

Boulder County Assessor's Office

Residential Comparable Sales Look-Up Tool

Objectives

We will cover:

- Walking through a sample account
- Demonstrate reviewing comparables
- How to modify the filters
- Selecting the comparables
- Generating a report

This training will enable you to utilize the Residential Comparable Sales Tool independently. This information was prepared for tax years 2025 & 2026. The tool and the sale data may change over time. The process may be very similar, but the individual sales results may vary.

To find the Residential Comparable Sales Look-Up Tool:

- Open Google Chrome
- Go to www.boulderassessor.org
- On right-side of the page, under “Assessor Links”, click “Appeals”

Assessor Links
Assessor's Office
Property Search 
Property Search Help
Assessment & Valuation
Appeals
Senior Tax Exemption
Business Personal Property
Property Sales & Data

- Go to the gray “Appeals Process” bar in the Real Property Valuation Appeals section

▼ Appeal Process
▼ Appeal Tools & Forms
▼ About Your Determination

- Scroll down the page to the section titled “Comparable Property Sales and Time Trending for 2025/2026 Property Valuation” and click on “Residential Comparable Sales Lookup Tool with Instructions, and Time Trending
- Scroll down to the “Residential Comparable Sales Lookup Tool” section and select “Use the “Residential Comparable Sales Lookup Tool (Residential Only)” (link: <https://prognose.boulderassessor.org/web>)

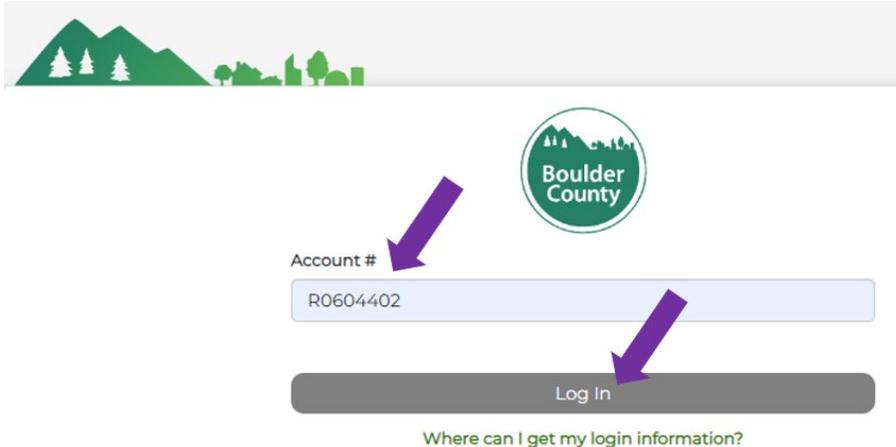
Residential Comparable Sales Lookup Tool

[Use the Residential Comparable Sales Lookup Tool \(Residential Only\) !\[\]\(3dfb8d66e81160ad61421a3452093d1b_img.jpg\)](https://prognose.boulderassessor.org/web)

In the Residential Comparable Sales Look-Up Tool

- Enter Account # R0604402, and then click “Log In”. This property will be referred to as the subject property.

Arrows pointing to the Account number field and Log in button.



