

# DALLAS TOWNSHIP CLINTON COUNTY, MICHIGAN

## POLICY FOR REVIEW OF ASSESSMENT RECORDS

WHEREAS Dallas Township is responsible for creating a Policy for the inspection and copying of assessment records that are not confidential or otherwise exempt by law from disclosure;

WHEREAS the Dallas Township Assessor has drafted such a policy and recommends that the DALLAS TOWNSHIP Board hereby adopt the attached Dallas Township Policy for Review of Assessment Records

NOW THEREFORE BE IT RESOLVED that Dallas Township makes available its records for review & copying according to the Policy For Review of Assessment Records as follows:

### DALLAS TOWNSHIP POLICY FOR REVIEW OF ASSESSMENT RECORDS

For the review of assessment rolls & records, Dallas Township does not hold offices hours. Dallas Township offers online review of assessment information through Clinton County's website [www.clinton-county.org](http://www.clinton-county.org)

Detailed assessment information may be obtained via the [www.bsasoftware.com](http://www.bsasoftware.com) website for a fee of \$2.00 per parcel or address searched. This report will include assessment value information, building and land information, as well as a sketch of the improvements for the property.

Property owners may receive a complimentary copy of their assessment record by emailing the assessor @ [lidgardassessing@comcast.net](mailto:lidgardassessing@comcast.net), or calling the assessor at 517-669-1205. The assessor will respond within 7 business days.

Property owners may request a meeting in person with the assessor by calling or emailing the assessor. An in person meeting will be arranged within 7 days.

If a person has any questions regarding in property in Dallas Township, they can call Peggy Lidgard, the assessor at 517-669-1205 or email her at [lidgardassessing@comcast.net](mailto:lidgardassessing@comcast.net) to discuss the matter at hand.

Any requests for assessing data made pursuant to Michigan's Freedom of Information Act shall be made to the FOIA coordinator and shall be subject to the statutory requirements of FOIA. This request should detail in writing the records that they wish to receive copies of.