

**Empowering**  
people who serve  
**the public®**

# Town of Rye Revaluation

Preliminary Assessment Notifications

January/February 2020



# What to Expect

Notices with the 2020 preliminary assessments will be mailed to all property owners the week of March 2<sup>nd</sup>.

If property owners feel the preliminary 2020 assessment does not accurately reflect market value as of the July 1, 2019, property owners, or their representative, may contact Tyler to schedule an informal review.

Informal review meetings generally take 15 to 20 minutes and are by appointment only.

The notice is mailed with a letter explaining how to understand the notice and what to do if you disagree with the assessment.

# Explanatory Letter for the Notice



## PRELIMINARY 2020 CHANGE OF ASSESSMENT

March 2, 2020

Dear Property Owner:

As recommended by the State of New York as a sign of "good governance," the Town of Rye is in the process of its periodic reassessment of all properties within the Town. As part of this process, Tyler Technologies was hired by the Town to assist in preparing the 2020 property assessment roll.

Enclosed is the *2020 Change of Assessment Notice* for your property. This notice shows the assessed value (market value) of your property for 2020 and will form the basis for your 2021-2022 tax bills (starting with your April 2021 Town/County bill), unless revised during the appeals process. The value of any new construction or improvements (additions, remodeling, building permits, etc.) for 2020 may not yet be reflected in your value.

## CHALLENGING YOUR 2020 ASSESSMENT

### INFORMAL REVIEW

**Please carefully review the information provided.** If you feel your preliminary 2020 assessment does not accurately reflect your property's market value **as of July 1, 2019**, you may schedule an **informal review meeting** with Tyler Technologies to review it by following the procedures on **Informal Review Guidelines** on the reverse side of this letter.

### FORMAL REVIEW

If you are dissatisfied with the outcome of your informal review, your assessment can be challenged by filing a formal appeal (Form RP-524) to the Town Board of Assessment Review between June 1<sup>st</sup> and 16<sup>th</sup>, but no later than June 16, 2020 (Grievance Day). Grievance applications and information about the appeal process are available at:

<https://www.townofryenyny.com/departments/assessment-office>.

Your participation and interest have been invaluable to the success of this project. Many thanks for your cooperation.

Yours truly,  
**Tyler Technologies**  
**The Town of Rye**

Tyler Technologies / Town of Rye Assessor  
222 Grace Church Street, Suite 301, Port Chester, NY 10573

# Informal Review Guidelines

## 2020 Preliminary Property Assessment

### Informal Review GUIDELINES

- ✓ Property owners who feel their preliminary 2020 assessment does not accurately reflect the market value of their property as of July 1, 2019, may contact or have their representative contact Tyler Technologies to schedule an informal review meeting by calling 914-881-4533 Monday through Friday 9:00AM to 4:00PM before March 18, 2020 or by logging onto [www.tylertech.com/schedule](http://www.tylertech.com/schedule).
- ✓ Informal review meetings generally take 15 – 20 minutes and are by appointment only and will be conducted during regular business hours, with limited evening and Saturday appointments available. Meetings will be held at: Crawford Mansion Community Center located at 122 N Ridge St., Rye Brook, NY 10573
- ✓ Be sure to have your assessment disclosure notice with you when you call. Information on the notice is required.
- ✓ Owners must advise Tyler's phone operators of ALL properties they own and wish to discuss at the time they schedule their meeting and whether or not someone else will represent them. Only properties that have been scheduled for an appointment will be discussed.
- ✓ A signed letter of authorization from the property owner is required for all representatives in order to discuss a property.
- ✓ Property owners will have an opportunity to review the data Tyler used in determining their assessment.
- ✓ Tyler will only discuss full market value. Tyler will not discuss taxes or exemptions.
- ✓ Informal reviews do not require anything specific or special from the property owner.
- ✓ Decisions regarding potential assessment changes will not be made during your meeting and a follow-up inspection of your property may be required to complete the review.
- ✓ All property owners who participate in the informal review process will receive notification of the results of the review by mail concurrent with the filing of the June 1, 2020 Tentative Assessment Roll.
- ✓ While NOT required, photos, recent appraisals or other documentation are welcome. It is best to provide a copy of this documentation for Tyler to retain for review.
- ✓ Commercial property owners are encouraged to provide income/expense information.
- ✓ If owners cannot attend an informal review meeting, correspondence may be sent to Tyler Technologies at the address on the bottom of the notice, postmarked no later than March 20, 2020. The letter must clearly document the property location, your concerns, and cause for reconsideration, market data, and your daytime phone number.

