



**REGULAR MEETING OF THE
CHARTER TOWNSHIP OF COMSTOCK TOWNSHIP
BOARD**

**MONDAY, APRIL 6, 2026 at 6:00 PM
NOTICE AND AGENDA
5858 KING HIGHWAY
KALAMAZOO, MI 49048**

I. Call to Order

II. Pledge of Allegiance to the Flag of the United States of America

III. Approval of Agenda

- Motion to Approve Agenda

IV. Public Comment(s) on Agenda Items Only

A citizen may state their name and address and may speak only one time, for no more than three (3) minutes. This time may not be given to another citizen to extend their time. The person speaking has the floor and no other citizen shall speak during someone else's time. During this time, you will be making statements to the Board, without discussion from the Board members, but you are welcome to make an appointment with the Supervisor or Superintendent to discuss your comments further (their contact information is located by the door). Please keep comments clean and respectful.

Approved by the Township Board on February 24, 2025.

V. Announcements for Departments/Boards/Commissions

VI. Consent Agenda

The purpose of the Consent Agenda is to expedite Business by grouping non-controversial items together to be dealt with in one Board Motion without discussion. Any member of the public, board, or staff may ask that any item of the Consent Agenda be removed and placed elsewhere on the agenda for full discussion. Such requests will be automatically respected. Approval of all of the items on the Consent Agenda shall be accomplished by a single majority vote.

A. Approval Of:

- Approval of March 16, 2026 Meeting Minutes
- Approval of March 24, 2026 Special Meeting Minutes
- Bills Payable: April 07, 2026

VII. Presentation(s)

VIII. Business

Fire & Rescue

Request to submit a grant request to Firehouse Subs Public Safety Foundation

Planning & Zoning

Step One Review and Public Hearing - Leigh Avenue Site Condominium
5057 E Main and 1654 Leigh Ave - Rezoning Request
Tim Kerney Fee Waiver Request

Clerk

Memorial Day Parade Permit
May 5th Election Update

Treasurer

Purchasing Policy
Police Week Resolution Discussion

Trustee

Planning Commission Letter
Ordinance Compliance

Supervisor

Finance

Superintendent

Superintendent Report

IX. Reports

- March 2026 Fire Report
- March 2026 Fire Department Public Relations Report
- March 2026 KABA Reports
- Bills Paid: March 26- April 2, 2026

X. Informational/Future Action Items

- FOIA Requests

XI. Public Comment(s) on Agenda and Non-Agenda Items

A citizen may state their name and address and may speak only one time, for no more than three (3) minutes. This time may not be given to another citizen to extend their time. The person speaking has the floor and no other citizen shall speak during someone else's time. During this time, you will be making statements to the Board, without discussion from the Board members, but you are welcome to make an appointment with the Supervisor or Superintendent to discuss your comments further (their contact information is located by the door). Please keep comments clean and respectful.

Approved by the Township Board on February 24, 2025.

XII. Members Comments

XIII. Adjournment



MEMO

Charter Township of Comstock Township Board April 6, 2026

From: Clerk Nicole Beauchamp, Township Clerk

Re: Approval of March 16, 2026 Meeting Minutes

Attachments:

[Draft Meeting Minutes March 16, 2026 Townshp Board.pdf](#)

**MINUTES OF THE REGULAR MEETING OF THE
CHARTER TOWNSHIP OF COMSTOCK TOWNSHIP BOARD
KALAMAZOO COUNTY, MICHIGAN
MARCH 16, 2026**

CALL TO ORDER

| Attendee Name | Title | Status |
|----------------------------|----------------|---------------|
| Supervisor Ben Martin | Supervisor | Present |
| Clerk Nicole Beauchamp | Clerk | Present |
| Treasurer Sandy Bloomfield | Treasurer | Present |
| Trustee Jerry Amos | Trustee | Present |
| Trustee Kristie Cherry | Trustee | Present |
| Trustee Terry McIver | Trustee | Present |
| Trustee Bob Pratt | Trustee | Present |
| Superintendent Scott Hess | Superintendent | Present |
| Attorney Rob Thall | Attorney | Present |

The meeting was called to order at 6:00 pm. Approximately 28 people were in attendance.

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

Treasurer Sandy Bloomfield made a motion to approve the agenda with the addition of discussion and possible appointments for the ZBA under Supervisor.