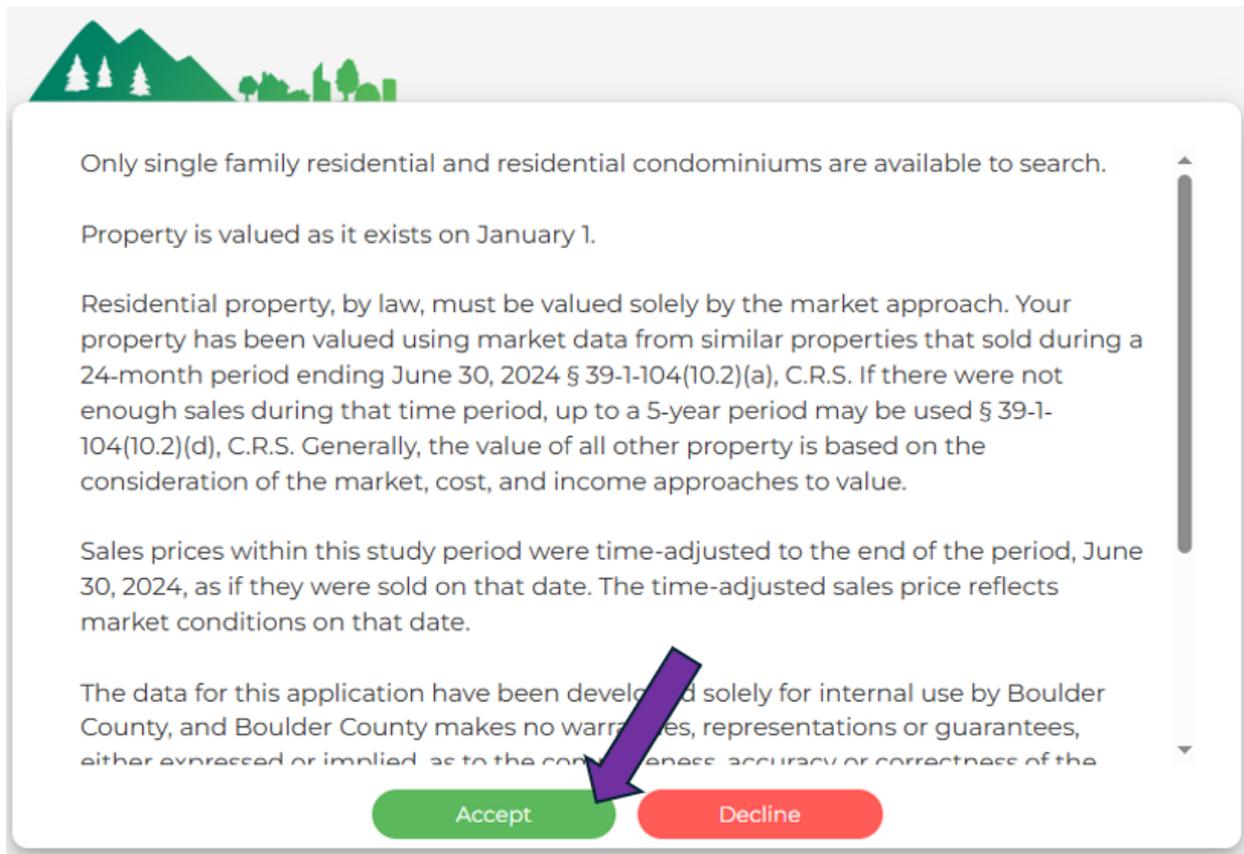
Account #

R0604402

Log In

[Where can I get my login information?](#)

- Please take a moment to read through the disclaimer and then click “Accept”



The display of the lookup tool can be divided into two pages:

1. Parcel/Account Details
2. Side-by-side sales comparisons

Parcel/Account Details Page Summary

Parcel Details

On the account details page, you'll see the account number, property type, physical address, neighborhood number, a description of the parcel, and a photo of the property, if available.



Parcel Details

Account No	R0604402
Property Type	RES
Physical Address	2381 SPOTSWOOD LONGMONT
NBHD	205
Living Area	Main-1,977
Landsqft/Acres	6,540 / 0.15
Quality	Good
Design	Ranch
Yrblt/EffYrblt	2017/2017
Predicted Total Value	\$703,600
Extra Features Value	\$0
Outbuilding Total Value	\$0
Percent Complete	100
Permanently Affordable?	No



Comps

Further down on the page is the Comp section, short for Comparable Sales. This section contains the list of up to 32 comparable sales including photo, short description of the sale, short description of the sold property, and the address. These sales were generated based on a mathematical formula as well as the filters. The software automatically selects the first 6 comparables. These were not the 6 specific sales used to value your property, only a default software setting. The bottom of this section includes a small statistical analysis of the selected sales. If the selected subject property has less than 32 sales available for comparison based on the mathematical formula and the filters, then it will populate with the number of sales that it does have.