# Understanding the Notice

County of Westchester  
Village of Mamaroneck

Town of Rye / Tyler Technologies  
2020 TENTATIVE ASSESSMENT ROLL  
PRELIMINARY CHANGE OF ASSESSMENT NOTICE (REVAL)

**2020 ASSESSMENT NOTIFICATION**

OWNER INFORMATION

Owner Name 1  
Owner Name 2  
Street Address  
Mamaroneck, NY 10543

PARCEL INFORMATION  
554803 Parcel ID  
Property Location  
210 - 1 Family  
Res .25 Acres

You are hereby notified in accordance with the requirements of Section 510 of the Real Property Tax Law of your preliminary assessment. New York State law requires all properties in each municipality to be assessed at market value or at a uniform level of assessment each year.  
This Property Has Been Classified as a \*\*\* Homestead Parcel \*\*\*

Year	Assessed Value
2019	\$622,600
2020	\$705,900
Net Change	\$83,300

A change in your property's assessment does not necessarily indicate that your taxes will change. Your tax liability will be affected by several factors, including: changes to school/county/municipal budgets, changes to assessments of other properties, changes to exemptions applicable to your property, and apportionment of school and/or county taxes among multiple municipal segments.

You may contact representatives of the assessor's office regarding this notice. If, as a result of consultation with the assessor or otherwise, your tentative assessment differs from this preliminary assessment, you will be notified of that tentative assessment. If you disagree with your property's tentative assessment, in order to protect your right to assessment review, you must file a formal written complaint on the officially prescribed form (RP-524), available from your assessor or online at: [www.tax.ny.gov](http://www.tax.ny.gov), with your Board of Assessment Review (BAR) on or before **Grievance Day: Tuesday, June 16, 2020**.

A publication entitled "Contesting Your Assessment in New York State" is available at the assessor's office and online: [www.tax.ny.gov](http://www.tax.ny.gov).

Please note that your assessor and the BAR can only review your **assessed value**; they do not set and cannot adjust your taxes. If you feel that your assessment is fair but your taxes are too high, your comments should be addressed to the appropriate taxing jurisdiction.

Reval values & property info are available at: <https://ryetown.oarsystem.com/> & <https://townofrye.sdgny.com/>. Carefully read the enclosed cover letter. NOTE ASSESSMENTS SHOULD REPRESENT A FAIR SALE PRICE/MARKET VALUE.

Denise S. Knauer, IAO  
Town of Rye Assessor 6/1/2020

Parcel information including parcel ID, address, and property class is found in the upper right corner

The 2020 Market Value is what Tyler will discuss in an informal review meeting. Tyler will NOT discuss exemptions or taxes.

# How to Schedule a Meeting

Property owners can schedule an appointment online [www.tylertech.com/schedule](http://www.tylertech.com/schedule) or they can call Tyler at **914-881-4533** once they receive their letters.

Property owners must call Tyler Monday through Friday, 9:00AM to 4:00PM on or before March 18, 2020, to schedule an appointment.

Be sure to have your notice with you when you call. Information on the notice is required.

The phone lines may be busy the first few days but will lighten up by the second week.

Owners must inform Tyler phone operators of ALL properties they own and wish to discuss at the time they schedule their meeting and if they will be having someone else represent them.