RESULT: PASSED [5 TO 2]
MOVER: Treasurer Sandy Bloomfield
SECONDER: Supervisor Ben Martin
AYES: Supervisor Ben Martin, Clerk Nicole Beauchamp, Treasurer Sandy Bloomfield, Trustee Jerry Amos, Trustee Terry McIver
NAYS: Trustee Kristie Cherry, Trustee Bob Pratt

PUBLIC COMMENTS(S) ON AGENDA AND NON-AGENDA ITEMS

Nine people spoke at Public Comment.

ANNOUNCEMENTS FOR DEPARTMENTS/BOARDS/COMMISSIONS

John Gisler, County Commissioner, announced that the Office of Emergency Management will offer training twice in April for all local officials. They will also be offering a SkyWarn training in April. He also mentioned that this Wednesday, there will be a Statewide Tornado Drill.

CONSENT AGENDA

Clerk Nicole Beauchamp made a motion to approve the consent agenda with the addition of Trustee Pratt approving the agenda on March 10th.

RESULT: PASSED [UNANIMOUS]
MOVER: Clerk Nicole Beauchamp
SECONDER: Treasurer Sandy Bloomfield
AYES: Supervisor Ben Martin, Clerk Nicole Beauchamp, Treasurer Sandy Bloomfield, Trustee Jerry Amos, Trustee Kristie Cherry, Trustee Terry McIver, Trustee Bob Pratt

- Minutes of the March 2, 2026 Regular Board Meeting
- Minutes of the March 10, 2026 Special Board Meeting
- Bills Payable: March 17, 2026

PRESENTATION(S)

BUSINESS

FIRE & RESCUE

Request to apply for the FY27 Congressionally Directed Spending (CDS)

Trustee Kristie Cherry made a motion to approve the request to apply for the fiscal year 27 congressionally direct spending for the fire department.

RESULT: PASSED [UNANIMOUS]
MOVER: Trustee Kristie Cherry
SECONDER: Trustee Bob Pratt
AYES: Supervisor Ben Martin, Clerk Nicole Beauchamp, Treasurer Sandy Bloomfield, Trustee Jerry Amos, Trustee Kristie Cherry, Trustee Terry McIver, Trustee Bob Pratt

Request to apply for the FY27 State of Michigan Budget Appropriations

Trustee Terry McIver made a motion to approve made a motion that we allow Chief Beauchamp to apply to the 2027 State Issued Budget appropriations to Senator Sean McCann for the following: \$11.5 million for new Station 9-3, the portion we do not have funding for, and replacement traffic management unit for, \$595,000 for a "mobile barrier" and chassis.

RESULT: PASSED [UNANIMOUS]
MOVER: Trustee Terry McIver
SECONDER: Treasurer Sandy Bloomfield
AYES: Supervisor Ben Martin, Clerk Nicole Beauchamp, Treasurer Sandy Bloomfield, Trustee Jerry Amos, Trustee Kristie Cherry, Trustee Terry McIver, Trustee Bob Pratt

Fire Department Training Presentation

Deputy Chief Kevin Thompson presented about fire department training.

PLANNING & ZONING

No business at this time.

CLERK

No business at this time.

TREASURER

No business at this time.

TRUSTEE

PFAS Well Testing

Bob Pratt presented a discussion regarding PFAS Well Testing and requesting update from the State of MI on the status.

Trustee Bob Pratt made a motion that we give to Superintendent Hess the request to contact the state of Michigan and get an update and assessment on where they stand, and for any current information, and encourage them to come to speak to us again.

RESULT: PASSED [UNANIMOUS]
MOVER: Trustee Bob Pratt
SECONDER: Trustee Kristie Cherry
AYES: Supervisor Ben Martin, Clerk Nicole Beauchamp, Treasurer Sandy Bloomfield, Trustee Jerry Amos, Trustee Kristie Cherry, Trustee Terry McIver, Trustee Bob Pratt

Public Comment Discussion

Trustee Bob Pratt made a motion that we, as a board, decide that we can and will eliminate one public comment session for each meeting, and the public will have the same means to address issues for the board, as well as means and encourage to contact people for any questions that they may have.

AMENDED MOTION: Trustee Bob Pratt amended his motion to the first be strictly business, and 2nd one given the opportunity for any other issues the resident would like to discuss.

RESULT: PASSED [6 TO 1]
MOVER: Trustee Bob Pratt
SECONDER: Clerk Nicole Beauchamp
AYES: Supervisor Ben Martin, Clerk Nicole Beauchamp, Treasurer Sandy Bloomfield, Trustee Jerry Amos, Trustee Terry McIver, Trustee Bob Pratt
NAYS: Trustee Kristie Cherry

SUPERVISOR

2nd Reading of Ordinance 565 - An Ordinance to Enact a Temporary Moratorium of Data Centers

Clerk Nicole Beauchamp made a motion to approve 2nd reading of ordinance 565, An Ordinance to Enact a Temporary Moratorium on Data Centers.