Comps
Sales : 11 [Reset](#) [Export](#)

Subject Parcel ID : R0604402
 NBHD : 205, Living Area : Main-1,977, Design : Ranch, Quality : Good, Land : 6,540 / 0.15, Age : 2017/2017, Address : 2381 SPOTSWOOD LONGMONT

<input type="checkbox"/>	Comp No	Comp Score	Parcel No	Distance	Sale Price	Sale Date	TASP	Adj Value	\$Adj	\$Adj(%)
<input checked="" type="checkbox"/>	1	100	R0604478002	0.08	\$704,150	06/28/2024	\$704,150	\$707,826	\$3,676	0.52%
NBHD : 205, Living Area : Main-1,977, Design : Ranch, Quality : Good, Land : 6,247 / 0.14, Age : 2017/2017, Address : 2341 SPOTSWOOD LONGMONT										
<input checked="" type="checkbox"/>	2	100	R0604490002	0.19	\$715,000	05/01/2024	\$715,000	\$699,352	-\$15,648	-2.19%
NBHD : 205, Living Area : Main-1,977, Design : Ranch, Quality : Good, Land : 6,699 / 0.15, Age : 2017/2017, Address : 2293 SPOTSWOOD LONGMONT										
<input checked="" type="checkbox"/>	3	99	R0604341004	0.10	\$693,000	10/10/2023	\$693,000	\$704,407	\$11,407	1.65%

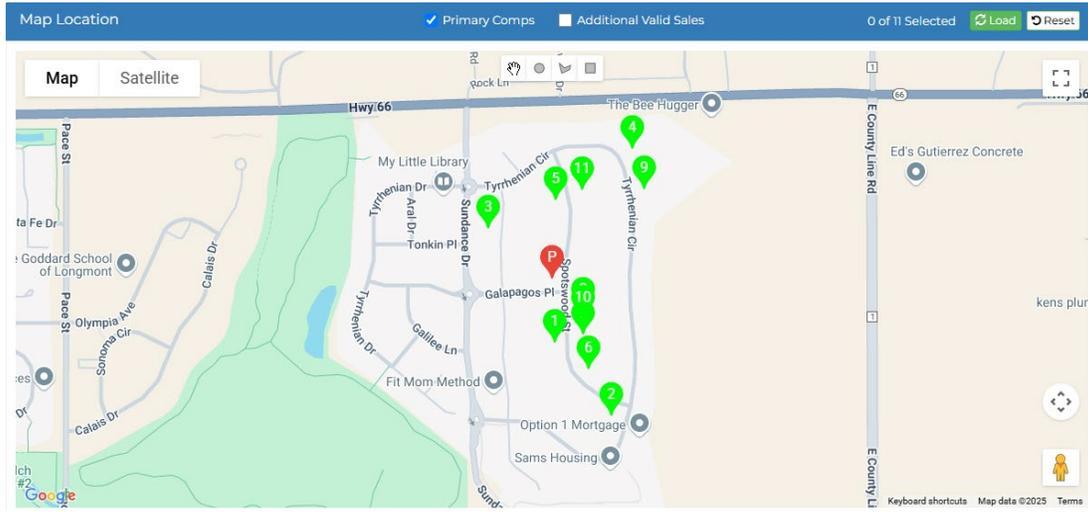
Showing 1 to 11 of 11 entries

Subject Value: **\$703,600** [\[Stats\]](#) Mean: **\$722,294** Median: **\$703,557** Min: **\$699,352** Max: **\$817,853** Standard Deviation: **46,900**

[Compare](#)

Map Location

A map of the subject property and comparable sales from the Comps list using Google Earth imagery.



Filter

A sales filter tool that allows you to select criteria to increase or decrease the number of comparable sales available for review, with a maximum of 32 sales allowed. Examples of filters that may be used include distance from the subject property, neighborhood, design, sales years, and subdivision.

Click the “+” icon to view the filters.

