Should I file an appeal on my property tax assessment?

Make sure the Office of Property Assessments has your property data characteristics correct.

*Check the website Real Estate Portal | Search

*Have any errors corrected ~ This may affect your property assessment

What is a Property Record Card?

The assessor has more information on the Property Record Card (PRC) than what is published on the real estate website. If the information is wrong, your taxes will be incorrect.

The Property Record Card can be obtained:

- 1. For free by emailing the county at landhelp@alleghenycounty.us
- 2. By requesting a paper copy on the first floor of the County Office Building (Real Estate Department Copy Desk) at Station 13. The cost is \$0.25 per page

What do you believe you could sell your property for in the current market?

*What are your neighbors selling their homes for? Check properties in your neighborhood that utilize the same school district and have similar square footages. Exterior measurements are used for assessment purposes.

*Your assessed value is a base year value. Allegheny County is currently using a 2012 base year value. A common level ratio (established each year through the State Tax Equalization Board) will be applied to your current market value to get a base year value of 2012.

What is the Allegheny County Common Level Ratio for the 2026 Tax Year?

The 2026 Allegheny County Common Level Ration (CLR) is 50.14. For example, if an appellant proves the Current Market Value of a property to be \$100,000 at a Hearing, its value for assessment purposes will be \$50,140.

How do I file an appeal?

Appeals filed and heard this year (2025) will be for the following year's (2026) tax assessment.

*Appeal forms will be accepted from July 1, 2025 - September 2, 2025 for tax year 2026

*Appeal forms are available by printing and returning it to the Office of Property Assessments <u>Annual Appeal Form</u>

*Appeals may be filed online on the <u>Real Estate Portal</u> - bring up your parcel and click on the "Appeal Status" tab to see the appeal option. <u>Detailed</u> <u>directions</u> are available

*All appeals are held over the telephone ~ make sure you provide a telephone number

What arguments can I present to the Appeals Board?

- 1. Base Year Value as of January 1, 2012
- 2. Current Market Value as of September 2, 2025

What evidence should I be gathering to prove my opinion of value?

If you are trying to prove market value ~ a current market value:

*Recent arm's-length sales (preferably within the last twelve (12) months of similar properties with close square footage, bedrooms and baths

*Properties in your neighborhood and school district

*Estimates and pictures of major repairs that your property needs fixed

*An appraisal performed for tax purposes

*All evidence collected must be submitted either electronically or by mail at least 10 days before the hearing date

*Evidence must be submitted to all interested parties

*Send evidence as soon as you get your hearing notice

Email: appeals@alleghenycounty.us

US mail: Office of Property Assessments; 542 Forbes Avenue, Room 334; Pittsburgh PA 15219

When will I receive my hearing notification?

*Notices will be mailed ~ residential notices with a minimum of 21 days in advance and commercial notices with a minimum of 30 days in advance

*Remember to send evidence as soon as you receive your hearing notification

*Make sure you provide a telephone number

What happens the day of the hearing?

*Hearings are conducted by phone ~ **make sure you provide a telephone number.** There will be only two attempts to contact you at that number.

*You will receive a phone call the day and time your hearing is scheduled ~ do not panic if you don't get a call exactly at your scheduled time ~ hearings may run late ~ if an hour or more late please call 412-350-4603

*You are allowed one postponement up to seven (7) days before your hearing ~ please email <u>AppealPostponement@AlleghenyCounty.us</u>

*You may withdraw your appeal ~ please email appealwithdrawal@alleghenycounty.us

Things to Consider

~Your assessment may INCREASE, DECREASE or STAY THE SAME based on the evidence

~Other parties that have an interest in your tax assessment may file an appeal on your property

- School District
- Municipal Taxing Authority
- Allegheny County **cannot** appeal because it certifies the assessments

How often may I Appeal?

~You may file an appeal every year

~There are SPECIAL APPEALS which include

• Change in value (permits)

• Interim value

~You may have an authorized representative to represent you

~Evidence must be submitted to opposing parties (Owner or Taxing Jurisdiction)

Whom may I call with additional questions?

Call (412) 350-4636 if you have additional questions.