

# HOW TO USE PROPERTY SALES LOOKUP

(Available at [www.nashuanh.gov/assessing](http://www.nashuanh.gov/assessing))



## City of Nashua Property Sales Lookup

- [Advanced Search - Multiple Fields](#)
- [Search by Use Code](#)
- [Search by Date](#)
- [Search by Map](#)
- [Search by Street Name](#)
- [Search by Neighborhood Code](#)

- [Search by Style](#)
- [Search by Style & Use Code](#)
- [Search by Style & Sale Price](#)
- [Search by Style, Use Code, & Sale Price](#)
- [Search by Sale Price](#)

\*All searches return data for 2 years prior to the search date unless searching by specific date. If searching by date, all searches will return all records within the date range entered. All searches are also limited to sales prices greater than \$5000.00 unless searching by sales price. If searching by sale price all searches will return all records within the sales price range entered.

To the left of your screen in the Assessing page, select 'Property Sales Lookup' and then click on the link '[search property sales](#)' towards the bottom right under "Search Property Sales". This brings you to the screen above which allows several options to search for property sales. This program is updated nightly and all searches return data for 2 years prior to the search date unless searching by specific date. If searching by date, all searches will return all records within the date range entered. All searches are also limited to sales prices greater than \$5000.00 unless searching by sales price. If searching by sale price all searches will return all records within the sales price range entered. If you need help understanding the various assessment codes, go to <https://www.nashuanh.gov/174/Assessment-Code-Descriptions>. Below is useful information on each of the above ways of searching for a property in their respective order from the list above.

### **Search by:**

#### **Advanced Search-Multiple Fields:**

This allows a search for properties using multiple criteria: a specific use code, property style code, map (or area), sale price (minimum to maximum), sale date (from one date to another). In the example below, the user is searching for all the sales for raised ranch style homes that have sold in the area of Map E (a map (sometimes called a sheet) is a taxing district in the city. These are identified as a letter (A through I) or a number and are the designation to the left of the hyphen in the 'Parcel ID'. The parcel ID of any property can be found in the "Property Data (Webpro)" program in the upper right of the summary screen of the subject property's data. <https://assessing.nashuanh.gov/default.asp>

[Return to Search](#) - Search Advanced/Multiple Fields

[Printer Friendly](#) - Set paper to landscape. Prints all records.

Check the items you want to search by and select the appropriate value.

Use Code  
 Style Code    08 - RAISED RANCH    Select Style Code  
 Map    0000E    Select Map  
 Sale Price  
 Sale Date

Your search for Style Code 08 - RAISED RANCH and Map 0000E returned the following results:

25 Record(s) found.

The first 20 records are displayed. Use the Next Page and Previous Page links to the right to navigate through the results.

[<-- Prev Pg](#) [Next Pg -->](#)

Use Code	Code Desc	Sheet	Lot	Account #	Sale Date	Location	Style	Sale Price	Qual. Flag	Book	Page
1401	1 UNIT	0000E	00514	19594	7/9/2018	20 WHITE PLAINS DR	RAISED RANCH	\$135,000.00	NEEDS REVIEW	9088	2236
1401	1 UNIT	0000E	00941	5766	6/8/2018	24 HIGH PINE AVE	RAISED RANCH	\$269,933.00	NEEDS REVIEW	9079	2341

## Use Code:

This may also be referred to as 'land use code' and is the basic use of the land or property. By selecting the use code from the drop-down menu a numerical range of use codes must be entered. More of an explanation of each of the specific land use codes can be found at <https://www.nashuanh.gov/174/Assessment-Code-Descriptions>. If your search is for only one type of property, simply put in the same use code for both the bottom range and the top range and then click on "Go". In the example below the user is searching for properties sold in the past two years which had either one or two units. The range would be 1401 (one unit) to 1402 (two units).

[Return to Search](#) - Search By Use Code

[Printer Friendly](#) - Set paper to landscape. Prints all records.

Select Use Code Range:

1401 - 1 UNIT TO 1402 - 2 UNITS

1913 Record(s) found for Use Code Range 1401 - 1 UNIT to 1402 - 2 UNITS.

The first 20 records are displayed. Use the Next Page and Previous Page links to the right to navigate through the results.

[<-- Prev Pg](#) [Next Pg -->](#)

Use Code	Code Desc	Sheet	Lot	Account #	Sale Date	Location	Style	Sale Price	Qual. Flag	Book	Page
1401	1 UNIT	0000I	00063	51795	7/30/2018	3 PILGRIM CIR	RANCH	\$470,000.00	NEEDS REVIEW	9095	0732
1401	1 UNIT	0000I	00063	51795	7/30/2018	3 PILGRIM CIR	RANCH	\$470,000.00	NEEDS REVIEW	9095	0728
1401	1 UNIT	0070	51	51225	7/27/2018	14 NORTH INTERVALLE ST	COLONIAL	\$300,857.00	NEEDS REVIEW	9094	2107

## Date:

This option allows for the user to search for all sales within the chosen date range. To find sales out of the 2-year range, this option should be used. This search includes all property transfers for all for all types of properties. In the example below, the user is searching for all sales between October 1, 2017 and September 30, 2018 (the date range on which 2018 assessments are based).

