

City of Manassas Park, Virginia
Office of the City Assessor

Frequently Asked Questions

1. How can I change my mailing address for assessment notices?

Requests for address changes for assessment notices must be made in writing by the property owner(s) or an authorized agent. If you are an authorized agent, please make sure to review the requirements for valid Letters of Authorization prior to submitting a change of address request.

These requests may be submitted by e-mail, fax, mail, or in person. All requests should include the property address and the new mailing address.

E-mail cityassessor@manassasparkva.gov

Fax 703-335-0053

Mail Office of the City Assessor

One Park Center, City Hall

Manassas Park, VA 20111

2. Why have I received this real estate assessment notice?

In accordance with Section 58.1-3330 of the Code of Virginia, you are provided this notice as an official statement of the assessed value of your real property for local tax purposes. The effective date of the assessment notice you received is July 1, 2020. This assessment represents the estimated fair market value of your property.

This notice is not a tax bill. The 2020 assessed value provides the basis for your real estate taxes that will be due on December 7, 2020 and June 7, 2021.

3. What is my assessed value intended to reflect? Is it the sales price?

Your total assessed value should reflect 100% of fair market value of your property as of July 1. Manassas Park utilizes mass appraisal methods in determining the fair market value of your property. Your assessment notice allocates a land value (as if vacant), and an improvement value. However, the total value as it appears on your notice is intended to be your property's fair market value. The Governing Body for the City of Manassas Park sets the real property tax rate every year as part of the budget process in the spring. This tax rate is then applied to the assessed value to determine the amount of real estate taxes you will owe each year.

Assessments are based on valid sales within your neighborhood (or a similar neighborhood), and then analyzed to determine market trends for neighborhoods as well as individual properties.

An individual sales price is the actual price a buyer pays for a particular property. While the sales price is one indicator of market value, there are numerous additional sales that are relied upon to determine your assessment.

4. What are the differences between sales prices, appraisals, and assessments?

Sale price is the actual price a buyer pays for a particular property. An **appraisal** is a detailed single property valuation, and may be obtained any time throughout the year. Appraisals can have a variety of purposes, such as a mortgage loan, sale, home equity loan, or estate valuations.

An **assessment** is a mass appraisal of property as of July 1 each year for tax purposes. Assessments are based on large numbers of sales that are analyzed to determine values for large groups of similar properties.

5. Is there a law that prevents assessments from changing more than a certain amount from year to year?

The Constitution of Virginia requires real estate assessments to represent fair market value. There is no provision to limit the amount of change from year to year.

6. What are my options if I need more information or disagree with my assessment?

We encourage you to call our office 703-335-8811 to discuss your assessment questions. You may use the online information to:

a) Determine if your property is described correctly on our Assessor records. Please note, commercial properties cannot be fully described on the website; you may need to call our office for more details.

b) Check the comparability of assessments in your general area for properties that have physical features similar to your own home.

c) View a list of sales in your assessment neighborhood on our website and consider if your property could have sold for its assessed value as of July 1, 2020.

d) File a 2020 Assessment Review Form by downloading a hard copy review form from our webpage under City Assessor Related Links and on the Downloadable Forms tab. Reviews must be received in our office or postmarked no later than July 1, 2020.

e) You may also appeal to the Board of Equalization (BOE), by August 1, 2020. Property owners are encouraged to file a review with the Assessor prior to filing with the BOE. Appeal forms are also available on our webpage in late May under City Assessor Related Links and on the Downloadable Forms tab.

7. What is the current real property tax rate?

The tax rate was adopted by the Governing Body in 2019 at \$1.55 per \$100 of assessed value.