Filter Sales

Add Distance (miles)
Leave Blank For No Distance Filter

ECON AREA [Reset] [Clear All]
507
620
630
632
634
640
641

NBHD [Reset] [Clear All]
205.00
210.00
211.00
212.00
223.00
240.00
241.00

DESIGN [Reset] [Clear All]
Modular
Multi Sty
Multi Sty Townh
Paired
Patio
Ranch
Split level

SUBNAME [Reset] [Clear All]
PROVENANCE REP A
PURCELL - LG
QUAIL CROSSING FLG 1 PUD
QUAIL CROSSING FLG 2 - LG
QUAIL CROSSING FLG 3 - LG
QUAIL CROSSING FLG 4 - LG
QUAIL RIDGE REPLAT C - LG

2YR BASE YEAR SALES ONLY [Reset] [Clear All]
Y

Sale Comp

Review, Filter, Map, & Select Sales

Review Sales

Scroll up the page to the Comps section. Note the similarities and differences between the subject property and these comps. You can note how similar the living area is, if the design type is the same, if the quality grade is similar, the age of the sale compared to your property, as well as how far away the sale is from your property. Don't worry, you'll have another chance to view and compare these details on the side-by-side comparison page.

Filter Sales

You can filter these sales yourself. Using the Filter Sales drop-down menu below the map, you can filter which comparable sales are included in your group of sales by distance, neighborhood number, and design type. However, a maximum of six comparable sales will be allowed to populate the comparable sales report that you generate.

Filter Exercise 1

Add a distance filter to reduce the available sales:

- Enter "0.25"
- In Subname (subdivision), click the 'Clear All' button
- Click the 'Sale Comp' button in the bottom-right of the screen

- Notice that now there are 16 sales, not 11
 - Top of the screen:

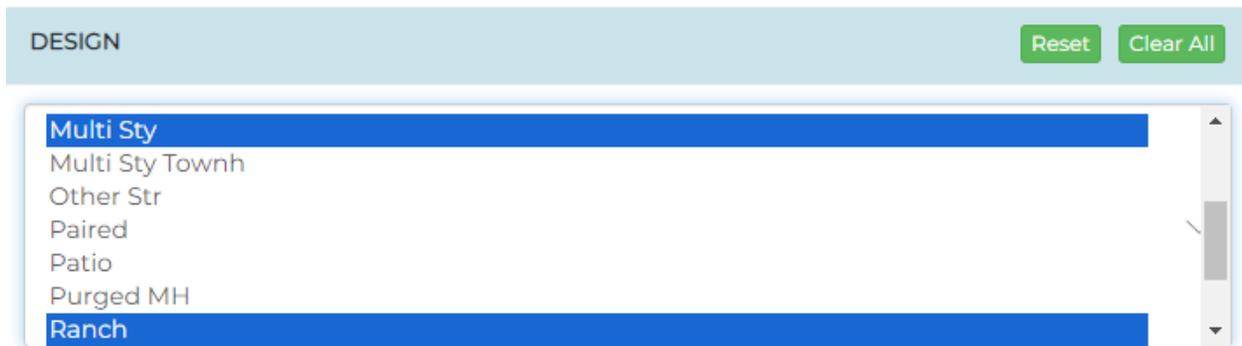
The system is running scoring on 16 comps.
Please be patient. It may take a few moments.

- And 16 sales in the Comps Sales count:

Filter Exercise 2

Change the Design filter to increase the available sales:

- In Design, scroll up until you see “Multi Sty”
- Hold down the “Ctrl” and then click on “Multi Sty”. This will highlight both Ranch and Multi Sty at the same time.



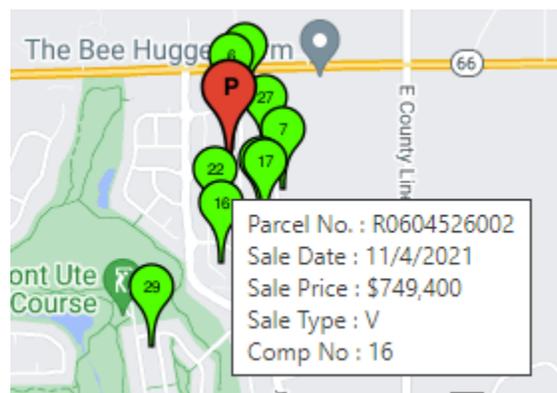
- Now click the green “Sale Comp” button
- Notice that the tool is processing 30 sales, not 16
 - Top of the screen:

The system is running scoring on 30 comps.
Please be patient. It may take a few moments.

Map Sales

The map included here is a Google Map which is populated with comparable sale data. You can toggle your view of the map using the zoom-in and out features as well as the first-person Pegman feature to view the Street View of the comparable sale parcels. If a subject property generates more than 32 sales, checking the additional valid sales box will make them populate on your map. If there are fewer than 32 sales, no more additional sales are available in your list or on the map.

