

**IREDELL COUNTY Iredell County – 2019 Reappraisal
Uniform Schedule of Values, Standards, and Rules
Market Value Schedule**

DATA COLLECTION PROCEDURES IN THE FIELD

PREFACE

The application of a standardized method in the appraisal of structures requires work to be performed in three areas: fieldwork, calculation and valuation. The purpose of this chapter is to supply basic definitions and examples. It is not a requirement in North Carolina to physically inspect each property when conducting a county wide reappraisal. Property is physically inspected when structures are first built and are re-inspected when changes are made to the property such as; additions, deletion, remodeling, up fit, or changes in use. During the reappraisal process certain properties or neighborhoods may require physical inspections. Iredell County uses enhanced technology and information, such as; ortho photography, oblique imagery, street level photographs, building permits and taxpayer listing to further ensure data is accurate. Upon receipt of a Notice of Assessed Value, the owner may request an onsite inspection.

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INTRODUCTION

Fieldwork should be approached with three basic components in mind: First, collection or verification of measurements of any improvements including correction of any such measurements. Second, recording data correctly on the field data collection instrument. Complete the inspection process by taking photos of the exterior. The first two topics are discussed in this chapter; the third topic, Data Collection Instrument Completion is discussed in Chapter 6.

COLLECTION OR VERIFICATION OF CONSTRUCTION DATA

This involves two basic techniques. The majority of the data is confirmed by a visual inspection, this is a good indication of the typical exterior components such as roofs and exterior walls.

In order to work at maximum efficiency, routes are planned ahead of time.

Appraisers will identify themselves to the property owner and state the purpose of the visit. An Iredell County identification card will be prominently displayed. Identifying signs will be on each side of the County vehicle.

Once a structure has been measured the measurements must produce an even sided structure.

TO CHECK FOR CLOSURE:

The basic rule is the sums of the lengths of the opposite sides must be equal to each other as follows:

The sum of the top horizontal lines, (the back of the house) should equal the sum of the bottom horizontal lines, (the front of the house). The sum of the left vertical lines, (the left side of the house) should equal the sum of the right vertical lines, (the right side of the house), in the same manner.

There are three basic steps to this process:

1. Measure each side of the structure accurately.
2. Make a diagram placing dimensions beside each line they represent.
3. Label structural variations with appropriate abbreviations (FEP, FSP, FCP, etc.). Lettering and numbers are to be neatly made with measurements written so as to read from the bottom of the card looking up.

The following are examples depicting various types of improvements and how they should be drawn, labeled and checked for closure.

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RECORDING DATA

A uniform method of drawing and labeling structures must be adopted. The following method is used in preparing documents for use in the BiTek System.

Orient the drawing so the front of the structure is towards the bottom of the card. All labeling should be oriented in this same direction.

It is essential in drawing the structures to delineate the auxiliary areas properly in order that they can easily be distinguished from the base area.

