



Pittsfield Charter Township
Department of Community Development

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**PITTSFIELD TOWNSHIP ANNOUNCES TEMPORARY SYSTEM
SHUTDOWN FOR SOFTWARE UPGRADE**

Pittsfield Township is committed to providing the Gold Standard in Public Service which includes providing enhanced municipal data and services to efficiently serve residents. In line with this commitment, we are pleased to announce a significant software upgrade to our BS&A system, which manages critical functions such as financial transactions, permitting, inspections, and more. This upgrade is designed to provide a more seamless and efficient experience for our internal systems and BS&A online services.

To facilitate this essential software enhancement, the BS&A system will undergo temporary downtime, beginning at 2:00 PM on Wednesday, September 27th through Monday, October 2nd. Pittsfield Township offices will remain open with regularly scheduled hours throughout the upgrade process.

During this temporary system shutdown, there will be some unavoidable delays as both the internal system and the BS&A online services, typically accessible via our website, will be inaccessible.

How this may impact you:

- **Online Services** through BS&A such as property record searches, billing information, and payment services will be inaccessible until the system is restored.
- **Tax and Utility Payments** received during this period will be date stamped with hand-written receipts and processed based on the day of the receipt. No additional late fees will be assessed for payments made during the upgrade.
- **Permit Applications** will be accepted; however, there may be a delay in processing and issuing permits that have not been paid for prior to the system shutdown.

We understand that this temporary system shutdown may be an inconvenience, but we appreciate your patience and understand as we work diligently to enhance our system's capabilities. Our goal is to provide you with even better and more efficient service once this software upgrade is complete.

If you have any questions or concerns, please do not hesitate to contact us at info@pittsfield-mi.gov or by phone at 734.822.3135

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