



## **Real Property Annual Review Program**

The Assessor's office reviews a portion of the properties in the Township every year. This process includes:

- Updating the exterior photo of properties
- Reviewing aerial photos
- Reviewing the condition of structures
- Verifying accuracy of record cards.

The Township Assessor may start by reviewing the property from the road. In areas where it is possible to see buildings from the road the Assessor may drive down the street and take photos on foot or from the car. The Assessor will always have identification. During this process, the Assessor will not request to inspect the inside of the home. *Note: If you see someone that behaves different from this description or if you are concerned, please notify the Police Department immediately.*

The Assessor's office also inspects a property when notified of new construction, remodeling or demolition.

### **Why do we do this?**

The Assessor's office has the responsibility to assess all property in the Township at 50% of fair market value. This includes homes, factories, commercial properties, vacant land and personal property. To meet the standards of the State Tax Commission, the Assessor's office reviews a portion of the properties every year. This allows the Township to keep accurate records.

### **How are parcels to be reviewed chosen?**

Although not limited to, the major impetuses for field visits are;

- Review of properties sold (*have there been physical changes to the property that may effect the sale price*).
- Sites issued permits (*measure and account for new construction*).
- Property owner request.
- Property in the current year's inspection plan.