# Online Property Information

- Your 2020 preliminary assessment (and additional property information) will also be available after March 2, 2020 on the town's property data portal:
- <https://ryetown.oarsystem.com/Home.aspx>

The screenshot shows the homepage of the Town of Rye's Online Assessment Roll System (OARS). At the top left is the Town of Rye seal, and at the top right is the OARS logo. Below the header is a navigation bar with links for Home, Search OARS, and Oars Help. The main content area features a welcome message and two prominent blue buttons: "Search Property Information" and "Search 2019 Final Assessment Roll". A note below these buttons states: "Note: Remember when searching, 'less is more.' Do not include 'Street,' 'Avenue,' etc." Below this is a disclaimer: "By clicking above you agree to all of the Terms outlined in the [Terms of Use](#) for this webpage". The bottom of the page is divided into three columns. The left column, titled "Key Dates", lists dates for the 2019 Assessment Roll (Valuation Date: 7/1/2018, Taxable Status: 5/1/2019, Tentative Roll: 6/1/2019, Final Roll: 9/15/2019) and the 2020 Reassessment Project (Valuation Date: 7/1/2019, Preliminary Assessment Change Notices: March 2020, Informal Reviews with Contractor: March 2020). The middle column, titled "Instructions to Complete & Return Data Mailers", explains the purpose of the Data Mailer and provides a link for detailed instructions. The right column, titled "Real Property Information Disclaimer", contains two paragraphs of disclaimer text. At the bottom of the middle column, a section titled "2020 Town Wide Reassessment Project" provides information about the town's commitment to fair assessments and the role of Tyler Technologies.

**Town of Rye**

Online Assessment Roll System

Welcome to the Town of Rye's  
Online Assessment Roll System

[Search Property Information](#)

[Search 2019 Final Assessment Roll](#)

*Note: Remember when searching, "less is more." Do not include "Street," "Avenue," etc.*

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**Key Dates**

**2019 Assessment Roll**  
Valuation Date: 7/1/2018  
Taxable Status: 5/1/2019  
Tentative Roll: 6/1/2019  
Final Roll: 9/15/2019  
**GRIEVANCE DAY: 6/18/19**

**2020 Reassessment Project**  
Valuation Date: 7/1/2019  
Preliminary Assessment Change Notices: March 2020  
Informal Reviews with Contractor: March 2020

**Instructions to Complete & Return Data Mailers**

Recently a *Data Mailer* (also known as a *Property Description Report*) was sent to you from Tyler Technologies (Reassessment Contractor) and the Town of Rye Assessor's Office. The purpose of the *Data Mailer* is to verify information concerning your property.

If you wish to submit your information online instead of filing out the *Data Mailer*, [please click here for detailed instructions](#).

**2020 Town Wide Reassessment Project**

Please check back to this page as well as the Town's website ([Click Here](#)) regularly for the most current information regarding this reassessment project.

The Town of Rye is committed to providing fair and equitable assessments in each annual assessment roll so that property owners pay only their fair share of property taxes. The last town-wide assessment revaluation took place in 2011. The Town Board approved the request to perform a town-wide reassessment/revaluation for the 2020 assessment roll for the 2021 taxes. The Town has contracted with Tyler Technologies (Contractor) to perform this reassessment project.

Accurate property inventory/information is vital to an equitable assessment. Commencing in 2019 and continuing today, the Contractor has been reviewing and

**Real Property Information Disclaimer**

The information contained herein is furnished as a public service by the Town of Rye. The Town of Rye does not warrant, express or implied, the accuracy, completeness, or reliability of this information.

The user of the information assumes all risk of reliance thereon, and further, assumes all responsibility for his or her use, or misuse, of the information.

# At the Informal Meeting

Informal meetings generally take 15 – 20 minutes.

Property owners will have an opportunity to review the data Tyler used to determine the assessment.

A signed letter of authorization from the property owner is required for all representatives in order to discuss the property.

Only properties that have been scheduled for an appointment will be discussed.

Tyler will only discuss full market value. Tyler will not discuss taxes or exemptions.



# What to Bring to the Meeting

Informal reviews do not require anything specific or special from the property owner.

While NOT required, photos, recent appraisals or other documentation are welcome. It is best to provide a copy of this documentation for Tyler to retain for review.

Commercial property owners are encouraged to provide income/expense information.

# What If I Cannot Attend?

If owners cannot attend an informal review meeting, correspondence may be sent to Tyler Technologies at the address on the bottom of the notice, postmarked no later than March 20, 2020.