RESULT: PASSED [UNANIMOUS]
MOVER: Clerk Nicole Beauchamp
SECONDER: Trustee Terry McIver
AYES: Supervisor Ben Martin, Clerk Nicole Beauchamp, Treasurer Sandy Bloomfield, Trustee Jerry Amos, Trustee Kristie Cherry, Trustee Terry McIver, Trustee Bob Pratt

2nd Reading of Ordinance 566 - An Ordinance to Enact a Temporary Moratorium on Principal Use Solar and Wind Renewable Energy Facilities

Clerk Nicole Beauchamp made a motion to approve 2nd reading of ordinance 566 - An Ordinance to Enact a Temporary Moratorium on Principal Use Solar and Wind Renewable Energy Facilities.

RESULT: PASSED [UNANIMOUS]
MOVER: Clerk Nicole Beauchamp
SECONDER: Treasurer Sandy Bloomfield
AYES: Supervisor Ben Martin, Clerk Nicole Beauchamp, Treasurer Sandy Bloomfield, Trustee Jerry Amos, Trustee Kristie Cherry, Trustee Terry McIver, Trustee Bob Pratt

FINANCE

No business at this time.

SUPERINTENDENT

2026 Kalamazoo County Road Contract

Treasurer Sandy Bloomfield made a motion to accept the 2026 Kalamazoo County Local Road Contract fund with the signature on that of Supervisor Martin.

RESULT: PASSED [UNANIMOUS]
MOVER: Treasurer Sandy Bloomfield
SECONDER: Trustee Kristie Cherry
AYES: Supervisor Ben Martin, Clerk Nicole Beauchamp, Treasurer Sandy Bloomfield, Trustee Jerry Amos, Trustee Kristie Cherry, Trustee Terry McIver, Trustee Bob Pratt

864 Lombard Property Partnership

Trustee Terry McIver made a motion that we enter into a partnership with the Land Bank of Kalamazoo and execute the transfer of the Lombard property that we've been speaking of.

RESULT: PASSED [UNANIMOUS]
MOVER: Trustee Terry McIver
SECONDER: Clerk Nicole Beauchamp
AYES: Supervisor Ben Martin, Clerk Nicole Beauchamp, Treasurer Sandy Bloomfield, Trustee Jerry Amos, Trustee Kristie Cherry, Trustee Terry McIver, Trustee Bob Pratt

864 Lombard Property Partnership

AMENDED MOTION: Trustee Terry McIver mended his motion that Comstock Township we enter into a partnership with the Land Bank of Kalamazoo and execute the transfer of the Lombard property to the Landbank and make sure that it's designated for occupancy by retired veterans, they can use the help.

RESULT: PASSED [UNANIMOUS]
MOVER: Trustee Terry McIver
SECONDER: Treasurer Sandy Bloomfield
AYES: Supervisor Ben Martin, Clerk Nicole Beauchamp, Treasurer Sandy Bloomfield, Trustee Jerry Amos, Trustee Kristie Cherry, Trustee Terry McIver, Trustee Bob Pratt

Curbside Pickup Proposal with 2025 Data

Trustee Terry McIver made a motion to accept the College Hunks proposal of \$100,000 for two pickups, spring and fall, of 2026 and have the Superintendent Hess sign the paperwork to get that done.

RESULT: PASSED [5 TO 2]
MOVER: Trustee Terry McIver
SECONDER: Trustee Kristie Cherry
AYES: Clerk Nicole Beauchamp, Trustee Jerry Amos, Trustee Kristie Cherry, Trustee Terry McIver, Trustee Bob Pratt
NAYS: Supervisor Ben Martin, Treasurer Sandy Bloomfield

Ordinance Report

REPORTS

- February 2026 Fire Report
- Cash Summary by Fund - February 2026
- Cash Summary by Bank Account - February 2026
- Bills Paid: March 12, 2026
- February 2026 Fire Department Public Relations Report
- February 2026 Sheriff's Reports
- February 2026 KABA Reports

INFORMATIONAL/FUTURE ACTION ITEMS

- FOIA Requests

PUBLIC COMMENT(S) ON AGENDA AND NON-AGENDA ITEMS

Five people spoke at Public Comment.

MEMBERS COMMENTS

Member comments were heard.

