

WHITE LAKE TOWNSHIP CORONAVIRUS DISEASE 2019 (COVID-19)

Instructions for Township Services

Official Statement - Effective March 17, 2020

We take the health and safety of our employees and the community very seriously. To help in the effort to slow the spread of the Coronavirus Disease 2019 (COVID-19), the **Township will not be accessible to the public until further notice.**

However, our staff will still be here working to serve you and conducting business as usual. Please follow the instructions below to complete your Township business during this period:

- **Property Taxes** - All unpaid tax payments are considered delinquent at this point and need to be paid at the County Treasurer's Office located at 1200 N. Telegraph Rd., Pontiac. If you need a revised payment statement to include with your payment, call the Treasurer's Office at 248-698-3300 X-4 and we can mail or email one to you.
- **Dog Licenses** - May be obtained on-line from **Oakland County** by visiting www.oakgov.com/services, search dog licenses in their **Information A to Z** area.
- **Passport Applications** - Will **not** be accepted during this timeframe. You may visit <https://www.usa.gov/passport> for forms and information, and to locate other facilities to process your passport. You may also go to the U.S. Post Office to make an appointment if they are still accepting passport applications during this period of social distancing.
- **Water Payments** - Water payments may be paid by dropping your **check with statement** into the **drop box** located at the **west side of the building** or you can mail your **check only** payment to the attention of the **Township Treasurer's Office**, please see the Township address at the end of this document.
- **Building Department and Water and Sewer Permits** - Permit applications may be found on-line at www.whitelaketwp.com/references/forms-applications-permits-registrations or may be requested by calling 248-698-3300 X-2 for Building or X-8 for Water and Sewer and requesting one be mailed or emailed to you. Completed applications may be mailed to the attention of the **Building Department – DPS** at the address below or dropped in the **ballot drop box located at the rear of the building**. Once payment is received and the permit is approved, your permit will be mailed to your address unless you request it be emailed to you.
- **Ordinance Enforcement** - Contact Jason Hudson at 248-698-3300 X-134.

- **Property Transfer Affidavit, Homestead Exemption, Address and Name Changes** - May be mailed to the attention of the **Assessor's Office** at the address below or by dropping them in the **ballot drop box at the rear of the building**. For property transfers and homestead exemptions, you **must** mail or drop off **both** copies. After processing, the Assessor will mail one copy back to your home address. Additional Assessing questions may be answered by calling 248-698-3300 X-3.
- **Planning and Zoning** - Information may be obtained by visiting our website at www.whitelaketwp.com, click the **Services & Department** drop down menu at the top and select **Community Development** for information. If you have further questions, please contact us 248-698-3300 X-5.
- **Freedom of Information Request and Minor Home Repair Applications** - May be requested and or submitted by contacting Trish Pergament at 248-698-3300 X-6 or PPergament@whitelaketwp.com.
- **Employment Opportunities** - May be viewed on our web site at www.whitelaketwp.com, click the **Services & Department** drop down menu and select the **Clerk's Office**. Additional hiring questions may be directed to HR at 248-698-3300 X-7.
- **Election Information** - Absentee Ballot Applications for the **May 5 election** have been mailed out. You may return them to the **ballot drop box at the rear of the building** or mail them to the attention of the **Clerk's Office** at the address below. Additional questions may be answered by contacting the Clerk's Office at 248-698-3300 X-7.
- **Burn Permits** - May be obtained on the White Lake Fire Department website at www.wlftd.com/burn-permit/burn_permit_amendment_2019.pdf.
- **General Township Questions** - May be answered by contacting us at **248-698-3300** and selecting the appropriate department from the menu. You may also visit our website for additional information at www.whitelaketwp.com.
- **Seniors in need of Assistance** - During this unsettling time, seniors may contact **Dublin Senior Center** at 248-698-2394 for advice.
- **Emergencies** - Please contact **911**.
- **Non-Emergency Police** - Please call 248-698-4400.
- **Non-Emergency Fire** - Please call 248-698-3335.
- **Township Address** - White Lake Township - 7525 Highland Rd., White Lake, MI 48383