# What Happens Next?

Tyler appraisal staff will review every property that had an informal meeting.

All property owners who participate in the informal review process will receive notification of the results of the review by mail concurrent with the filing of the June 1, 2020 *Tentative Assessment Roll*.

It is IMPORTANT to note that you do not have to go through the informal review process to file a formal grievance.

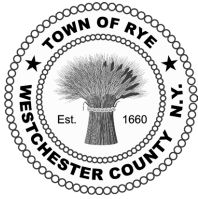
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# **Thank you for joining us today.**

We would be happy to answer any  
questions at this time.





**Town of Rye  
Reassessment Office  
222 Grace Church Street, Suite 301  
Port Chester, NY 10573**

First Class  
US Postage  
PAID  
Hartford, CT  
Permit No. 1754

THIS WINDOW IS FOR PROOFING PURPOSES  
ONLY AND MAY NOT REPRESENT ACTUAL  
SIZE OR POSITION

**IMPORTANT ASSESSMENT INFORMATION**



## ***PRELIMINARY 2020 CHANGE OF ASSESSMENT***

March 2, 2020

Dear Property Owner:

As recommended by the State of New York as a sign of “good governance,” the Town of Rye is completing the process of its periodic reassessment of all properties within the Town. As part of this process, Tyler Technologies was hired by the Town to assist in preparing the 2020 Assessment Roll.

Enclosed is the *2020 Preliminary Change of Assessment Notice* for your property. This preliminary notice shows the assessed value (market value) of your property for 2020 and will form the basis for your 2021-2022 tax bills (starting with your April 2021 Town/County bill), unless the preliminary assessment is revised during the appeal process. The value of any new construction or improvements (additions, remodeling, building permits, etc.) for 2020 may not yet be reflected in your value.

### **REVIEWING YOUR 2020 ASSESSMENT**

#### **INFORMAL REVIEW (with Tyler Technologies)**

**Please carefully review the information provided.** If you feel your preliminary 2020 assessment does not accurately reflect your property’s market value **as of July 1, 2019**, you may schedule an **informal review meeting** with Tyler Technologies by following the procedures on the ***Informal Review Guidelines*** on the reverse side of this letter.

#### **FORMAL REVIEW (Board of Assessment)**

**Whether or not you have an informal review with Tyler Technologies, your assessment can still be reviewed** by filing a formal appeal (Form RP-524) to the Town’s Board of Assessment Review (BAR) between June 1<sup>st</sup> and 16<sup>th</sup>, but **no later than** June 16, 2020 (Grievance Day). Grievance applications and information about the appeal process are available at:

<https://www.townofryeny.com/departments/assessment-office>.

Your participation and interest are invaluable to the success of this project. Many thanks for your cooperation.

Yours truly,  
***Tyler Technologies***  
***The Town of Rye***



## 2020 Preliminary Property Assessment Informal Review GUIDELINES

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County of Westchester  
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Town of Rye / Tyler Technologies  
2020 TENTATIVE ASSESSMENT ROLL  
PRELIMINARY CHANGE OF ASSESSMENT NOTICE (REVAL)

PARCEL INFORMATION

554803 Parcel ID  
Property Location  
210 - 1 Family  
Res .25 Acres

**2020 ASSESSMENT NOTIFICATION**

OWNER INFORMATION

Owner Name 1  
Owner Name 2  
Street Address  
Mamaroneck, NY 10543

You are hereby notified in accordance with the requirements of Section 516 of the Real Property Tax Law of your preliminary assessment. New York State law requires all properties in each municipality to be assessed at market value or at a uniform level of assessment each year.

This Property Has Been Classified as a \*\*\* Homestead Parcel \*\*\*

Year	Assessed Value
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2020	\$705,900
Net Change	\$83,300

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**Grievance Day: Tuesday, June 16, 2020.**

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Carefully read the enclosed cover letter. NOTE ASSESSMENTS SHOULD REPRESENT A FAIR SALE PRICE/MARKET VALUE.

Denise S. Knauer, IAO  
Town of Rye Assessor 6/1/2020