

Assessment: Request for Information

Saddle Hills County Assessment Department is currently completing property re-inspections in your area. Since you were unavailable when we visited, we kindly ask that you complete this questionnaire to aid us in the inspection process and ensure the data we have is correct for your property.

Due to COVID-19 procedures we have visited as little as possible since 2020, to ensure your safety and ours. As a result, we have made minimal interior changes during this time.

Should you have any questions, or require any help completing this questionnaire, please contact Assessment direct at (780) 506-0101 or through our office at (780) 864-3760 ext. 202 or 203.

This information is requested under the authority of the Municipal Government Act Section 295

1. *A person must provide, on request by an assessor, any information necessary for the assessor to carry out the duties and responsibilities of an assessor under Parts 9 to 12 and the regulations,*
2. *An assessor may request information or documents under subsection(2) only in respect of a property within the municipality for which the assessor is preparing an assessment.*
3. *No person may make a complaint in the year following the assessment year under section 460 or, in the case of linear property, under section 492(1) about an assessment if the person has failed to provide any information requested under subsection (1) within 60 days from the date of the request.*

Full Name *

Roll # *

Legal Land Description *

Contact Number *

Contact Email Address *

Residential and Exterior:

What year was your house built?

How big is your house in square feet?

How many stories is your house?

Which of the following best describes the roofing material:

- ☐ Asphalt Shingles
- ☐ Clay Tile
- ☐ Metal Roof
- ☐ Metal Shingles
- ☐ Shake Roof
- ☐ Other

If you selected Other, what material is your roof made from?

Which of the following best describes the type of exterior finish:

- ☐ Aluminum
- ☐ Brick/Stone
- ☐ Hardy Board
- ☐ Prefinished Masonite
- ☐ Stucco
- ☐ Vinyl
- ☐ Wood
- ☐ Other

If you selected Other, what type of exterior finish does your property have?

Which of the following does your property have?
Please select all that apply.

- ☐ Balcony
- ☐ Brick/Concrete/Stone Patio
- ☐ Covered Deck/Veranda
- ☐ Enclosed Deck/Sunroom
- ☐ Open (Uncovered) Deck/Patio
- ☐ Solarium
- ☐ Other

If you selected Other, what additions does your property have?

For any of the additions you have checked above please list the square feet and quality (excellent, good, fair, or poor)

Residential Interior:

Do you have any of the following fireplace types in your residence? Please check all that apply.

- ☐ Electric Fireplace
- ☐ Free Standing or Wood Stove
- ☐ Natural Gas Fireplace (Propane)
- ☐ Wood or Pellet Fireplace
- ☐ None of the Above

How many free standing fireplaces or wood stoves does your property have?

Please indicate on which floors of your property the free standing fireplaces or wood stoves are located

How many wood or pellet fireplaces does your property have?

Please indicate on which floors of your property the wood or pellet fireplaces are located

Which of the following plumbing fixtures does your property have? Please check all that apply

- ☐ Kitchen Sink
- ☐ Dishwasher
- ☐ 1/2 Bath (Sink and Toilet)
- ☐ 3/4 Bath (Sink, Toilet, and Shower)
- ☐ Full Bath (Sink, Toilet, and Tub/Shower)
- ☐ 5 Piece Bath (Double Sink, Toilet, Tub, Separate Shower)
- ☐ Laundry Sink
- ☐ Bar Sink
- ☐ Other

How many electric fireplaces does your property have?

Please indicate on which floors of your property the electric fireplaces are located

How many natural gas fireplaces (propane) does your property have?

Please indicate on which floors of your property the natural gas fireplaces (propane) are located

Does your home have any of the following? Please check all that apply

- ☐ Central Air Conditioning
- ☐ Indoor Hot Tub
- ☐ Outdoor Hot Tub
- ☐ Sauna (Indoor/Outdoor)

If you answered Other, what additional plumbing fixtures does your property have?

For any of the plumbing fixtures you have checked above please list the number of each and which floor of your property they are on

Which of the following best describes the kitchen countertops?

- ☐ Granite, Marble or Similar (usually has no visible seams)
- ☐ Laminate/Arborite or Similar (usually has visible seams)
- ☐ Other

If you selected Other, what material are your kitchen countertops made from?

Which of the following best describes the kitchen cabinets

- ☐ Hardwood (eg. Oak, Maple)
- ☐ Melamine (White)
- ☐ Solid Veneer
- ☐ Other

If you selected Other, what material are your kitchen cabinets?

Does your property have a basement/lower level?

- ☐ Yes
- ☐ No

Is the basement/lower level finished?

