

City of Coquitlam

Notice of Parcel Tax Rolls Authentication

In accordance with Part 7 Division 4 of the *Community Charter*, the City of Coquitlam is undertaking an annual authentication of the Parcel Tax Rolls. Parcel taxes are often used instead of, or in conjunction with, user fees to recover the costs of providing local government services. A parcel tax can only be applied to properties that may receive a particular service. No new parcel taxes have been established for 2024.

The Parcel Tax Rolls will be available for inspection at City Hall, 3000 Guildford Way, Coquitlam, BC, from **Friday, March 8, 2024 to Tuesday, March 19, 2024**, during the hours of 8:00 a.m. to 5:00 p.m. from Monday to Friday excluding statutory holidays.

During this authentication process, a person may request amendments to a Parcel Tax Roll. A person who owns a parcel included on a Parcel Tax Roll may request that the roll be amended, but only in relation to the person's own property, for one or more of the following reasons:

- There is an error or omission respecting: a name or address on the Parcel Tax Roll, the inclusion of a parcel, the taxable area or the taxable frontage of a parcel;
- An exemption has been improperly allowed or disallowed.

If no amendment requests are received by **March 19, 2024**, the Parcel Tax Rolls will be considered to be authenticated. Amendment requests that cannot be accommodated by City staff will be heard by the Parcel Tax Roll Review Panel.

How do I find out more information?

To obtain more information, please contact the Revenue Services Manager, Finance Office, at 604-927-3050 or propertytax@coquitlam.ca. You may also visit the City's Finance Office in person at 3000 Guildford Way, Coquitlam, BC, during the hours of 8:00 a.m. to 5:00 p.m. from Monday to Friday excluding statutory holidays.

Any questions regarding the Public Notice process can be directed to the City Clerk's Office at clerks@coquitlam.ca or 604-927-3010.

How do I provide input?

Submit Written Amendment Requests to the City Clerk's Office by **March 19, 2024**:

- Email: clerks@coquitlam.ca
- Mail: c/o City Clerk's Office, 3000 Guildford Way, Coquitlam, BC V3B 7N2
- Drop boxes at City Hall: at the underground parking entrance or by the main entrance facing Burlington Drive
- City Clerk's Office front desk: located on the second floor of Coquitlam City Hall

Council: Legal and Public Notices



Written submissions provided in response to this consultation, including names and addresses, will become part of the public record which includes the submissions being made available for public inspection at Coquitlam City Hall and at www.coquitlam.ca.

Katie Karn
City Clerk