

TAX ASSESSOR – MOUNT LAUREL, NEW JERSEY

Duties and Responsibilities of the Assessor

Valuation: Performance of this duty by the Assessor and/or the Deputy Assessor involves determining the taxability and fair market value of all new, existing and improved properties within the municipality.

Procedures used include:

1. Field inspection
2. Structural measurement
3. Calculation of the Assessment
4. Sales analysis
5. Market trend studies
6. Income and Expense Analysis

Administration: Administrative responsibilities of the Assessor include:

1. Maintaining and updating assessment records.
2. Tax map maintenance in conjunction with the municipal engineer.
3. State mandated regulations:
 - A. Sales analysis for equalization of school aid and county taxes.
 - B. Processing of applications for exemptions or deductions including Veterans, Senior Citizens, Disabled Persons and other legally tax-exempt properties.
 - C. Inspection of properties and determination of Farmland Assessment applications.
4. Defense of assessment appeals.