



# Pima County Clerk of the Board

Robin Brigode

Mary Jo Furphy  
Deputy Clerk

Administration Division  
130 W. Congress, 5<sup>th</sup> Floor  
Tucson, AZ 85701  
Phone: (520) 724-8449 • Fax: (520) 222-0448

Document and Micrographics Mgt. Division  
1640 East Benson Highway  
Tucson, Arizona 85714  
Phone: (520) 351-8454 • Fax: (520) 351-8456

August 7, 2013

Mr. Luis Mena  
682 N. Anita Ave.  
Tucson, AZ 85705

RE: Appeal of the Review Officer's Decision regarding Parcel No. 116-16-069A

Dear Mr. Mena:

Please be advised that the Hearing before the Pima County Board of Supervisors regarding your appeal of the the decision of the Review Officer has been continued to Tuesday, September 3, 2013, at 9:00 a.m. or thereafter, at the following location:

Pima County Administration Building  
Board of Supervisors Hearing Room  
130 West Congress, 1st Floor  
Tucson, AZ 85701

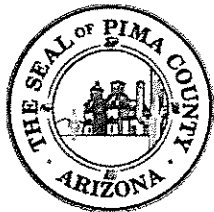
Should you have questions regarding this hearing, please contact this office at 724-8449.

Sincerely,

A handwritten signature in cursive script that reads "Robin Brigode".

Robin Brigode  
Clerk of the Board

c: Thomas Burke, Finance and Risk Management Director (Review Officer)



Mary Jo Furphy  
Deputy Clerk

# Pima County Clerk of the Board

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July 12, 2013

Mr. Luis Mena  
682 N. Anita Ave.  
Tucson, AZ 85705

RE: Appeal of the Review Officer's Decision regarding Parcel No. 116-16-069A

Dear Mr. Mena:

Please be advised that in accordance with Board of Supervisors Policy D 22.10, the appeal of the decision of the Review Officer has been scheduled for a hearing before the Pima County Board of Supervisors on Tuesday, August 6, 2013, at 9:00 a.m. or thereafter, at the following location:

Pima County Administration Building  
Board of Supervisors Hearing Room  
130 West Congress, 1st Floor  
Tucson, AZ 85701

Should you have questions regarding this hearing, please contact this office at 724-8449.

Sincerely,

A handwritten signature in cursive script that reads "Robin Brigode".

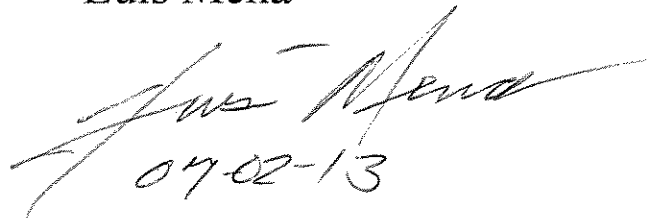
Robin Brigode  
Clerk of the Board

c: Tom Burke, Finance and Risk Management Director (Review Officer)

Luis Mena  
682 North, Anita, Ave  
Tuscon, Arizon, Zip 85705  
Parcel; 11616069A  
Situs Address: 644 North Van Alstine Street.

I Luis Mena is in the process of remodeling the Non-  
Primary Residence 644, my daughter will be living in the  
address for their, Education University, Arizona.

Luis Mena

  
07-02-13

WTR



**PIMA COUNTY  
DEPARTMENT OF FINANCE AND RISK MANAGEMENT**

Thomas E. Burke, Director

6/28/13

MENA LUIS GUSTAVO & SONIA JT/RS  
682 N ANITA AVE  
TUCSON AZ, 85705

**NOTICE OF REVIEW OFFICER'S DECISION  
ON RECLASSIFICATION OF RESIDENTIAL PROPERTY**

Re: Parcel: 11616069A  
Situs Address: 644 N VAN ALSTINE ST

Based on the information you have provided for review, it has been determined that the classification of the above referenced parcel is Legal Class 4.1, Non-Primary Residence Use for Tax Year 2013.

Within twenty days of the mailing date above, the property owner has the right to request a hearing before the Board of Supervisors to appeal this decision. Appeals should be submitted in writing to the Pima County Clerk of the Board, Mail Stop: DT-AB5-130, 130 W. Congress St., Tucson, AZ 85701. Property owners will be notified of the hearing schedule.

If you require additional information, please contact Kevin Frakes at (520) 724-8069 or Craig Horn at (520) 724-4278.

Thomas E. Burke  
Finance & Risk Management Director  
Review Officer

c: Pima County Assessor  
Pima County Treasurer  
Pima County Clerk of the Board of Supervisors



# Office of the Pima County Assessor

115 N. Church Ave.  
Tucson, Arizona 85701

## FINAL NOTICE

A.R.S. § 42-12052(B)(C)

MENA LUIS GUSTAVO & SONIA JT/RS  
682 N ANITA AVE  
TUCSON AZ  
85705-7557

Mailed On: 4/24/2013

Respond By: 5/9/2013

Parcel: 11616069A

Located at: 644 N VAN ALSTINE ST

To ensure proper classification is assigned to your residential property, this office requires additional verification of property use pursuant to A.R.S. § 42-12052(B)(C).

