

**PROPERTY STATEMENT FOR COMMUNICATION TOWERS**

PLEASE FILE THIS STATEMENT ON OR BEFORE:	MAIL THIS STATEMENT TO:
Name and Address	

**SECTION 1 - TO BE COMPLETED BY THE ASSESSOR, EQUALIZATION DEPARTMENT OR THE STATE TAX COMMISSION**

County	City/Township	Assessment Roll Parcel Code Number
Location of Tower		

**SECTION 2 - TO BE COMPLETED BY THE PROPERTY OWNER**

Name of Business	City/Township	Assessment Roll Parcel Code Number
Address		
Check Type of Organization	Owners Name(s)	
<input type="checkbox"/> Corporation	Nature of Business	
<input type="checkbox"/> Partnership	Location of Main Office	
<input type="checkbox"/> Individual	Name of Person in Charge of Records	Telephone Number (     )

**SECTION 3**

1. Type of Tower (check one) <input type="checkbox"/> Monopole <input type="checkbox"/> Lattice <input type="checkbox"/> Guyed	2. Height of Tower (Feet)	3. Year Built	4. Did you hire a company to supervise the construction of the tower for you? <input type="checkbox"/> Yes <input type="checkbox"/> No
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5. Cost of Tower by Category of Cost (See instructions for a list of the types of costs which must be included)

Soil borings and testing .....	\$ _____
Site development .....	\$ _____
Foundations (including installation) .....	\$ _____
Tower (steel and equipment*) .....	\$ _____
Tower (installation and erection) .....	\$ _____
Fence and Building .....	\$ _____
Administrative and overhead .....	\$ _____
Other (please specify) .....	\$ _____
<b>TOTAL COST</b> .....	<b>\$ _____</b>

6. Were any unusual circumstances encountered in the construction of this tower which would cause the costs to be unusually high or low?    Yes    No   If you answered Yes, please explain: \_\_\_\_\_

\_\_\_\_\_

**7. CERTIFICATION:**

I hereby certify that I have reported all of the direct and indirect costs associated with the construction of the tower described in Section 1 of this form.	Signature of Certifier	Date
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\* Do not include the costs of transmitting, receiving, and switching equipment such as transceivers, combiners, auto tuners, transcoders, base station controllers, radios and antennas.

## INSTRUCTIONS

As a general policy statement, the appropriate costs to be included are all of those costs which a vendor of completely constructed assets would include when determining a price to charge for its product on the retail market. These costs include direct costs and indirect costs. The following is a listing of the types of direct and indirect costs which shall be included. This list is taken from pages 346 and 347 of *The Appraisal of Real Estate*, 11th Edition.

### Direct Costs

*Direct costs are expenditures for the labor and materials used in the construction of improvements.* The overhead and profit of the general contractor and various subcontractors are part of the usual construction contract and, therefore, represent direct costs that should always be included in the cost estimate. Direct costs also include the cost of:

- Building permits
- Materials, products, and equipment
- Labor used in construction
- Equipment used in construction
- Security during construction
- Contractor's shack and temporary fencing
- Material storage facilities
- Power line installation and utility costs
- Contractor's profit and overhead, including job supervision; worker's compensation; and fire, liability, and unemployment insurance
- Performance bonds

### Indirect Costs

*Indirect costs are expenditures or allowances that are necessary for construction, but are not typically part of the construction contract.* Indirect costs may include:

- Architectural and engineering fees for plans, plan checks, surveys to establish building lines and grades, and environmental studies
- Appraisal, consulting, accounting, and legal fees
- The cost of carrying the investment in land and contract payments during construction (If the property is financed, the points, fees or service charges, and interest on construction loans are indirect costs.)
- All risk insurance expense and ad valorem taxes during construction
- The cost of carrying the investment in the property after construction is complete, but before stabilized occupancy is achieved
- Supplemental capital investment in tenant improvements or leasing commissions
- Marketing costs, sales commissions, and title transfers
- Administrative expenses of the developer
- The cost of title change

The Appraisal of Real Estate, 11th Ed. (Chicago: Appraisal Institute, 1996) 346 and 347

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### EXCERPTS FROM THE GENERAL PROPERTY TAX ACT DEFINING THE POWERS AND DUTIES OF THE ASSESSOR, THE EQUALIZATION DEPARTMENT AND THE STATE TAX COMMISSION FROM SECTIONS 211.18, 211.48 AND 211.150 OF THE MICHIGAN COMPILED LAWS

- 211.18(3) . . . . . If a supervisor, an assessing officer, a county tax or equalization department provided for in section 34, or the state tax commission considers it necessary to require from any person a written statement of real property assessable to that person, it shall notify the person, and that person shall make and sign the statement.
- 211.148 . . . . . The commission or any duly authorized representative thereof shall have the right to examine the property, books, papers or accounts of any corporation, firm or individual owning property liable to assessment for taxes, general or specific under the laws of this state, and to require, upon blanks to be furnished by the commission, a statement under oath of the president, secretary, superintendent or managing officer of a corporation, of a member of a firm, or an individual, containing such information as the commission may require to enable it to arrive at the true cash value of the property of such corporation, firm or individual subject to taxation under the laws of this state, and any assessing officer who shall refuse to deliver his assessment roll upon demand of a member or representative of the commission, or any officer or stockholder of any such corporation, any member of any such firm, or any person or persons who shall refuse to permit said inspection, refuse or fail to make such statement, or neglect or fail to appear before the commission in response to a subpoena, or testify as provided for in this section, shall be deemed guilty of a misdemeanor, and shall be punished by a fine not exceeding \$1,000.00 or by imprisonment in the state prison for a period not exceeding 2 years, or by both such fine and imprisonment in the discretion of the court.
- 211.150 (1) . . . . . It shall be the duty of the commission:  
To have and exercise general supervision over the supervisors and other assessing officers of this state, and to take such measures as will secure the enforcement of the provisions of this act, to the end that all the properties of this state liable to assessment for taxation shall be placed upon the assessment rolls and assessed at that proportion of true cash value which the legislature from time to time shall provide pursuant to article 9, section 3 of the constitution.