TREES & VINES			
PENALTIES (amount or percent)			TOTAL

- 5) This concern is specific to Marin County. You indicate "As a reminder, Clerks will not be able to alter the BOE-adopted form by changing headings, reducing the font size of the text, changing questions, adding questions, or deleting questions. Clerks should add county-specific identifying information such as the county name and contact information. Editing instructions will be provided so that when adding county-specific information to the form it will not affect the ADA formatting."

If we are not able to edit the new Application, we will not be able to provide information currently on our Marin Application for Changed Assessment for Question 7 "WRITTEN FINDINGS OF FACTS"

New form: \_\_\_\_\_

**7. WRITTEN FINDINGS OF FACTS ( \$ \_\_\_\_\_ per \_\_\_\_\_ )**

- Are requested.
- Are not requested.

Current approved Marin form: \_\_\_\_\_

**7. WRITTEN FINDINGS OF FACTS** (\$250 minimum deposit per parcel or application must be paid prior to commencement of hearing - cost may exceed \$250.)  Are requested  Are not requested

- 6) We currently have information regarding the processing fee adopted by the Marin County Board of Supervisors located next to the Marin County contact information at the top of our Application for Changed Assessment):

APPLICATION NUMBER: \_\_\_\_\_

Mail to or deliver to:  
Assessment Appeals Board  
c/o Board of Supervisors  
County of Marin  
3501 Civic Center Drive, Suite 329  
San Rafael, CA 94903-4193  
(415) 473-7345

**NON-REFUNDABLE**  
**Processing Fee: \$50.00**  
Check or Money Order payable  
to "County of Marin"  
To be paid at time of filing

7) **INFORMATION AND INSTRUCTIONS FOR ASSESSMENT APPEAL APPLICATION:**

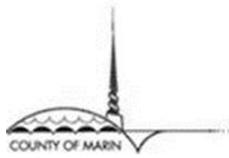
We currently have an approved Marin version of the Information and Instructions form that provides additional information related to Marin. Can we amend the new Forms BOE-305-AH (P3) Rev.08 (12-13) and BOE-305-AH (P4) Rev.08 (12-13) to provide information related to Marin County?

Re: Section 5. "Type of Assessment Being Appealed", the Internet address to view filing deadlines should be \_\_\_\_\_

**SECTION 5. TYPE OF ASSESSMENT BEING APPEALED**

Check only one item per application. Check the item that best describes the assessment you are appealing.

*Regular Assessment* filing dates are: (1) July 2 through September 15 for all property located in the county provided the county assessor sent a notice of assessed value by August 1 to all assessees with real property on the local roll; or (2) July 2 through November 30 for all property located in the county if the county assessor did not send notices of assessed values. Filing deadlings may be viewed at [www.boe.ca.gov/proptaxes/pdf/filingperiods/pdf](http://www.boe.ca.gov/proptaxes/pdf/filingperiods/pdf).



Lyn Scholz  
DEPUTY CLERK

.....  
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Assessment Appeals Board  
Board of Supervisors  
3501 Civic Center Drive, Suite 329  
San Rafael, CA 94903  
415 473 7345 T  
415 473 3645 F  
CRS Dial 711  
[aab@marincounty.org](mailto:aab@marincounty.org)