

**HOWELL TOWNSHIP
LIVINGSTON COUNTY, MICHIGAN**

**RESOLUTION TO ADOPT CURRENT GUIDELINES FOR GRANTING POVERTY
EXEMPTIONS**

RESOLUTION NO. 05.25.551

At a meeting of the Howell Township Board (the "Township"), County of Livingston, State of Michigan, held on May 12, 2025, located at the Township Hall, 3525 Byron Rd. Howell, MI 48855 at 6:30 P.M.

PRESENT: Coddington, Daus, Hohenstein, Boal, Counts, Fagan, Wilson

ABSENT: None

The following resolution was offered by Hohenstein and supported by Daus:

WHEREAS, PA 390, 1994 (MCL 211.7u, as amended) required the township to adopt guidelines for determining eligibility for hardship exemption from taxation for homesteads. PA 253 of 2020 made changes to legislation requiring updated poverty exemption guidelines,

NOW, THEREFORE, BE IT RESOLVED, the following Guidelines and Procedures to qualify for relief under the Act are hereby adopted:

1. TO BE ELIGIBLE THE APPLICANT SHALL DO ALL OF THE FOLLOWING ON AN ANNUAL BASIS:
 - A. Must be the property owner and taxpayer and occupy as a homestead the property for which an exemption from property taxes is requested. "Homestead" means that term as defined in section 508 of the Michigan Income Tax Act, being MCL 206.508, as amended. Applicants cannot be a corporation, trust or other business entity
 - B. File with the Township Assessor a completed Form 5737 Application for MCL 211.7u Poverty Exemption along with Form 5739 Affirmation of Ownership and Occupancy to Remain Exempt by Reason Poverty. **APPLICATION MUST BE ACCOMPANIED BY FEDERAL AND STATE INCOME TAX RETURNS FOR ALL PERSONS RESIDING IN THE HOMESTEAD, INCLUDING ANY PROPERTY TAX CREDIT RETURNS**, filed in the immediately preceding year and in the current year.

- C. Produce a valid driver's license or other acceptable form of identification if requested by the Supervisor, Assessor or Board of Review.
2. Filing period and Appearance: Fully completed Poverty Exemption Applications with the required supporting information will be accepted through the last public meeting of the March Board of Review, and one week prior to the meetings of the July and December Board of Review. The filing of a completed application with required supporting documentation shall constitute an appearance before the Board of Review for the purpose of preserving the applicant's right to further appeal the decision of the Board of Review to the Michigan Tax Tribunal.

EVALUATION PROCEDURE

1. Meetings: Meetings of the Board of Review related to Poverty Exemption applications shall be held in compliance with the Michigan Open Meetings Act. All applications and supporting documentation are confidential and not available for public review, copy or inspection.
2. Applicant's Presence: The Board of Review may request an applicant to personally appear before the Board to respond to any questions the Supervisor, Board of Review or Assessor may have.
3. Investigation: Applicants for Poverty Exemption may be investigated by Howell Township to verify information submitted or statements made to the Supervisor, Board of Review or Assessor.
4. Oath: Applicants appearing before the Board of Review may be administered an oath affirming that the information submitted; both written and verbal is the truth.
5. Criteria for Determining Exemption: The Supervisor and Board of Review shall consider the following three (3) criteria to determine whether a poverty exemption shall be granted:
 - A. Income: The total income of the applicant and each member of the applicant's household income shall not exceed the Federal Poverty Guidelines adopted by the Howell Township Board (Federal Poverty Income Standards, adjusted annually). **Income levels SHALL NOT BE SET LOWER than the Federal Poverty Income Standards, updated annually by the U.S. Department of Health and Human Services.**

B. Asset Test: The value of the Homestead, one automobile, and household personal property (i.e., clothing, furniture, and appliances) will not be included when determining the assets of the applicant. **The assets of the applicant cannot exceed \$10,000.** This includes liquid assets such as cash, bank accounts, retirement accounts etc. It also includes physical assets that can be sold such as boats, travel trailers, additional automobiles etc.

C. Contribution from other sources: If the Board of Review determines the applicant receives contribution toward taxes from other sources, such as trust, inheritance, co-owner, relative, dependent, friend or occupant of the homestead, the Supervisor or Board of Review may consider the amount of such contributions as an addition to the applicant's income. If the resulting sum exceeds the Income Guidelines, as adopted by the Howell Township Board (Federal Poverty Standards, adjusted annually) a hardship or poverty exemption shall be denied.

6. Granting Exemption: If an applicant's:

A. Total household income from all sources does not exceed the Federal Poverty Guidelines (Federal Poverty Standards, adjusted annually) as adopted by the Howell Township Board and:

B. Does not have assets which can reasonably be invested, sold or used to pay the property taxes: and

C. Does not receive or reasonably expect to receive contribution toward taxes from other sources.

D. The Board of Review may reduce the taxable value of the subject property and the tax liability of the owner and occupant of the homestead.

E. Public Act 253 of 2020 amended MCL 211.7u (5) states that The Board of Review shall follow the policy and guidelines of the local assessing unit in granting or denying an exemption under this section. If a person claiming an exemption under this section is qualified under the eligibility requirements in subsection (2), the board of review shall grant the exemption in whole or in part, as follows:

(a). A full exemption equals a 100% reduction in taxable value for the tax year in which the exemption is granted.

(b). A partial exemption equal to 1 of the following, either a 75% 50% or 25% reduction in taxable value for the tax year in which the exemption is granted.

(c). The Board of Review **shall not** act outside the guidelines due to compelling reasons or extenuating circumstances.

A roll call vote on the foregoing resolution was taken and is as follows:

AYES: Wilson, Boal, Fagan, Counts, Coddington, Hohenstein, Daus

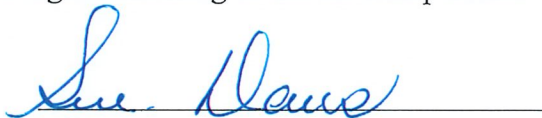
NAYS: None

ABSENT: None

THE RESOLUTION WAS DECLARED ADOPTED.

STATE OF MICHIGAN)
) ss
COUNTY OF LIVINGSTON)

I, Sue Daus, the duly elected Clerk of the Township of Howell, hereby certify this to be a true and complete copy of this resolution, duly adopted at a regular meeting of the Township Board.



Sue Daus, Howell Township Clerk