[Return to Search](#) - Search by Date Range

[Printer Friendly](#) - Set paper to landscape. Prints all records.

Select Starting Date:

October 2017						
≤	Mon	Tue	Wed	Thu	Fri	≥
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Select Ending Date:

September 2018						
≤	Mon	Tue	Wed	Thu	Fri	≥
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

1433 Record(s) found for the Date Range 10/1/2017 to 9/30/2018.

The first 20 records are displayed. Use the Next Page and Previous Page links to the right to navigate through the results.

[<-- Prev Pg](#) [Next Pg -->](#)

Use Code	Code Desc	Sheet	Lot	Account #	Sale Date	Location	Style	Sale Price	Qual. Flag	Book	Page
1021	CONDO NO LAND	0000E	00129	44222	7/30/2018	38 JESSICA DR U-28	CONDOMINIUM	\$225,000.00	NEEDS REVIEW	9095	0833
1021	CONDO NO LAND	0000H	00025	46847	7/30/2018	5 BORDMAN DR U-0307	CONDOMINIUM	\$110,000.00	NEEDS REVIEW	9094	2721

## Map:

Searching by 'map' will list all sales for all types of properties within a specific assessor's map area of the City of Nashua in the past two years. The map designation for a property can be found at 'Property Data (Webpro)' <https://assessing.nashuanh.gov/default.asp> or <http://citygisweb3.nashuanh.gov/NashuaNH/default.aspx>, 'GIS Maps' at the Assessing Department's page of the City's website. The map designation is the letter or number in the Parcel ID to the left of the hyphen. Sometimes, as in this "Property Sales Lookup" program, the map is referred to as "sheet". In the example below, the user is searching for all property sales within Map 3 (Note the column which identifies the map designation is the 3<sup>rd</sup> column from the right and is entitled 'Sheet').

Select Map:

0003

9 Record(s) found for Map 0003.

The first 20 records are displayed. Use the Next Page and Previous Page links to the right to navigate through the results.

Use Code	Code Desc	Sheet	Lot	Account #	Sale Date	Location	Style	Sale Price	Qual. Flag	Book	Page
1401	1 UNIT	0003	00009	2602	7/16/2018	32 FIFIELD ST	COLONIAL	\$259,933.00	NEEDS REVIEW	9091	0046
9100	CHARITABLE	0003	00034	39453	6/15/2018	35 ORCHARD AVE ; 36	CLUB LODGE HALL	\$325,000.00	NEEDS REVIEW	9081	2360
1401	1 UNIT	0003	00128	24420	5/23/2018	10 CRESTVIEW TER	RAISED RANCH	\$317,000.00	NEEDS REVIEW	9074	2837

### Street Name:

Searching by 'Street Name' will bring up properties of all types that have sold on that specific street within the past two years. If searching by street, type in just the name of the street and if the street designation is entered (although not required) it must be entered as abbreviated without the period (e.g. Northeastern Blvd or East Dunstable Rd). In the example below, the user is searching for all properties that have sold on Lund Road in the past two years.

Enter the Street Name or Partial Name:

lund rd

13 Record(s) found for Street lund rd.

The first 20 records are displayed. Use the Next Page and Previous Page links to the right to navigate through the results.

Use Code	Code Desc	Sheet	Lot	Account #	Sale Date	Location	Style	Sale Price	Qual. Flag	Book	Page
1401	1 UNIT	0104	00097	47700	7/3/2018	18 LUND RD	COLONIAL	\$280,000.00	NEEDS REVIEW	9087	2476
1401	1 UNIT	0139	00073	28580	6/19/2018	209 LUND RD	CAPE	\$349,000.00	QUALIFIED	9082	2532
1401	1 UNIT	0105	00152	42373	5/21/2018	104 LUND RD	COLONIAL	\$320,133.00	QUALIFIED	9074	0330

### Neighborhood Code:

This will list all sales in the past two years within a particular planned development or condo development (such as Westgate Village or Greenleaf Condos). For properties not within a planned or condo development, the neighborhood code would be determined with the age/type of the neighborhood (e.g. New Good (NG) would mean most properties were built after World War II and are in good condition or Early Superior (ES) would mean built before World War II and are superior). The listing that pops up in the drop down menu when this is selected will further explain some of these. In the example below the user is searching for all properties sold within the Coburn Woods development in the past two years.

