

# Parcel Tax Assessment Roll

# Parcel Tax Review Panel

Letters detailing changes in taxable frontage values for City property owners have now been mailed. Generally these letters have only been forwarded to residents in new subdivisions, affected boundary extension properties, or areas with new services.

**Due to COVID-19 and the closure of City Hall to the public, the parcel tax roll may be discussed by phone at 250-334-4441 from 8:30 a.m. to 4:30 p.m., Monday to Friday, except statutory holidays, by email to [finance@courtenay.ca](mailto:finance@courtenay.ca) or by dropping off your questions in the mail slot at City Hall, 830 Cliffe Ave.**

A person who owns a parcel included on the parcel tax roll may request that the roll be amended\*, but only in relation to the person's own property.

The first sitting of the Parcel Tax Review Panel will be conducted virtually on Monday, April 19, 2021 at 3 p.m. to consider complaints against the 2021 Parcel Tax Roll.

Written notice of appeal must be received at Courtenay City Hall, Finance Division, 830 Cliffe Avenue, Courtenay BC, V9N 2J7, at least 48 hours prior to the first sitting of the Parcel Tax Review Panel.



*Jennifer Nelson, CPA, CGA  
Director of Financial Services*

*\*As per section 205 (1) of the Community Charter [complaints to review panel]*



CITY OF  
**COURTENAY**

Financial Services

follow us  

**Questions?**

Email [finance@courtenay.ca](mailto:finance@courtenay.ca)  
Tel. 250-334-4441  
[courtenay.ca](http://courtenay.ca)