



Roscommon County - - - The Playground of Michigan

TOWNSHIP OF DENTON

P.O. BOX 289
PRUDENVILLE, MICHIGAN 48651-0289
OFFICE (517) 366-5913 FAX (517) 366-7123
On Beautiful Houghton Lake



DENTON TOWNSHIP POLICY & PROCEDURES FOR TAXPAYER ACCESSIBILTY TO ASSESSOR'S OFFICE

- The Denton Township Assessor Sarah Stevens can be contacted from 8am through noon, and 1pm through 4pm Monday through Friday at the phone number 989-366-5913 X-205. In addition she can also be reached by email at mzsmarie@hotmail.com.
- Denton Township also has an Assistant Assessor, Rachael Barnes. She can be reached from 10am through noon, and 1pm through 4pm by phone number 989-366-5913 X-207. Contact by email is zoning@dentontownship-mi.org.
- Estimated response time for any direct inquiry with the Assessor or Assistant Assessor will not exceed 7 business days.
- A taxpayer may arrange a meeting with any official or employee of the Assessor's office by contact of email or phone call with the information listed above. A meeting time will be set for the taxpayer to come in and discuss any inquiries they may have at the Denton Township Assessor's Office.
- Requesting record cards from the Assessor's Office can be done through email and phone call. Depending on how the taxpayer would like the record card delivered it can be printed and picked up in the Denton Township Office, emailed or mailed to the taxpayer.
- If any taxpayer wishes to have an informal meeting to discuss any assessment questions prior to the March Board of Review Meeting they may do so by contacting the Assessor or Assistant Assessor by email or phone call. At this point an in person or phone meeting can be set up depending on the severity of the issue at hand and the individual taxpayer's request. The Assessor's office will direct the taxpayer on achieving a fair and equitable response, and provide any information needed to further complete their dispute.
- **Adopted by Denton Township Board on February 3, 2021 – Resolution # 02-03-2021B**