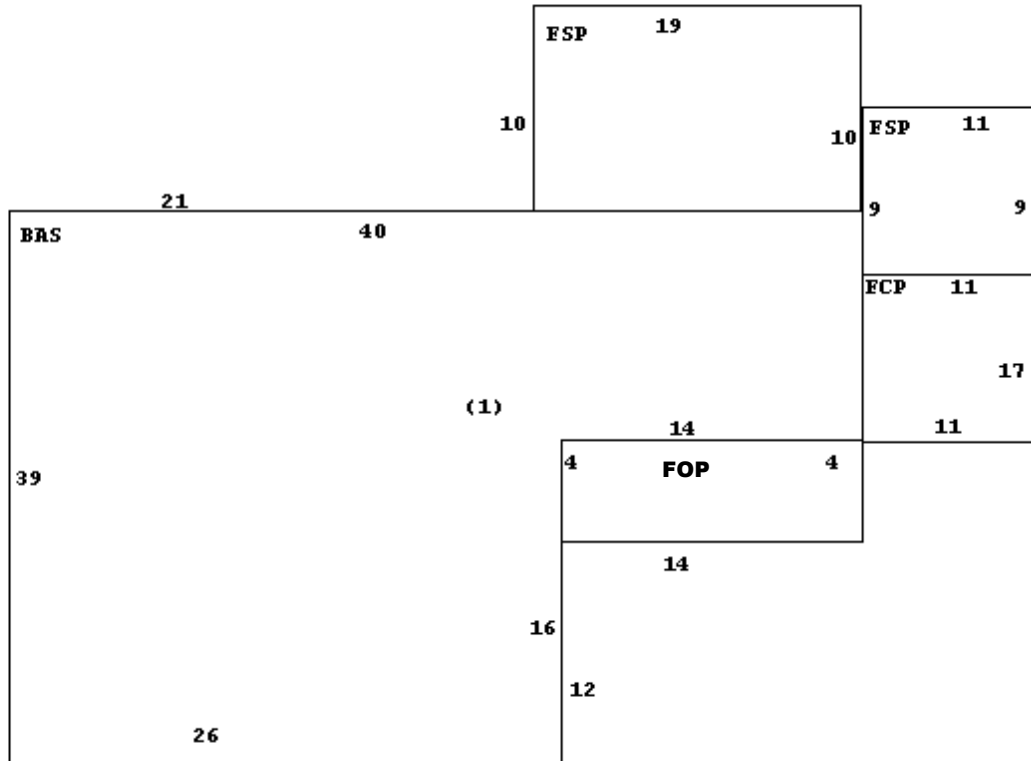
Familiarity with auxiliary area abbreviations is essential along with an understanding of the visual indications of these areas. For example: an enclosed porch which may have windows different from the base, a lower foundation than the base, or different roof cover.

If you are confronted with an exceptionally large property with many sides, a piece of graph paper used in drawing the sketch can be invaluable in preventing errors.

Special attention needs to be given to multi-story buildings. A notation to denote upper stories and/or basements should be easily identified.

Further refinements of this situation are necessary to contend with many older, odd shaped homes often with 2 or more stories. Careful attention must be paid to auxiliary areas and whether or not they extend to all floors.

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TOP HORIZONTAL LINES

(Left to right)
WEST
 $21 + 19 + 11 = 51$

BOTTOM HORIZONTAL LINES

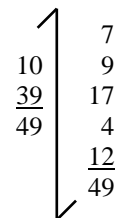
EAST
 $26 + 14 + 11 = 51$ $\frac{11 + 19 + 21 = 51}{26 + 14 + 11 = 51}$

