



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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July 2022

«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 2027. 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.

Following the 2023 initial assessment, 25% of the Borough's properties will be inspected each year (2024-2027). Regardless of the percentage of properties inspected in this time frame - ALL properties in the municipality will be reassessed each year to assure current market valuations are maintained. This process helps assure that drastic changes in value are avoided over time.

The first step of the Reassessment process is the inspection of all properties in the Borough. Beginning in July 2022, inspectors from Appraisal Systems, Inc. will begin to visit all properties, measuring and photographing the exteriors of all buildings and inspecting the interiors. In order to properly assess your property, it will be necessary for a representative of Appraisal Systems, Inc. to examine the interior of your property. The first visit from an inspector will be unannounced between the hours of 9:00am and 5:00pm (Mon-Fri). If the homeowner is not present at the first visit, the inspector will leave a card specifying a return date to do the interior inspection. The notice will also have a telephone number to call to reschedule this appointment if the time or date is not convenient.

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 that an interior inspection was 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 208N – Suite 210, Fairlawn, NJ 07410 and it will be considered in the process.

The new property values for 2023 will all be determined based on their estimated market value as of October 1, 2022 (the statutory date required by law). All property owners will be notified by mail of their proposed assessed values and will have an opportunity to question/contest the values.

An online webinar explaining the reassessment process will be conducted on Monday, July 25th at 6pm. All residents will have the opportunity to watch this presentation about the Reassessment process and ask questions live. Please visit www.asinj.com for the link to the webinar as the date gets closer. Click on "Current revaluation information" on the homepage and follow the Franklin Link.

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.

Sincerely,
BOROUGH OF FRANKLIN

Scott J. Holzhauer, CTA, SCGREA