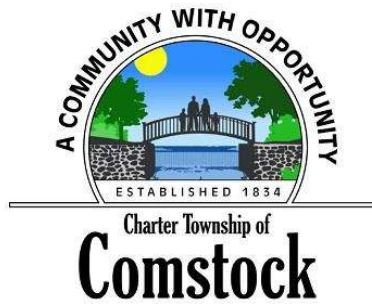
ADJOURNMENT

Minutes signatures

Attested:

Nicole Beauchamp, Township Clerk

Ben Martin, Township Supervisor



MEMO

Charter Township of Comstock Township Board April 6, 2026

From: Clerk Nicole Beauchamp, Township Clerk

Re: Approval of March 24, 2026 Special Meeting Minutes

Attachments:

[DRAFT March 24, 2026 Special TB Meeting.pdf](#)

**MINUTES OF THE SPECIAL TOWNSHIP BOARD MEETING
OF THE CHARTER TOWNSHIP OF COMSTOCK TOWNSHIP BOARD
KALAMAZOO COUNTY,
MICHIGAN MARCH 24, 2026**

CALL TO ORDER

| Attendee Name | Title | Status |
|----------------------------|----------------|---------------|
| Supervisor Ben Martin | Supervisor | Present |
| Clerk Nicole Beauchamp | Clerk | Present |
| Treasurer Sandy Bloomfield | Treasurer | Present |
| Trustee Jerry Amos | Trustee | Present |
| Trustee Kristie Cherry | Trustee | Present |
| Trustee Terry McIver | Trustee | Present |
| Trustee Bob Pratt | Trustee | Present |
| Superintendent Scott Hess | Superintendent | Present |
| Attorney Rob Thall | Attorney | Present |

The meeting was called to order at 6:00 pm. Approximately 158 people were in attendance.

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

Trustee Jerry Amos made a motion to add the 2nd Public Comment to the Agenda.

A roll call vote was completed.

| | |
|------------------|---|
| RESULT: | FAILED [2 TO 5] |
| MOVER: | Trustee Jerry Amos |
| SECONDER: | Treasurer Sandy Bloomfield |
| AYES: | Supervisor Ben Martin, Treasurer Sandy Bloomfield |
| NAYS: | Clerk Nicole Beauchamp, Trustee Jerry Amos, Trustee Kristie Cherry, Trustee Terry McIver, Trustee Bob Pratt |

Clerk Nicole Beauchamp made a motion to approve the agenda as presented.

A roll call vote was completed.

| | |
|------------------|---|
| RESULT: | PASSED [4 TO 3] |
| MOVER: | Clerk Nicole Beauchamp |
| SECONDER: | Trustee Kristie Cherry |
| AYES: | Clerk Nicole Beauchamp, Trustee Kristie Cherry, Trustee Terry McIver, Trustee Bob Pratt |
| NAYS: | Supervisor Ben Martin, Treasurer Sandy Bloomfield, Trustee Jerry Amos |

PUBLIC COMMENT(S) ON AGENDA AND NON-AGENDA ITEMS

Approximately 37 people spoke at Public Comment.

BUSINESS

Attorney Overview

Attorney Rob Thall presented a background on the ordinance and why the hearing was called.

Hearing regarding Ordinance 27 Violation and Supervisor Ben Martin

Treasurer Sandy Bloomfield made a motion for Supervisor Martin to recuse himself from discussion.

A roll call vote was completed.

| | |
|------------------|--|
| RESULT: | PASSED [UNANIMOUS] |
| MOVER: | Treasurer Sandy Bloomfield |
| SECONDER: | Trustee Jerry Amos |
| AYES: | Supervisor Ben Martin, Clerk Nicole Beauchamp, Treasurer Sandy Bloomfield, Trustee Jerry Amos, Trustee Kristie Cherry, Trustee Terry McIver, Trustee Bob Pratt |

Clerk Nicole Beauchamp made a motion for Trustee Pratt to moderate the meeting.

A roll call vote was completed.

| | |
|------------------|---|
| RESULT: | PASSED [5 TO 1] |
| MOVER: | Clerk Nicole Beauchamp |
| SECONDER: | Trustee Kristie Cherry |
| AYES: | Clerk Nicole Beauchamp, Trustee Jerry Amos, Trustee Kristie Cherry, Trustee Terry McIver, Trustee Bob Pratt |
| NAYS: | Treasurer Sandy Bloomfield |
| ABSTAINS: | Supervisor Ben Martin |

Trustee Bob Pratt made a motion to open the hearing regarding violation of compiled ordinance number 27 and Soil Friends, LLC, and Supervisor Ben Martin at approximately 7:42 pm.