- ☐ Yes
- ☐ No

What is the total number of rooms in the basement/lower level?

What percentage of the total basement/lower level area is completed?

Which of the following does the basement/lower level contain? Please check all that apply

- ☐ Full Walkout
- ☐ In-Floor Heat
- ☐ Kitchen
- ☐ Secondary Suite
- ☐ Separate Entrance into Basement
- ☐ Other

If you answered Other, what additional components does the basement/lower level contain?

Are there any other property specific details that may impact the value of your property?

Land Use:

Q: WHAT QUALIFIES FOR FARMLAND STATUS?

A: The Minister of Municipal Affairs has developed strict guidelines and rules for land classified as “farmland”.

By definition, “Farming Operations” means the raising, production and sale of agricultural products and includes 1) Horticulture, aviculture, apiculture, and aquaculture. 2) The production of horses, cattle, bison, sheep, swine, goats, fur bearing animals, raised in captivity, domestic cervids within the meaning of the Livestock Industry Diversification Act, and domestic camelids, and 3) The planting, growing and sale of sod. Should any of the above activities take place on the parcel of land, only then does the land qualify for farm status and assessment as agricultural use value. (continued.....

What does “agricultural use value” mean? It means the value of a parcel of land based exclusively on its use for farming operation.

If the land is not used for farming operations as prescribed by definition, the land cannot be assessed as agricultural use value and must, by legislation, be assessed at the market value standard.

Please note that when a parcel of land has qualified as farmland, it is assessed using regulated rates (agricultural use value) and this value has no relationship or reflection on the market value of the property.

Please check all that apply to your property

- ☐ Residential
- ☐ Commercial (Small Business)
- ☐ Farm
- ☐ Other

If you answered Other please specify use

Do you own other farm property in Saddle Hills County?

- ☐ Yes
- ☐ No

What type of farm production and income best describes what is currently occurring on this parcel? Please check all that apply

- ☐ Cattle, Poultry, Swine, Fish, Bees
- ☐ Breeding Horses
- ☐ Horticulture (Hay, Grain, All Crops, Greenhouses etc.)
- ☐ Sod
- ☐ Other

If you answered Other, please specify what type of farm production and income is currently occurring on your land

Do you own farm property in another Municipality in Alberta?

- ☐ Yes
- ☐ No

Which Municipality is the property located in? Please include land location and roll #

Is there a home located on the property?

- ☐ Yes
- ☐ No

Note: *Riaer* - Farm residence(s) can receive exemptions from the market value assessment. In rural municipalities, the Provincial Government allows a farm residence to be exempt based on the amount of farmland assessment in the owner's unit. The maximum exemption is **\$61,540** for the first residence of a farm owner's unit, and **\$30,770** for each additional residence. Saddle Hills County assessors administer the *Riaer* for Saddle Hills County property owners. Please let us know of any changes.

Renovations and Additional Buildings:

In this section we are gathering information on any upgrades to your property, such as windows, doors, flooring, fixtures, and finishes.

PLEASE PROVIDE THE FOLLOWING INFORMATION FOR EACH OF THE BELOW CATEGORIES

Year of Update (ie. 2015), Percentage Updated (ie. 50%), Any Additional Comments

Windows

Interior Doors

Exterior Doors

Flooring

Interior Paint

Interior Trim

Exterior Finish

Electrical Services and Fixtures

Kitchen

Roof Covering

Heat and Air Conditioning

Other (please specify)

Do you have additional buildings on your property such as a shed, garage, shop or barn?

- ☐ Yes
- ☐ No

PLEASE PROVIDE THE FOLLOWING INFORMATION FOR EACH BUILDING

Type of Building, Year Built, Attached/Detached, Size (in sq. ft.), Height (in ft.), Heat Type (if applicable), Building Use (personal, commercial - small business, farm)

Please also note if the building has a Concrete Floor, Electrical, or Mezzanine Area

Please provide all information for Building #1

Please provide all information for Building #2

Please provide all information for Building #3

Please provide all information for Building #4

Please provide all information for Building #5

Notice of Collection

The personal information on this form is being collected for the purpose of determining the subject property's assessed value and will be reviewed by Administration. The information is collected under the authority of Section 146 of the Municipal Government Act and Section 4 of the Protection of Privacy Act. For questions about the collection of personal information, contact admin@saddlehills.ab.ca or call (780) 864-3760.

By signing this form I confirm that all information provided is true and accurate to the best of my knowledge

Please send me a pdf copy of this form

- ☐ Yes
- ☐ No

Email address for copy of form *