



ST. CHARLES PARISH ASSESSOR'S OFFICE

Tab Troxler, Assessor

April 3, 2025

RECEIVED

APR 07 2025

PARISH COUNCIL

Councilwoman- At- Large Holly Fonseca
Chairwoman
St. Charles Parish Council
Post Office Box 302
Hahnville, LA 70057

RE: 2025 Board of Review

Dear Chairwoman Fonseca,

I am writing to advise that the Assessor's Office has set the following dates to complete the 2025 Board of Review process. From August 22, 2025 through September 12, 2025 the tax roll will be available for public review and inspection in the Assessor's Office. The regular office hours have been extended from 8:00 a.m. to 6:00 p.m., Monday – Friday for this period. In addition, my office will be available for after-hours appointments as needed. The tax roll will be certified to the Board of Review on September 17, 2025.

I am hereby requesting that the Parish Council sit as the Board of Review at its October 6, 2025 meeting. Appeals to the Board of Review must be filed no later than 4:00 p.m., Monday, September 29, 2025 in the Parish Council Office.

Attached is Louisiana Tax Commission Form 3101 which must be used by any taxpayer filing an appeal to the Board of Review.

Should you have any questions or need any further information please feel free to contact me.

Sincerely,

Tab Troxler
Assessor

Form 3101
Exhibit A
Appeal to Board of Review
by Property Owner/Taxpayer
For Real and Personal Property

Name: _____ Parish/District: _____
Taxpayer

Address: _____ City, State, Zip: _____

Ward: _____ Assessment/Tax Bill Number: _____ Appeal No. _____
(Attach copy of complete appeal submitted to the Board of Review) Board of Review

Address or Legal Description of Property Being Appealed (Also, please identify building by place of business for convenience of appraisal) _____

I hereby request the review of the assessment of the above described property pursuant to L.R.S. 47:1992.

The assessor has determined Fair Market Value of this property at:

Land \$ _____ Improvement \$ _____ * Personal Property \$ _____
Total \$ _____

I am requesting that the Fair Market Value of this property be fixed at:

Land \$ _____ Improvement \$ _____ * Personal Property \$ _____
Total \$ _____

* If you are not appealing personal property, leave this section blank.

Please notify me of the date, place and time of my appeal at the address shown below.

NOTE: The Board of Review's decision may be appealed to the La. Tax Commission by completing and submitting Appeal Form 3103.A to the LTC within 30 calendar days of the Board of Review's decision. For further information, call the LTC at (225) 219-0339.

Property Owner/Taxpayer: _____

Address: _____

Telephone No.: _____

Email Address: _____

PLEASE NOTE: You must submit all information concerning the value of your property to your assessor before the deadline for filing an appeal with the Board of Review. The failure to submit such information may prevent you from relying on that information should you protest your value.