Select Neighborhood Code:

CW - COBURN WOODS

44 Record(s) found for Neighborhood Code CW - COBURN WOODS.

The first 20 records are displayed. Use the Next Page and Previous Page links to the right to navigate through the results.

Use Code	Code Desc	Sheet	Lot	Account #	Sale Date	Location	Style	Sale Price	Qual. Flag	Book	Page
1021	CONDO NO LAND	0000F	00079	21054	7/27/2018	111 COBURN AVE U-76J	CONDOMINIUM	\$192,000.00	NEEDS REVIEW	9094	1370
1021	CONDO NO LAND	0000F	00079	10026	7/13/2018	111 COBURN AVE U-10B	CONDOMINIUM	\$215,000.00	NEEDS REVIEW	9090	1178
1021	CONDO NO LAND	0000F	00079	12056	7/5/2018	111 COBURN AVE U-149I	CONDOMINIUM	\$179,000.00	NEEDS REVIEW	9088	0494

## Style:

This will list all sales of a particular style of property, such as ranch, colonial, etc. within the past two years. In the example below the user is searching for all sales of 'ranch'-style homes.

[Return to Search](#) - Search by Style Code

[Printer Friendly](#) - Set paper to landscape. Prints all records.

Select Style to Search:

01 - RANCH

434 Record(s) found for Style **01 - RANCH**.

[<-- Prev Pg](#) [Next Pg -->](#)

Use Code	Code Desc	Sheet	Lot	Account #	Sale Date	Location	Style	Sale Price	Qual. Flag	Book	Page
1401	1 UNIT	0000I	00063	51795	7/30/2018	3 PILGRIM CIR	RANCH	\$470,000.00	NEEDS REVIEW	9095	0732
1401	1 UNIT	0000I	00063	51795	7/30/2018	3 PILGRIM CIR	RANCH	\$470,000.00	NEEDS REVIEW	9095	0728
1401	1 UNIT	0139	00072	34448	7/27/2018	200 KNOXWOOD AVE	RANCH	\$270,000.00	NEEDS REVIEW	9094	2173

## Style & Use Code:

This will narrow down the sales to those of a particular style and use code within the past two years. In the example below the user is searching for all property sales with a style of 'family conversion' with 2 units.

[Return to Search](#) - Search by Style & Use Code

[Printer Friendly](#) - Set paper to landscape. Prints all records.

Select Style: 11 - FAMILY CONVERSION

Select Use Code: 1402 - 2 UNITS

70 Records(s) returned for Style **11 - FAMILY CONVERSION** and Use Code **1402 - 2 UNITS**

The first 20 records are displayed. Use the Next Page and Previous Page links to the right to navigate through the results.

[<-- Prev Pg](#) [Next Pg -->](#)

Use Code	Code Desc	Sheet	Lot	Account #	Sale Date	Location	Style	Sale Price	Qual. Flag	Book	Page
1402	2 UNITS	0064	00095	30870	7/2/2018	16 SARGENTS AVE	FAMILY CONVERSION	\$360,000.00	NEEDS REVIEW	9087	0973
1402	2 UNITS	0066	00013	36074	6/27/2018	7 COURTLAND ST	FAMILY CONVERSION	\$295,000.00	QUALIFIED	9085	0649
1402	2 UNITS	0060	00033	8334	6/19/2018	141 1/2 AMHERST ST	FAMILY CONVERSION	\$280,000.00	QUALIFIED	9082	1768
1402	2 UNITS	0021	00002	5662	6/4/2018	111 BOWERS ST	FAMILY CONVERSION	\$255,000.00	QUALIFIED	9078	0797

## Style & Sale Price:

This will bring up a list of the selected style of home that sold within a selected price range in the past two years. In the example below the user is searching for all ranch style homes with a sale price between \$200,000 and \$300,000.

[Return to Search](#) - Search by Style Code & Sale Price

[Printer Friendly](#) - Set paper to landscape. Prints all records.

Select Style to Search:

01 - RANCH

Enter Price Range:

200000 TO 300000

251 Record(s) found for Style **01 - RANCH** and Price range **\$200,000.00** to **\$300,000.00**

The first 20 records are displayed. Use the Next Page and Previous Page links to the right to navigate through the results.

[<-- Prev Pg](#) [Next Pg -->](#)

Use Code	Code Desc	Sheet	Lot	Account #	Sale Date	Location	Style	Sale Price	Qual. Flag	Book	Page
1401	1 UNIT	0139	00078	17498	6/29/2018	212 KNOLLWOOD AVE	RANCH	\$300,000.00	FIDUCIARY	9086	1215
1401	1 UNIT	0002	00046	5026	1/29/2018	31 MORNINGSIDE DR ;47-48	RANCH	\$300,000.00	QUALIFIED	9046	0726
1401	1 UNIT	0000B	01294	3680	12/15/2017	43 TENBY DR	RANCH	\$300,000.00	QUALIFIED	9035	2431
1401	1 UNIT	0003	00013	27162	12/6/2017	34A FIFIELD ST	RANCH	\$300,000.00	QUALIFIED	9033	0912

## Style, Use Code & Sale Price:

This will bring up a list of the selected style of home with a particular use code, that sold within a selected price range. In the example below the user is searching for all single-family, ranch style homes that had a sale price between \$100,000 and \$200,000.

