

MGB Administrator Reference – MGB Timelines by Complaint Type

Complaint Type

	Linear property	Equalized assessment	Non-assessment matters on assessment notice	Administrative or Procedural Matters
Board	MGB	MGB	One-member panel of MGB	One-member panel of MGB
Step and Timeline				
Assessment or tax notice sent				
(a) Number of days for filing a complaint	60 days	30 days	60 days	n/a
Complaint filed				
(b) Number of days to provide copy of complaint to respondent	30 days or less	30 days or less	30 days or less	n/a
(c) Soonest hearing date <i>after</i> complaint is filed	90 days	90 days	Depends on (b) and (d)	n/a
(d) Number of days before hearing to notify parties of time and place of hearing	70 days	70 days	15 days	15 days
(e) Number of days before hearing for complainant disclosure	60 days	60 days	5 days	5 days
(f) Number of days before hearing for respondent disclosure	30 days	30 days	5 days	5 days
(g) Number of days before hearing for complainant rebuttal	15 days	15 days	n/a	n/a
Merit hearing				
(h) Issue written decision	30 days	30 days	30 days	30 days
(i) Send decision	7 days	7 days	7 days	7 days