Hovering over the green sales comp markers on the map will reveal a few key summary details of the sale, like their sale date and sale price. The red marker labeled P is the subject parcel, which the other sales are being compared to.



Select Sales

After you are satisfied with your filter selection, select up to 6 comparable sales by checking/unchecking the box to the left of the sale photo. For the purposes of this exercise, please select the first 6 sales in the list.

The comparison provides the following information:

- Photo (if available)
- Account Number
- Address
- Distance from the subject property in miles
- Property Characteristics - Only if any of the comps are different from the subject will a property characteristic appear here. If the subject and all the comps have the same characteristic, it will not appear in the list.
- Sales information – details including the date of sale and adjusted sales price

To rearrange the comps, you must click and drag the blue comparable sale banner number associated with each comp.



Being able to arrange your comps allows you to put the sales you find most applicable at the front of the lineup.

Note: Dragging Comparable Sale 2 to the left of Comparable Sale 1 places it at the front of the lineup, however, its number will remain the same and it won't be renumbered to Comparable Sale 1.

When you are happy with the arrangement of your comparable sales, you are ready to generate your sales report.

Select the green “Generate Report” button and a PDF of your comparable sales report will be downloaded directly to your electronic device. A maximum of six comparable sales will be allowed to populate the comparable sales report that you generate.

[Generate Report](#)

Only the sales you selected will be included in your report. The first page of your report will look like this:

Boulder County Sales Comparable

Comparable Sales	Subject	Sale 1	Sale 2	Sale 3	Sale 4								
Assessment Date: 06/30/2024 Predicted Value: \$703,600													
Parcel No	R0604402	R0604478002	R0604490002	R0604341004	R0604365002								
Address	2381 SPOTSWOOD LONGMONT	2341 SPOTSWOOD LONGMONT	2293 SPOTSWOOD LONGMONT	2407 PROVENANCE LONGMONT	2429 SPOTSWOOD LONGMONT								
Distance		0.08 Miles	0.19 Miles	0.1 Miles	0.1 Miles								
Stories													
Sale Date		06/28/2024	05/01/2024	10/10/2023	09/01/2023								
Sale Price		\$704,150	\$715,000	\$693,000	\$750,000								
Time Adjusted Sale Price		\$704,150	\$715,000	\$693,000	\$750,000								
		Adjustments		Adjustments		Adjustments		Adjustments					
Living Area	1,977	1,977	\$0	0.00%	1,977	\$0	0.00%	1,977	\$0	0.00%	2,290	-\$28,159	-3.75%
Unfinished Basement	Subt-1,959	Subt-1,959	\$0	0.00%	Subt-1,959	\$0	0.00%	Subt-1,959	\$0	0.00%	Subt-2,252	-\$6,390	-0.85%
Parking	At-515	At-515	\$0	0.00%	At-515	\$0	0.00%	At-515	\$0	0.00%	At-606	-\$4,880	-0.65%
Electric Energy Sys	0	0	\$0	0.00%	1	-\$13,699	-1.92%	0	\$0	0.00%	0	\$0	0.00%
Wtd Effyrblt	2017/2017	2017/2017	\$0	0.00%	2017/2017	\$0	0.00%	2018/2019	-\$5,499	-0.79%	2018/2018	-\$2,997	-0.40%
Land Sqft	6,540 / 0.15	6,247 / 0.14	\$3,676	0.52%	6,699 / 0.15	-\$1,948	-0.27%	6,455 / 0.15	\$1,031	0.15%	6,429 / 0.15	\$1,460	0.19%
Golf Recland	Common	Common	\$0	0.00%	Common	\$0	0.00%	-	\$15,875	2.29%	Common	\$0	0.00%
Baths	F-2	F-2	\$0	0.00%	F-2	\$0	0.00%	F-2	\$0	0.00%	F-2/H-1	-\$6,326	-0.84%
Adjusted Sales Price		\$707,826	\$699,352	\$704,407	\$702,708								

Your report can be saved for your record-keeping purposes. To start over, click the Boulder County logo in the top-right corner of your screen.

