



Property Assessment
Board of Review

Coleman A. Young Municipal Center
2 Woodward Avenue, Suite 105
Detroit, Michigan 48226

Phone: 313-628-0722
Fax: 313-224-4576
www.detroitmi.gov

DATE: February 21, 2024

TO: Detroit City Council

RE: March Board of Review Hearings

Honorable City Council:

This communication is to provide an update regarding this year's March Board of Review at the current arrangements in accordance with the newly enacted changes to the Detroit City Code Section 44-4-5 Board of Review.

MARCH BOARD OF REVIEW FILING

While recommended, the Assessor's Review is no longer required as a first step before appealing to the March Board of Review. In accordance with state law the deadline for filing to the March Board of Review is "no later than the second Monday in March" which this year is Monday, March 11, 2024, at 4:30pm. A fully completed and signed Petition to the March Board of Review (MI Treasury Form L-4035) is required. If a petitioner has a representative, proper documentation authorizing such is required prior to hearing.

LOCATION

The ordinance requires that the Board of Review follow certain standards as it relates to its location to conduct its hearings. Those requirements are as follows:

- Held in space that accommodates at least 50 people,
- Be within .25 miles of a bus stop,
- Accessible to free parking.

Through a cooperative effort aided by the Office of the Assessor we have been able to accommodate those requirements. I must also acknowledge the team from Samaritan Center who was the first to step up an assist in providing space.

The locations and dates for the 2024 March Board of Review hearings are:

- March 6, 2024 – March 14, 2024
 - Crowell Recreation Center
 - 16630 Lahser Detroit, MI 48219
 - Morning session begins at 9:00am
 - Afternoon session 1:pm at 1:00pm
 - March 14 has a late session that begins at 6:00pm and ends at 9:00pm
- March 15, 2024 – March 23, 2024
 - Samaritan Center
 - 5555 Conner Detroit, MI 48213
 - Morning session begins at 9:00am
 - Afternoon session 1:pm at 1:00pm
 - March 21 has a late session that begins at 6:00pm and ends at 9:00pm



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Petitioners are also able to appear remotely via Zoom. Appeals can be filed on the City of Detroit website on the Property Assessment Board of Review Appeal Process page. This page provides appropriate links to schedule appointments and submit documentation. Additionally, the page provides links directly to Board of Review meetings without having to be placed in a “waiting room” or any other process that would not allow direct access to meetings as required.

SCHEDULING SYSTEM

Petitioners can schedule an appeal in several formats:

- In person (CAYMC – Suite 105)
- By mail (must be received by March 11, 2024)
- On-line (standard formats/platforms acceptable – android, ios, etc.)
- Email (MBOR@detroitmi.gov)

The Office of the Assessor has aided the Board of Review in acquiring a scheduling system that will allow petitioners and attendees to see the schedule of the day both online and at the location. This system will also allow petitioners to reschedule, receive notifications and see potential wait times.

WEBSITE

Updates to the website are being completed relative to the placement of:

- Board Members contact information,
- resumes,
- agendas,
- policies and procedures and,
- other pertinent information that is required.

Support has been requested of the Detroit Police Department and Media Services as the Board of Review is a public body and is being asked to conduct its hearing in more of a public space in the community as the ordinance requirements is representative of a public gathering of 50 or more people. We are also considering the management requirements needed for daily operations.



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I am not going to say that this has been easy, but rather than addressing any difficulties that may have arisen, I would rather wait until we complete this year's March Board of Review and provide a complete report with any recommendations that would provide a total overview of that best approach going forward including logistics, costs and processes.

Respectfully submitted,

Willie C. Dorwell, MCAO/MCPPE
Director

Cc; Council President Mary Sheffield
Brian White, Chief of Staff – Council President Mary Sheffield
David Whitaker – Director, Legislative Policy Division
Irv Corley – Legislative Policy Division
Derrick Headd – Legislative Policy Division
Lakisha Barclift – Legislative Policy Division
Alvin Horhn – Assessor/Deputy CFO, Office of the Assessor