

## Ordinance 2023-02

### Policy to Establish Procedures and Criteria for Allowing Alternative Forms of Sworn Testimony at the Forestville Town Board of Review (BOR) Hearings

Whereas, sec.70.47(8), Wis. Stat. authorizes the board of review to consider requests from a property owner or the property owner's representative to appear before the board under oath by telephone, or to submit written statements under oath to the board of review;

Whereas, the Town of Forestville may incorporate video conferencing as determined by the Board of Review:

Now Therefore the Town of Forestville, Door County does hereby adopt the following:

#### 1. PROCEDURE:

In order for a property owner or property owner's representative to submit a request to testify by phone, video conference or submit a sworn written statement, he or she must first comply with the following procedures: a) the legal requirement to provide notice of intent to appear at BOR must be satisfied; and, b) an Objection Form for Real Property Assessment must be completed and submitted to the BOR as required by law.

After the two requirements outlined above have been met, a Request to Testify by Telephone, Video Conference or Submit a Sworn Written Statement at Board of Review (Form PA-814) may be submitted to the BOR clerk. Such requests must be submitted in time to be considered by the board at the first meeting of the BOR.


#### 2. CRITERIA TO BE CONSIDERED:

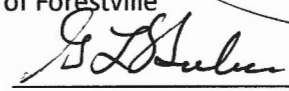
The Board of Review may consider any or all of the following factors when deciding whether to grant or deny the request:


- a. The requester's stated reason(s) for the request as indicated on the PA-814
- b. Fairness to the parties
- c. Ability of the requester to procure in person oral testimony and any due diligence exhibited by the requester in procuring such testimony
- d. Ability to cross examine the person providing the testimony
- e. The BOR's technical capacity to honor the request via telephone or video conference
- f. Any other factors that the board deems pertinent to deciding the request

Adopted this 17th day of July, 2023

By the Town Board of the Town of Forestville

  
Kevin Guilette, Chairman

  
Larry Huber, Supervisor

  
Jason Hachac, Supervisor

Attested by:

  
Ruth Kerscher, Forestville Town Clerk