This application will verify that the correct classification is assigned to this property or if reclassification of this property is required. If you claim Primary Residence (class 3) in Arizona and also in another state (FL, MI, MN, UT etc.) you may be jeopardizing your homestead status in that state.

If your property is not your primary residence or that of a qualified family member, then check the appropriate box below, **CHOOSE ONLY ONE**, otherwise complete the Affidavit for Primary Residence Classification on reverse side:

☒ Residential Non Primary 4.1 (Seasonal, Vacation, Unoccupied, For Sale etc)

☐ Residential Rental 4.2 refer to A.R.S. § 33-1902(A)

Primary Residence 3.0 ... Reverse side of this letter

Signed:

Date:

05-29-13

Please complete this form or the primary residence application and return to our office within 15 days as required by A.R.S. 42-12052 to:

PIMA COUNTY ASSESSOR

MAY 29 2013

DATE RECEIVED

Pima County Assessor's Office  
Audit Section  
Mail Stop: OC-ASR3-115  
115 N. Church Ave.  
Tucson AZ 85701

If you have any questions concerning this matter, please contact our office at (520) 724-8163 Gerry or (520) 724-4386 Janice. A failure to respond to this Final Notice will result in the reclassification of the above property for Tax Year 2013 and notification to the County Treasurer who may impose a civil penalty against the property. Thank you for your time and cooperation in this matter.

# AFFIDAVIT FOR PRIMARY RESIDENCE CLASSIFICATION

Main Parcel No.



11616069A

Book Map Parcel Split Letter

MENA LUIS GUSTAVO & SONIA JT/RS  
682 N ANITA AVE  
TUCSON AZ  
85705-7557

Mailed On: 4/24/2013

Respond By: 5/9/2013

Parcel: 11616069A

Located at: 644 N VAN ALSTINE ST

To ensure proper classification is assigned to your residential property, this office requires additional verification of property use. As of July 1, 2011 the definition of owner occupancy has changed and is now referred to as PRIMARY RESIDENCE. This application will verify that the correct classification is assigned to your property and if reclassification of this property is required.

## PRIMARY RESIDENCE DEFINITION:

Primary Residence is your one and only main residence where you or a qualified family member resides. You can have only one primary residence no matter how many homes you own. If the property listed is used as a vacation home, leased or rented to a non-qualified family member or if you claim a home in another state as your primary residence, the listed home cannot qualify as a primary residence.

If you have questions concerning this matter, please contact our office at (520) 724-8630

Please check the item(s) below which most accurately defines the status of your property, sign the application and return it to our office.

☐ This property is MY Primary Residence and is not used as a secondary residence or a vacation home.

This property is the Primary Residence of a Qualified Family member, as indicated below:

- ☐ a natural or adopted child or grandchild
- ☐ a stepson or stepdaughter
- ☐ the father or mother of the owner, grandparent or great-grandparent
- ☐ a stepfather or stepmother
- ☐ a son-in-law, daughter-in-law, father-in-law or mother-in-law
- ☐ a natural or adopted brother or sister

The Undersigned states or declares under penalty of perjury that the foregoing information is a true and correct statement of the facts pertaining to the use of the above property.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

DATE RECEIVED  
MAY 29 2013  
PIMA COUNTY ASSESSOR

# RECLASSIFICATION (PRIMARY RESIDENCE) AUDIT REVIEW



11616069A

MENA LUIS GUSTAVO & SONIA JT/RS
682 N ANITA AVE
TUCSON AZ
857057557

Property Address or Legal Line 1:

644 N VAN ALSTINE ST

Date TIC Received

Includes ALL AZRR or PR forms submitted by taxpayer not under 42-12052

## STATUS MAILING 42-12052

Date Responded

3/13/2013 Status Mailed On:

4/12/2013 30 Day Notice Due:

☒ ARS\_42\_12052

## FINAL MAILING

4/24/2013 Final Notice Mailed On

5/9/2013 15 Day Notice Due

## NOTICE OF RECLASS

5/29/2013 Reclass Notice Mailed On

5/20/2013 IST Update to Legal Cls 4

☒ IST Procedure Required

## Audit Processing ARS 42-12052(B)(C)

FORM REVIEWED BY:

BY :

DATE:

COMMENTS:

CLASSIFICATION APPROVED FOR:

(Check One)

☐ Primary-Own

☐ Primary-QFM

☐ Non-Primary

☐ Ren

☒ REVERT TO CLASS 3 PER BOS DECISION

EXI