



BOROUGH OF FRANKLIN

OFFICE OF THE TAX ASSESSOR

46 Main Street
Franklin, NJ 07416

Scott J. Holzhauer, CTA, SCGREA
Tax Assessor

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November 2023

«owner»

«street»

«CSZ»

Dear Property Owner:

The Sussex County Board of Taxation has directed the Borough of Franklin to undertake a Complete Reassessment Program beginning with tax year 2023 and continuing through 2028. This program will ensure uniform and equitable assessments throughout the municipality, account for recent changes in the real estate market, and significantly reduce costly tax appeals. The Borough has contracted with Appraisal Systems, Inc. to assist in conducting the Reassessment Program.

During 2022, 100% of all properties were inspected to establish the new assessments for Tax Year 2023 (the Base Year). As per NJ Division of Taxation requirements, at least 20% of the Borough's properties must be reinspected each year over the remainder of the program (2024-2028). Regardless of the percentage of properties inspected in any year over this time frame, ALL properties in the municipality will be reassessed each year to assure current market valuations are maintained.

In accordance with this reinspection requirement, your property is scheduled to be inspected in 2023 sometime in the coming months between November and December. The purpose of this inspection is to maintain accurate and current data regarding your property. Appraisal Systems, Inc. will be supplied with all current Property Record Cards (PRC's) maintained by the Assessor's Office and any recent construction permits issued by the Building Department. Appraisal Systems, Inc. representatives will carry photo identification and their names will be registered with the Police Department and the Borough Clerk's office. **Please do not allow anyone to enter your home without proper identification.** You will be requested to sign the field form used by the representative to acknowledge when an interior inspection is made. Please advise the occupants of any rental units you may own so they are prepared for the inspection.

The field inspectors will have a protective mask to wear if requested by the property owner. A contactless interior inspection using a video conference either during the first visit or a mutually convenient scheduled time will also be an available option.

If your property has a unique condition that you feel influences value, please send documentation to Appraisal Systems, Inc. (17-17 Route 208, Suite 210, Fairlawn NJ, 07410) and it will be considered in the process.

Regardless of when a property is visited during this 6-yr program, new assessments for 2024 will be determined on ALL properties based on the estimated market value as of October 1, 2023 (the statutory date by law). It is important to note that while only 20% (+/-) of properties are being inspected each year after the base year - ALL properties in town will be re-valued based on recent trends determined from a review of sales and rental activity within the past year. **All property owners will be notified by mail of their proposed new assessed values and will have an opportunity to review and/or contest same.**

Any inquiries with respect to the inspection and/or valuation procedure should be directed to Appraisal Systems, Inc. at (201) 493-8530. General information about the Reassessment process can be obtained from the Appraisal Systems, Inc. website at www.asinj.com and click on "Current revaluation information" on the homepage and follow the Franklin Link.

Sincerely,

BOROUGH OF FRANKLIN

Scott J. Holzhauer, CTA, SCGREA
Tax Assessor