LEFT VERTICAL LINES

(Top to bottom)
SOUTH
 $10 + 39 = 49$

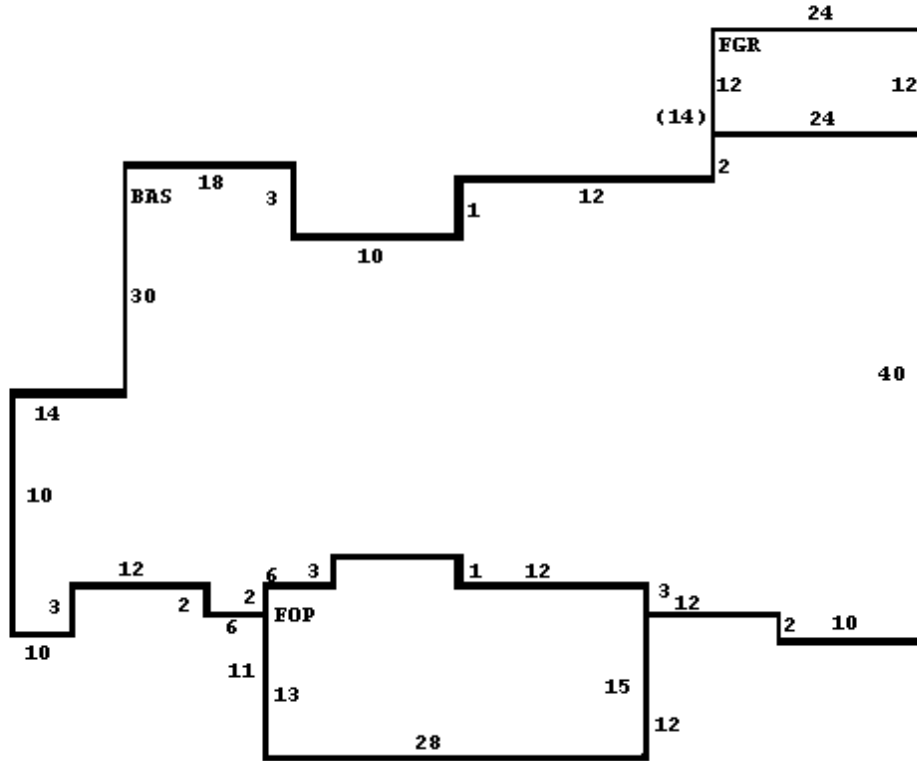
RIGHT VERTICAL LINES

NORTH
 $7 + 9 + 17 + 4 + 12 = 49$



In the above example the auxiliary areas, such as the screened porch (FSP) will prevent actual measurement of some of the walls of the base. This is overcome by recording the actual measurements of the perimeter and deriving some of the base wall measurements from them. In this example, the length of the rear wall of the base is determined by adding the length of the rear wall of the screen porch (19) to that of the accessible rear wall of the base (21).

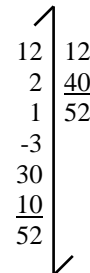
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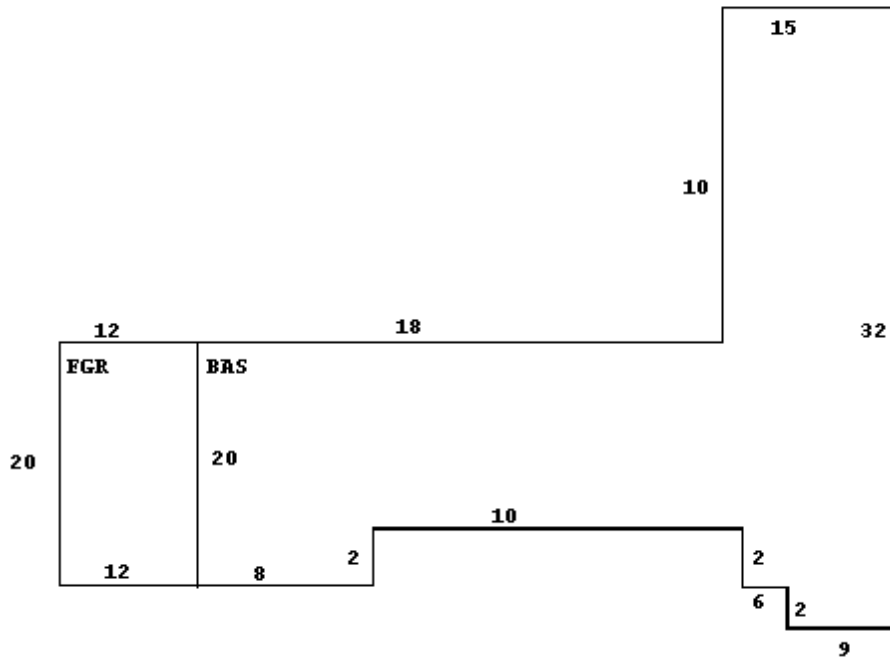
BE SURE TO GET ALL SMALL MEASUREMENTS

