

# Municipal assessment: the visit to your property

## Useful information



## The Service de l'évaluation foncière de la Ville de Montréal

The Service de l'évaluation foncière de la Ville de Montréal is responsible for assessing all properties across the island of Montréal and preparing the municipal assessment rolls. Municipal appraiser thus has a mandate to assess the market value of all residential, commercial, industrial and institutional properties.

In order to establish the actual value of the immovables on the assessment roll and maintain an updated inventory of properties to assess, the Service de l'évaluation foncière must ensure that it has reliable and valid data on the immovables subject to assessment.

## Is it mandatory?

Municipal appraisers or their representatives are given the right to visit properties under the *Act respecting Municipal Taxation*, the provincial law governing their work (sections 15 to 18 of the *A.M.T.*).

The appraiser must periodically review the physical condition of the buildings and may visit the properties, whether or not they have undergone changes.

Staff at the Service de l'évaluation foncière can contact you to obtain information or schedule a visit to your building.

Access to information concerning your property and the visit are vital for establishing the value of immovables and ensuring fairness between property taxpayers.



## Agglomeration of Montréal

The management of assessment rolls is a regional responsibility that comes under the agglomeration of Montréal, which is made up of the city of Montréal and the 15 reconstituted municipalities.

Appraisers have access to home inspectors/technicians to assist them with their work. The main task of building inspectors is to visit properties and conduct a physical survey of them. The inspector is mandated to collect information that helps establish the actual value of a property and update the file on that property:

- Inspectors/technicians survey or validate the dimensions of the building, update the sketch, verify the quality and condition of the materials, take photographs, and note the building location features.
- They gather information on the nature of any work carried out, including work completion dates and costs.
- If applicable, they obtain information concerning the prevailing real-estate market conditions at the time that the property was sold and the context surrounding the circumstances of the sale.
- When the property generates income, inspectors/technicians gather information related to building revenues and expenses.

## Why my property?

There are several reasons why a property inspection may be deemed necessary:

- Work has been carried out after a construction permit was issued.
- The property was sold. Consequently, in the months following the transaction, the appraiser must ensure that the description of the immovable in his or her records accurately reflects the immovable sold.
- The *Act respecting Municipal Taxation* obliges the Service de l'évaluation foncière to ensure the accuracy of data in its possession at least once every nine years (section 36.1 of the *A.M.T.*).

## Will my property increase in value?

Certain renovations or improvements will not necessarily increase the value of your property (e.g. regular maintenance work, including re-roofing or re-paving the driveway, painting).

However, some work on a property can lead to an increase in value (e.g. a kitchen or bathroom renovation, expansion or basement finishing work).

That said, the increase in value is not necessarily equal to the total cost of the work. The appraiser must determine what additional sum a buyer is prepared to pay for the improvements made.

These changes, regardless of their impact on the value recorded on the municipal assessment roll, must be surveyed to ensure that the construction record accurately reflects the reality.

## When will I be informed?

When major changes are made to a property, the inspector/technician forwards the file to an appraiser so that he or she can estimate the impact of the changes made on the actual value of the property recorded on the assessment roll.

Only owners whose assessment is reviewed will be informed of the changes.

Within six months of the inspector's visit, your municipality would normally send you a notice of alteration indicating the new value, which should be retroactive to the work completion date.

## What if I don't agree with the new value?

You can request an administrative review of the new value assigned to your property within 60 days after the sending of the notice of alteration. The form is available at your city hall, at borough offices and regional offices, and on [montreal.ca](http://montreal.ca).

For further information:  
Customer service  
514-280-3825  
[montreal.ca](http://montreal.ca)

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