

KENDALL COUNTY BOARD OF REVIEW
 111 West Fox Street, Yorkville, IL 60560 (630-553-4148)
 Commercial/Industrial ASSESSMENT APPEAL FOR YEAR January 1, 2019

<i>Office use only:</i>	Hearing:	NO	YES
Appeal # _____	Hearing Date _____		
_____	Hearing Time _____		

_____-_____-_____-_____-_____ (ONE PARCEL PER FORM)
PROPERTY INDEX NUMBER (PIN)

THE COMMERCIAL/INDUSTRIAL GRID SHEET ON PAGE 2 MUST BE FILLED OUT AND SUBMITTED WITH APPEAL.

PROPERTY ADDRESS _____	PHONE _____	DATE _____
OWNER NAME _____	EMAIL _____	
ADDRESS _____	BUSINESS PHONE _____	
CITY /ZIP CODE _____	TOWNSHIP _____	
Sales on subject will be considered between January 1, 2018 through July 1, 2019.		
Reason for appeal: <input type="checkbox"/> Fair Market Value <input type="checkbox"/> Recent sale <input type="checkbox"/> Uniformity <input type="checkbox"/> Intervener	Prior/Pending PTAB _____ (year) CLASS: <input type="checkbox"/> Commercial <input type="checkbox"/> Apartments <input type="checkbox"/> Vacant Land <input type="checkbox"/> Industrial <input type="checkbox"/> Farm <input type="checkbox"/> RENTAL-Rent/Month \$ _____	
PURCHASE PRICE \$ _____	Date _____	

Oath: I do solemnly confirm that the statements made and the facts set forth in the foregoing complaint are true and correct to the best of my knowledge.

OWNERS/INTERVENERS SIGNATURE _____

If the owner is represented by an attorney, the owner's signature or a separate letter of authorization is required to be submitted at the time of filing. Failure to provide proper signatures or authorization with this filing will result in no scheduled hearing.

ATTORNEY'S NAME _____ ATTORNEY'S SIGNATURE _____
 (PLEASE PRNT)

ADDRESS _____
 (Street Address) (City) (State) (Zip) (Phone)

IL ARDC Registration No. _____ Email _____

- I WISH TO APPEAR AT THE HEARING. Please notify me by mail of my designated hearing date and time.
- OWNER WILL NOT APPEAR; ATTORNEY WILL APPEAR.
- I WILL NOT APPEAR AT THE HEARING. I request the Board make a decision based on the evidence submitted. I understand that I will NOT receive a hearing notice, but will receive notice of the Board's decision.

What do you think the FAIR MARKET VALUE of your property should be? \$ _____ (Fair market value of property, as of January 1, 2019.)	PROPOSED PROPERTY ASSESSMENT DIVIDED BY 3 = \$ _____ (Divide fair market value by 3 to equal your proposed assessment.)
If the above information is not filled out, the Board of Review will assume the assessment reduction request is less than \$100,000.	

<i>Office use only:</i>
PRESENT ASSESSMENT (AS OF JANUARY 1, CURRENT YEAR)
LAND _____
BUILDING _____
TOTAL _____

<i>Office use only:</i>
ACTION OF BOARD OF REVIEW
LAND _____
BUILDING _____
TOTAL _____

FILING THIS APPEAL IS **NOT** A PROTEST OF TAXES. THIS APPEAL ASSURES YOU OF A HEARING RELATIVE TO THE ASSESSMENT OF YOUR PROPERTY AS PLACED BY THE TOWNSHIP ASSESSOR AND/OR SUPERVISOR OF ASSESSMENTS.

RESIDENTIAL COMPARISON GRID

Please complete the Residential Comparison Grid. Information necessary to complete this form is available from your local township assessor, and from your own firsthand knowledge of comparable properties. **Please include pictures of the subject property and comparable properties.** A copy of your information will be sent to your local assessor.

	Subject Property	Comparable #1	Comparable #2	Comparable #3
1. (PIN) Parcel ID Number				
2. Street Address				
3. Neighborhood/ Subdivision				
4. Lot size/Acreage				
5. Structure type/ Style/Number of stories				
6. Exterior Construction				
7. Year Built				
8. Living Area (Square Feet) (No basement or garage)				
9. Basement Area (Full or partial)				
10. Air Conditioning				
11. Fireplace				
12. Garage Sq. footage (Number of cars)				
13. Other (i.e. in ground pool)				
14. Date of sale				
15. Sale Price				
16. Land Assessment				
17. Building Assessment				
18. Total Assessment				
19. Price per square foot (Building Assessment, line 17, divided by living area, line 8.)				

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Glossary of Terms for Residential Comparison Grid

Please select properties that are similar to the subject property in an appeal. Also, select comparable properties that are from the same subdivision, neighborhood, or located in the same general area as the subject property. The most accurate information relative to the value of comparable property is available from your local township assessor's office.

1. **Property Index Number**- This is the number that is used to identify your property. It appears on your assessment notice as well as your tax bill.
2. **Street Address**- The common address used for your property.
3. **Neighborhood**- *This is a very important criterion and every effort should be made to supply this information.* In most instances, the assessor has your property in an assessment neighborhood. If you are not in a neighborhood or subdivision, please describe the area in which you live in.
4. **Lot size/Acreage**- Please indicate the size of the lot for example, "1.25 acres", or "75 X 125".
5. **Structure type/Style/Number of Stories**- *This is also a very important criterion.* This refers to the type of home in terms of story, height, and style. The Board of Review is looking for whether the structures are 2-story, 1 and a half story, ranch, tri-level, or bi-level raised ranch. This information can usually be gained from a street side view of the properties.
6. **Exterior**- The board is looking for the finish on the exterior of the house. For example, brick, wood siding, aluminum siding and stucco are common exterior finish types. There may be combinations such as "brick and frame" that are appropriate descriptions here.
7. **Year Built**- The Board of Review would like to know the approximate year the home was built.
8. **Living Area**- The Board of Review is looking for the **above ground square footage** of the structure, as measured from the **exterior** of the building, which is the standard in the assessing industry.
9. **Basement Area**- Please indicate if the basement is full basement, partial basement, crawl space, or no basement.
10. **Air conditioning**- This is a "yes" or "no" answer. The Board of Review only considers central air to be air conditioning.
11. **Fireplace**- Please indicate the number of fireplaces in the home.
12. **Garage**- Please indicate how many cars may be accommodated by the garage.
13. **Other**- This area is used for the appellant or assessor to note significant amenities that may affect the value of a parcel. For example, a second garage or an in-ground pool.
14. **Date of Sale**- This is the date of sale of the property. Most recent sales data is preferred.
15. **Sales price**- This is the amount paid for the property on the above sale date.
16. **Land Assessment**- This is the current assessed value for the land portion of your property. This can be found on the assessment notice, in the publication notice, or the county or township website.
17. **Building Assessment**- This is the current assessed value for the building portion of your property. This also can be found on the assessment notice, in the publication notice, or the county or township website.
18. **Total Assessment**- The total of both the land and the building assessments.
19. **Price Per Square Foot**- You can find the price per square foot by taking the building assessment from line 17 and dividing it by the living area on line 8. This result gives the Board of Review a picture of whether your property is being assessed in a uniform manner with like properties.