

Policy for Granting Property Tax Exemptions Pursuant to the Michigan General Property Tax Act

July 7th 2025

Exemption Claims:

All claims for Property Tax Exemptions under the General Property Tax Act shall be processed in accordance with the following policy:

1. All requests for a Property Tax Exemption shall require the submittal of the Township's application for Tax Exemption of Real and/or Personal Property;
2. All applications must be completed and signed by the applicant, or his/her authorized agent;
3. Applications must include all requested supporting documentation (a list of required documents can be found on the Township's application);
4. The granting of the Tax Exemption requires the approval of the Township Assessor.

Auditing Process:

The Township Assessor, shall audit 2% of Tax Exempt Properties within the Township per year. Auditing shall follow the same basic procedures for review and approval of Tax Exempt claims. Audits shall be commenced by the submittal of the Audit Form to the owner(s) of the property selected, along with a letter from the Assessor requesting the filing of the Audit Report and requesting documentation. Upon receipt of the Audit information, the Tax Exempt Status of the property will be reviewed by the Township Assessor. If a determination is made that the property has not been properly granted Tax Exempt status, notification will be sent to the property owner with instructions regarding how to make an appearance before the Board of Review.