

COUNTY OF CHESTER ASSESSMENT OFFICE

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JEFFREY A. LAUDENSLAGER
Director of Assessment

JOSEPH A. FINNAREN, C. P. E.
Chief Assessor

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2013 MAR 29 PM 3:14
FRANKLIN TOWNSHIP
JOAN N. McVAUGH

3/27/13

RE: Exemption Policy
Building Permits

Joan N. McVaugh, Twp Manager
Franklin Township
PO Box 118
Kemblesville PA 19347

Dear Joan N. McVaugh:

Hope you are all well as we head into spring. I would like to take this opportunity to bring a couple of items to your attention as follows:

-CHANGE IN THE LAW IMPACTING THE FILING WINDOW FOR REAL ESTATE TAX EXEMPTION APPEALS

Pursuant to 53 Pa. C.S.A. Section 8844, requests for real estate tax exemption must be filed during the same time frame as that of annual real estate tax assessment appeals. In Chester County, that filing window is May 1 to August 1, annually. Any tax status change made by the Board of Assessment Appeals (BOAA) becomes effective for the beginning of the following tax year. However, if the exemption hearing is held prior to 7/1, it is possible that the exemption will become effective for the school year immediately following (we are awaiting legal clarification on that particular situation). Previously.....the county was able to accept an exemption appeal at any time during the year and the effective date of the exemption was tied to the date of the filing.

Should you have any questions relative to appeals.....contact Appeal Coordinator Kathy Jackson.

-COUNTY RECEIPT OF BUILDING PERMITS, USE & OCCUPANCY PERMITS, ZONING PERMITS

The Assessment Office relies on the timely/complete receipt of this information from all 73 municipalities. It is via this information that the county assessor assigned to your jurisdiction is able to keep the assessment base current and maximize tax revenue to the municipalities, the school districts and the county. There is also an

informational letter explaining the assessment process that we provide to the municipality that we request be given out to the individual at time of securing a permit.

We ask that you please check with the individual in your office who is responsible for providing this information to the county to make certain they are in compliance. Our assessor will also be following up with this individual to encourage assistance with the required information in the event there is need for improvement. Our working relationship with the municipalities is generally excellent and we appreciate your continued assistance.

Should you have any questions relative to BP's, U & O's, Zoning permits or the informational letter...contact Chief Assessor Joe Finnaren.

As always...thank you for your assistance.

Sincerely

A handwritten signature in black ink that reads "Jeffrey A. Laudenslager". The signature is written in a cursive, flowing style.

Jeffrey A. Laudenslager
Director of RE Assessment/Tax Claim