

Millet

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MANUFACTURED HOMES PARK ASSESSMENT POLICY

Policy Number: 78

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Signature of Approval: _____
Rob Lorenson, Mayor

POLICY STATEMENT:

The purpose of this policy is to establish policy and procedure for the assessment of manufactured homes in the Town of Millet.

Town Manufactured Park Assessment Policy
Policy # 78

PROCEDURES:

1. As per Bylaw 2014/04, the Mobile home park is hereby the "assessed person" for all assessment rolls within any mobile home park in the Town of Millet;
2. When tax notices and assessments go out in the middle of May, the original notice will be sent to the home owner and a summarized listing to the park owners of all tax accounts within the mobile home park.
3. A summarized list, including all outstanding tax accounts on mobile homes will be sent to the park owners by the end of July and the end of October each year.
4. All arrears will be transferred to the park owners tax roll on January 2nd of the following year.
5. A monthly review of all accounts within the mobile home park will be completed, and notification of any updates or changes in the tax accounts will be made to both the mobile home owner and the owners of the mobile home park or their agents.
6. Any accounts within the mobile home park which have registered with the Town in the Pre-authorized debit plan is exempted from this policy as long as their account remains in good standing.