

## Real Property Assessment Cycle

### *Real Property Assessment Cycle*

The Town/Village of East Rochester follows the New York State assessment calendar to prepare the annual assessment roll.

- *July 1<sup>st</sup> of the preceding year*: Valuation Date of July 1st is set by NYS Real Property Tax Law. The valuation date for the current assessment roll is the previous July 1st.
- *July 1st through March 1st*: Inspection of all new construction, permits for additions, remodeling, repairs or demolition and land subdivisions for the current assessment roll.
- *March 1<sup>st</sup>: "Taxable Status Date"*: The date that all properties are assessed "as of". In other words, the assessment is based on all improvements on the property "as of" this date. **In addition, all property tax exemptions must be submitted by this date per NYS Law.**
- *May 1st*: Valuation of all properties is completed. Tentative assessment change notices are mailed to impacted property owners between May 1<sup>st</sup> and May 15<sup>th</sup>
- *May 1st*: Tentative assessment roll is filed.
- *May 1<sup>st</sup> through 1<sup>st</sup> Tuesday in June*: Tentative assessment roll is available for public inspection in the assessment office.
- *First Tuesday in June*: The Board of Assessment Review (BAR) meets to hear assessment complaints. A grievance form (RP-524) must be filled out completely with any supporting documentation, and submitted to the Assessment Office between May 1<sup>st</sup> and the first Tuesday in June, before an appointment with the BAR is scheduled. Applications will be available online or in the assessor's office on May 1<sup>st</sup>.
- *July 1<sup>st</sup>*: Final assessment roll is filed. This value will be used to calculate the school tax bill in September, the town/county tax bill in January and, if applicable, the village tax bill in June of the following year. The property value is estimated as of the previous July 1<sup>st</sup>.
- *October 1<sup>st</sup> through March 1st*: Informal Review period.