



Assessment Records Access Policy

ASSESSOR CONTACT INFORMATION & POLICY REGARDING ACCESS TO ASSESSMENT RECORDS POLICY # 2025-1

Assessor: BOBBI BALAZOVIC
Phone Number: Cell 231-838-1612
E-Mail: ASSESSOR1612@GMAIL.COM
Mailing Address: PO Box 152, TOPINABEE, MI 49791

Response Time Assessor will respond to all requests for information within 7 business days.

Office Hours: BY APPOINTMENT ONLY

In-person meetings: The assessor is available for in-person meetings. Please contact the assessor to schedule meetings.

Questions/Disputes: Throughout the year and upon receipt of the annual Notice of Assessment, Taxable Valuation, and Property Classification, taxpayers with questions or concerns are encouraged to contact the assessor. The assessor will make reasonable efforts to hear taxpayer concerns, gather additional information if needed, take appropriate action in response, and convey the outcome to the taxpayer.

Inspection/Copy Requests: Requests to inspect and/or copy assessment records will be accepted and responded to in accordance with the Burt Township FOIA policy.

Records Location: Assessing records are officially retained at the Burt Township Hall 7029 Birchwood Rd Cheboygan, MI 49749. Working files are located at the Assessor's home office.

Adopted at the Regular Meeting on
May 1, 2025.

Christy Kozlowski, Township Clerk