[Return to Search](#) - Search by Style, Use Code, & Sale Price

[Printer Friendly](#) - Set paper to landscape. Prints all records.

Select Use Code: 1401 - 1 UNIT  
Select Style to Search: 01 - RANCH  
Minimum Price Range: 100000  
Maximum Price Range: 200000

73 Record(s) found for Use Code **1401 - 1 UNIT** and Style **01 - RANCH** and Price range **\$100,000.00** to **\$200,000.00**.

The first 20 records are displayed. Use the Next Page and Previous Page links to the right to navigate through the results.

[<-- Prev Pg](#) [Next Pg -->](#)

Use Code	Code Desc	Sheet	Lot	Account #	Sale Date	Location	Style	Sale Price	Qual. Flag	Book	Page
1401	1 UNIT	0105	00016	34386	9/25/2017	93 FAIRVIEW AVE ;17	RANCH	\$200,000.00	BANK RESALE	9010	674
1401	1 UNIT	0000E	00425	35156	4/21/2017	13 WHEATON DR	RANCH	\$200,000.00	FIDUCIARY	8961	1361

## Sale Price:

This will bring up a list of the properties that have sold within a selected price range. In the example below the user is searching for all properties that had a sale price between \$200,000 and \$250,000.

[Return to Search](#) - Search by Sales Price

[Printer Friendly](#) - Set paper to landscape. Prints all records.

Search by Price Range:  
200000 TO 250000

736 Records(s) returned for price range **\$200,000.00** to **\$250,000.00**

The first 20 records are displayed. Use the Next Page and Previous Page links to the right to navigate through the results

[<-- Prev Pg](#) [Next Pg -->](#)

Use Code	Code Desc	Sheet	Lot	Account #	Sale Date	Location	Style	Sale Price	Qual. Flag	Book	Page
1401	1 UNIT	0101	00079	16382	7/9/2018	4 MARQUIS AVE	CAPE	\$250,000.00	NEEDS REVIEW	9088	2592
1401	1 UNIT			13768	7/2/2018	4 ALGONQUIN LN	RANCH	\$250,000.00	QUALIFIED	9086	2684
1401	1 UNIT	0095	00051	3816	6/13/2018	18 BALCOM ST	RANCH	\$250,000.00	QUALIFIED	9080	2534

## General Information:

Once the search is executed the next screen will include several columns of information which are mostly self-explanatory. The column entitled "Qual. Flag" is where the nature of the sale is identified, such as foreclosure, bank resale, fiduciary, etc. This is an important factor when looking for sales to include with an abatement. It is the sales listed as "qualified" in this column that the City of Nashua will consider in defense of an abatement as it is those sales that would likely be indicative of market value. A qualified sale would be a sale between a willing buyer and willing seller and one which is an arms-length transaction between two parties. When a sale is listed as "Needs Review" that is a sale that has not yet been reviewed to determine the nature of the sale. It may be a sale that can be included as one of the comparable sales in defense of an abatement if the person filing the abatement believes it was an arms-length transaction. It will be important to submit as many comparable qualified sales as necessary to be able to show the overassessment.

When a sale is listed here as "Other Reason" this would not be a sufficient sale to submit with an abatement. This type of sale is a short-sale or one in which the seller was settling for much less than s/he owes on the property and therefore, these require lender approval. These types of sales also would not be used to set assessments as they are not usually indicative of market value.

For evidence in an abatement filing, it is important to only use sales which have occurred 6 months prior to the date of assessment (April 1<sup>st</sup> of the year of applying) and 6 months after the date of assessment. It is also important to list only sales listed as "Qualified" since these are what is used to set assessments.

To compare the data of a recently sold property with the subject property's data, note the address of the property that sold and switch over to 'Property Data (Webpro)' program <https://assessing.nashuanh.gov/default.asp> where all the data on each property is listed. Here one can compare the building square footage, # of bathrooms, or any other data that might affect the market value of the property to help determine if that particular sale is of a property similar to yours. If the sale is listed as a 'qualified' sale, it would be appropriate to use as evidence with your abatement. For instructions using 'Property Data (Webpro)' program go to <https://www.nashuanh.gov/DocumentCenter/View/87>

To avoid hitting 'Next Pg' and have a running list of the selected sales, select the 'Printer Friendly' option at the top of the screen.