$$24 + 12 + 10 + 18 + 14 = 78$$

$$10 + 12 + 6 + 6 + 10 + 12 + 12 + 10 = 78$$



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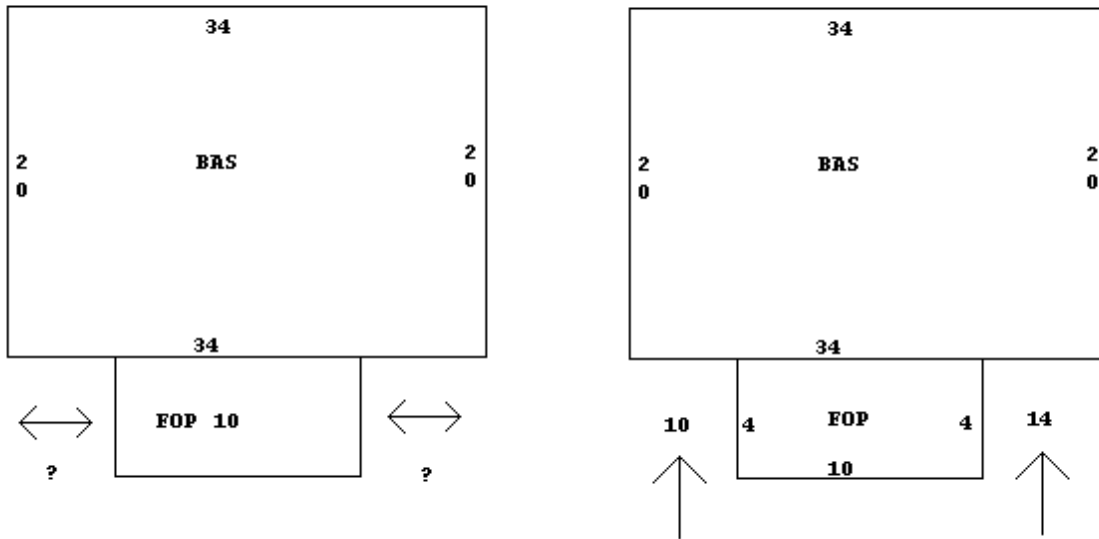


$15 + 18 + 12 = 45$
 $12 + 8 + 10 + 6 + 9 = 45$

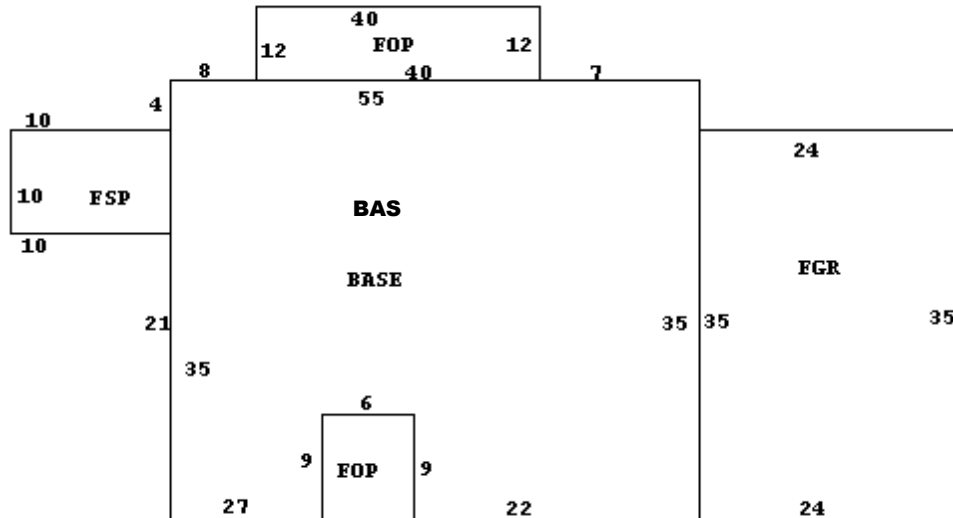
$$\begin{array}{r}
 10 \\
 20 \\
 \hline
 32 \\
 +2 \\
 \hline
 32
 \end{array}$$

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Each side of the property is labeled with dimensions on the inside which show actual length. Measurements used to determine the position of auxiliary areas along the perimeter of the base should be placed on the outside of the sketch if they are not included within an auxiliary area. This is illustrated as follows:



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It is critical to the proper coding of structures to supply adequate measurements of the perimeter and auxiliary areas in order to determine the correct location of the auxiliary areas with respect to the base.

