

REAL ESTATE APPRAISER'S ASSOCIATION

REQUEST FOR 2 HRS CONTINUING EDUCATION CREDIT

- I. GENERAL OVERVIEW OF THE ASSESSOR'S OFFICE AND FUNCTIONS 20 MINUTES**
 - A. THE FUNCTION OF THE ASSESSOR IS TO LOCATE AND IDENTIFY OWNERSHIP OF ALL PARCELS WITHIN THE BOUNDARIES OF THE COUNTY**
 - B. THE ASSESSOR IS RESPONSIBLE FOR PLACING AN ASSESSMENT ON REAL PROPERTY IN ACCORDANCE WITH PROPOSITION 13**
 - C. WHAT DOES PROPOSTION 13 REQUIRE**
 - 1. SECTION I OF ARTICLE XIII OF CALIFORNIA CONSTITUTION PROVIDES THAT ALL PROPERTY IS TAXABLE IN CALIFORNIA AND SHALL BE ASSESSED AT THE SAME PERCENTAGE OF MARKET VALUE UNLESS OTHERWISE PROVIDED BY THE CA. CONSTITUTION OR THE LAWS OF THE U.S.**
 - 2. GENERALLY ALL PROPERTY IS REASSED WHEN A CHANGE IN OWNERSHIIP OR NEW CONSTRUCTION OCCURS**
 - D. THE ASSESSOR'S MAPPING DIVISION IS TO LOCATE AND INVENTORY ALL REAL PROPERTY IN A COUNTY.**
 - 1. STAFF CREATES AND UPDATES MAPS**
 - 2. USES RECORDED MAPS AND DEEDS TO DETERMINE PARCELS AND PARCEL CHANGES**
- II. ASSESSOR MAPS 40 MINUTES**
 - A. HOW ARE MAPS CREATED**
 - B. HOW TO READ MAPS**
 - 1. UTILITY MARKINGS**
 - 2. EASEMENTS**
 - 3. FEATURES THAT MIGHT APPEAR (EG STREETS, LOT BOUNDARIES, ETC.)**
 - C. HOW TO INTERPRET MAPS**
 - D. DISCLAIMER - ASSESSOR MAPS ARE FOR ASSESSMENT PURPOSES ONLY**
 - E. HOW TO VIEW MAPS ON LINE OR IN PERSON AT ASSESSOR'S OFFICE**

F. ASSESSOR PARCEL NUMBERS

- 1. DEFINITION**
- 2. EXAMPLES**
- 3. HOW TO USE AN APN TO FIND A PARCEL**
- 4. HOW APN'S ARE ASSIGNED**
- 5. HOW APN'S ARE MAINTAINED AND UPDATED**

G. WHERE TO FIND AND VIEW MAPS

20 MINUTES

- 1. HARD COPIES**
- 2. COMMUNITY DEVELOPMENT**
- 3. PLANNING**
- 4. RECORDING**
- 5. TYPES OF MAPS**
 - a. SURVEYS**
 - b. PLAT MAPS**
 - c. PRELIMINARY MAPS (PROPOSED)**

H. HOW LEGAL DESCRIPTIONS RECONCILE WITH AN ASSESSOR'S DATA

20 MINUTES

- 1. TYPES OF LEGAL DESCRIPTIONS**
 - a. SPANISH LAND GRANTS**
 - b. METES AND BOUNDS**
 - c. US GOVERNMENT SURVEY**
 - d. SUBDIVISION MAPS**

I. TYPES OF DOCUMENTS THAT TRANSFER TITLE

J. PARCEL SPLITS / LOT LINE ADJUSTMENTS

K. PARCELS COMBINATIONS FOR ASSESSMENT PURPOSES vs NOTICE OF MERGER

III. TAX RATE AREAS

10 MINUTES

A. WHAT IS A TRA

B. CAN TRA'S BE CHANGED

C. WHO ASSIGNS TRA'S

D. JURISDICTION

1. COUNTY

2. CITY

3. COMMUNITY SERVICE DISTRICTS

4. LAFCO

IV. FREQUENTLY ASKED QUESTIONS

10 MINUTES

A. ARE THE PARCELS ON ASSESSOR MAPS "LEGAL" PARCELS

B. HOW CAN I DETERMINE WHERE A FENCE LINE SHOULD BE

C. WHAT IS A PROPERTY LINE

D. CAN THE ASSESSOR ISSUE A CERTIFICATE OF COMPLIANCE FOR A LOT

E. WHAT CAN I DO IF I WANT TO SELL OFF A PIECE OF MY PARCEL

F. WHY DOES THE ASSESSOR'S MAP SHOW DIFFERENT ACREAGE THAN WHAT THE SURVEYOR SHOWS

G. WHY DO I GET TWO TAX BILLS WHEN MY HOUSE IS ON BOTH OF MY PARCELS?

D. WHAT IS THE SUBDIVISION MAP ACT?

CLASS TO BE TAUGHT BY BRUCE JOHNSON FROM SONOMA COUNTY ASSESSOR'S OFFICE. HE IS THE CADASTRAL MAPPING SUPERVISOR, OFFICE: (707) 565-2950 EMAIL: BRUCE.JOHNSON@SONOMA-COUNTY.ORG