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**NOTICE**  
**WEST ALLIS BOARD OF REVIEW**

**PLEASE TAKE NOTICE** that the Board of Review for the City of West Allis will convene on Tuesday, May 23, 2017 at 3:00 p.m. in the Common Council Chamber of West Allis City Hall, 7525 W. Greenfield Ave., West Allis, Wisconsin, for the following purpose:

1. Election of the 2017 Chair and Vice-Chair.
2. Presentation of the assessment roll by the City Assessor.
3. 3:00 p.m. to 5:00 p.m. taxpayers opportunity to appear and examine the assessment roll and other assessment data.
4. Any other business to properly come before the Board.

This notice is being provided pursuant to Wis. Stat. §70.47(2).

**Please be advised of the following requirements to appear before the Board of Review and procedural requirements if appearing before the Board.**

Wis. Stats §70.47(7) State:

- (7)(a) The Board of Review may not hear an objection to the amount or valuation of property unless, at least 48 hours before the Board's first scheduled meeting, the objector provides to the Board's clerk written or oral notice of an intent to file an objection, except that, upon a showing of good cause and the submission of a written objection, the Board shall waive that requirement during the first 2 hours of the Board's first scheduled meeting, and the Board may waive that requirement up to the end of the 5th day of the session or up to the end of the final day of the session if the session is less than 5 days with proof of extraordinary circumstances for failure to meet the 48-hour notice requirement and failure to appear before the Board of Review during the first 2 hours of the first scheduled meeting. Objections to the amount or valuation of property shall first be made in writing and filed with the clerk of the Board of Review within the first 2 hours of the Board's first scheduled meeting, except that, upon evidence of extraordinary circumstances, the Board may waive that requirement up to the end of the 5<sup>th</sup> day of the session or up to the end of the final day of the session if the session is less than 5 days. The Board may require such objections to be submitted on forms approved by the department of revenue, and the Board shall require that any forms include stated valuations of the property in question. Persons who own land and improvements to that land may object to the aggregate valuation of that land and improvements to that land, but no person who owns land and improvements to that land may object only to the valuation of that land or only to the valuation of improvements to that land. No person shall be allowed in any action or proceedings to question the amount or valuation of property unless such written objection has been filed and such person in good faith presented evidence to such Board in support of such objections and made full disclosure before said Board, under oath of all of that person's property liable to assessment in such district and the value thereof. The requirement that it be in writing may be waived by express action of the Board.
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- (7)(aa) No person shall be allowed to appear before the Board of Review, to testify to the Board by telephone, or to contest the amount of any assessment of real or personal property if the person has refused a reasonable written request by certified mail of the Assessor to view such property.
- (7)(ac) After the first meeting of the Board of Review and before the Board's final adjournment, no person who is scheduled to appear before the Board of Review may contact, or provide information to, a member of the Board about that person's objection except at a session of the Board.
- (7)(ad) No person may appear before the Board of Review, testify to the Board by telephone, or contest the amount of any assessment unless, at least 48 hours before the first meeting of the Board or at least 48 hours before the objection is heard if the objection is allowed under sub. (3)(a), that person provides to the Clerk of the Board of Review notice as to whether the person will ask for removal under sub. (6m)(a) and if so, which member will be removed and the person's reasonable estimate of the length of time that the hearing will take.
- (7)(ae) When appearing before the Board, the person shall specify, in writing, the person's estimate of the value of the land and of the improvements that are the subject of the person's objection and specify the information that the person used to arrive at that estimate.
- (7)(af) No person may appear before the Board of Review, testify to the Board by telephone or object to a valuation; if that valuation was made by the Assessor or the Objector using the income method; unless the person supplies to the Assessor all of the information about income and expenses, as specified in the manual under sec. 73.03(2a), that the Assessor requests. The municipality or county shall provide by ordinance for the confidentiality of information about income and expenses that is provided to the Assessor under this paragraph and shall provide exceptions for persons using the information in the discharge of duties imposed by law or of the duties of their office or by order of a court. The information that is provided under this paragraph, unless a court determines that it is inaccurate, is not subject to the right of inspection and copying under s. 19.35(1).
- The Board shall hear upon oath, by telephone, all ill or disabled persons who present to the Board a letter from a physician, surgeon or osteopath that confirms their illness or disability. No other persons may testify by telephone unless the Board, in its discretion, has determined to grant a property owner's or their representative's request to testify under oath by telephone or written statement.

Dated at West Allis, Wisconsin, this 26<sup>th</sup> day of April, 2017.




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Monica Schultz, City Clerk  
West Allis Board of Review

Publish: May 4, 2017

#### **NONDISCRIMINATION STATEMENT**

THE CITY OF WEST ALLIS DOES NOT DISCRIMINATE AGAINST INDIVIDUALS ON THE BASIS OF RACE, COLOR, RELIGION, AGE, MARITAL OR VETERANS' STATUS, SEX, NATIONAL ORIGIN, DISABILITY OR ANY OTHER LEGALLY PROTECTED STATUS IN THE ADMISSION OR ACCESS TO, OR TREATMENT OR EMPLOYMENT IN, ITS SERVICES, PROGRAMS OR ACTIVITIES.

#### **AMERICANS WITH DISABILITIES ACT NOTICE**

UPON REASONABLE NOTICE THE CITY WILL FURNISH APPROPRIATE AUXILIARY AIDS AND SERVICES WHEN NECESSARY TO AFFORD INDIVIDUALS WITH DISABILITIES AN EQUAL OPPORTUNITY TO PARTICIPATE IN AND TO ENJOY THE BENEFITS OF A SERVICE, PROGRAM OR ACTIVITY PROVIDED BY THE CITY.

#### **LIMITED ENGLISH PROFICIENCY STATEMENT**

IT IS THE POLICY OF THE CITY OF WEST ALLIS TO PROVIDE LANGUAGE ACCESS SERVICES TO POPULATIONS OF PERSONS WITH LIMITED ENGLISH PROFICIENCY (LEP) WHO ARE ELIGIBLE TO BE SERVED OR LIKELY TO BE DIRECTLY AFFECTED BY OUR PROGRAMS. SUCH SERVICES WILL BE FOCUSED ON PROVIDING MEANINGFUL ACCESS TO OUR PROGRAMS, SERVICES AND/OR BENEFITS.