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BUILDINGS OVER ONE STORY

GARAGE APARTMENT

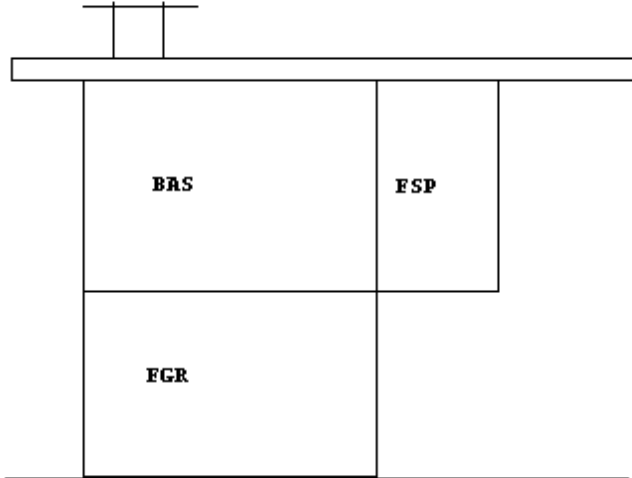
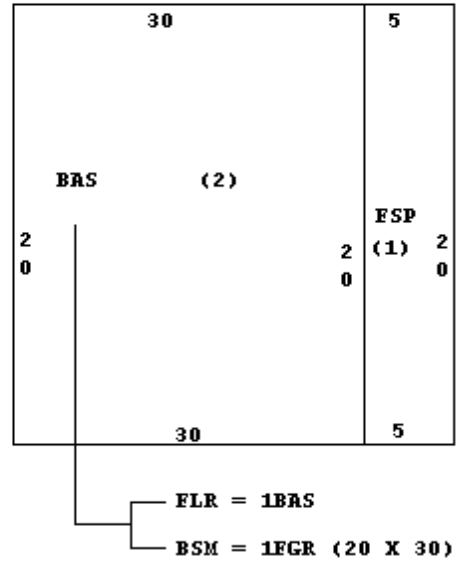


DIAGRAM AS FOLLOWS



TWO STORY RESIDENCE

TWO STORY RESIDENCE

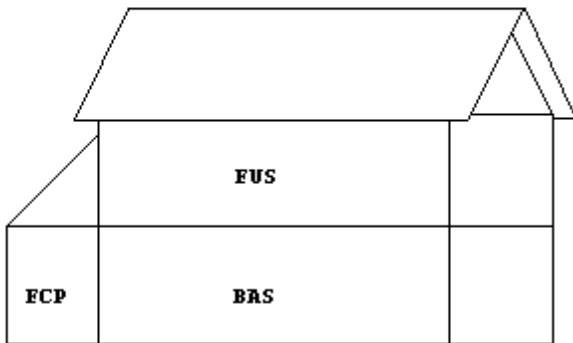
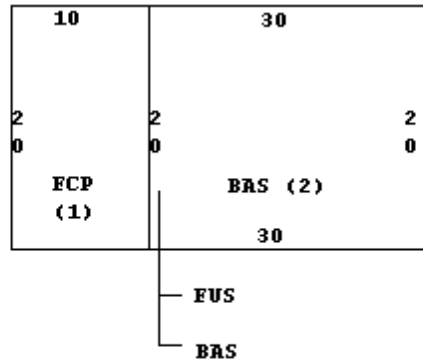


DIAGRAM AS FOLLOWS

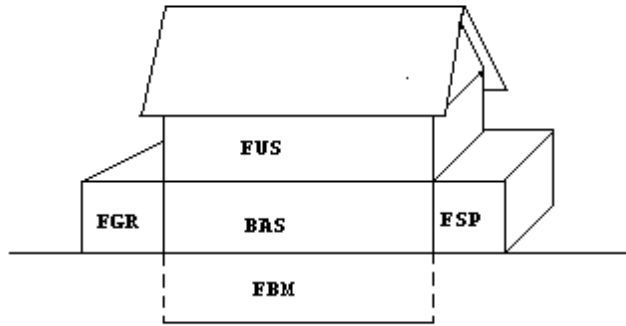


(since base measurements are shown on the diagram, they are not repeated)

Draw 1st level plan and denote upper story dimensions as shown.

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TWO STORY CONTINUED



12	30	10
20	20	20
	BAS (3)	20
	30	20

— FUS

— BAS

— FBM (20 X 20)