A roll call vote was completed.

| | |
|------------------|---|
| RESULT: | PASSED [4 TO 2] |
| MOVER: | Trustee Bob Pratt |
| SECONDER: | Clerk Nicole Beauchamp |
| AYES: | Clerk Nicole Beauchamp, Trustee Kristie Cherry, Trustee Terry McIver, Trustee Bob Pratt |
| NAYS: | Treasurer Sandy Bloomfield, Trustee Jerry Amos |
| ABSTAINS: | Supervisor Ben Martin |

Supervisor Ben Martin presented information and board members asked questions.

Clerk Nicole Beauchamp made a motion to close the hearing at approximately 8:40 pm.

A roll call vote was completed.

| | |
|------------------|---|
| RESULT: | [UNANIMOUS] |
| MOVER: | Clerk Nicole Beauchamp |
| SECONDER: | Trustee Jerry Amos |
| AYES: | Clerk Nicole Beauchamp, Treasurer Sandy Bloomfield, Trustee Jerry Amos, Trustee Kristie Cherry, Trustee Terry McIver, Trustee Bob Pratt |
| ABSTAINS: | Supervisor Ben Martin |

Trustee Bob Pratt made a motion for the Findings of Fact and Determination for a violation.

1. Soil Friends, LLC's member is Township Supervisor Ben Martin.
2. Ben Martin has been Supervisor since November 2024.
3. Pursuant to Township Compiled Ordinance 27-002B.8 that a liquor license shall not be issued to "Any law enforcing public official or any member of the Township Board, and no such official shall be interested in any way either directly or indirectly in the manufacture, for sale or distribution of alcoholic liquor".
4. Soil Friends has through the Liquor License Commission a small wine maker license and an on-premises tasting room permit, both of which involve the manufacture for sale or distribution of alcoholic liquor.
5. The Township approved Soil Friends small winemaker license in October 2017.
6. That Soil Friends on-premises tasting room permit required approval from the Charter Township of Comstock Board.

And that based upon these facts the Charter Township of Comstock Township Board determines that:

1. Soil Friends is in violation of Compiled Ordinance 27-002B.8 as Supervisor Ben Martin is directly interested as a member of Soil Friends, LLC in the manufacture for sale and distribution of alcoholic liquor.
2. Recommendation be made to the Michigan Liquor Control Commission to not renew Soil Friends licenses for small winemaker and on-premises tasting room.

A roll call vote was completed.

| | |
|------------------|--|
| RESULT: | [4 TO 2] |
| MOVER: | Trustee Bob Pratt |
| SECONDER: | Clerk Nicole Beauchamp |
| AYES: | Clerk Nicole Beauchamp, Trustee Kristie Cherry, Trustee Terry McIver, Trustee Bob Pratt |
| NAYS: | Treasurer Sandy Bloomfield, Trustee Jerry Amos |
| ABSTAINS: | Supervisor Ben Martin |

ADJOURNMENT

Meeting was adjourned at 8:52 pm.

Minutes signatures

Attested:

Nicole Beauchamp, Township Clerk

Ben Martin, Township Supervisor



MEMO

Charter Township of Comstock Township Board April 6, 2026

From: Nicole Shook, Clerk Assistant/Deputy Clerk
Re: Bills Payable: April 07, 2026

Please see attached.

Attachments:
[Bills Payable April 7 2026.pdf](#)

INVOICE DISTRIBUTION REPORT FOR CHARTER TOWNSHIP OF COMSTOCK

EXP CHECK RUN DATES 04/07/2026 - 04/07/2026

POSTED AND UNPOSTED OPEN AND PAID

BANK ACCOUNTS: GEN - GENERAL (COMMON) DISBURSEMENTS - CHECK TYPE: PAPER CHECK

| GL Number | Invoice Line Desc | Vendor Name | Invoice Description | Amount | Check Number |
|--|--|---------------------------|-----------------------------------|-----------|--------------|
| Fund: 101 GENERAL FUND | | | | | |
| Department: 000 GENERAL | | | | | |
| 101-000-733.000 | SUPPLIES/EQUIPMENT - FACIL | CINTAS | FIRST AID/ MED SUPPLIES | 131.98 | 164525 |
| 101-000-815.000 | TECHNOLOGY SERVICES | INFOSAFE/SITECH | BACKUP AS A SERVICE | 345.00 | 164528 |
| 101-000-900.000 | PRINTING & PUBLISHING | COMSTOCK COMMUNITY CENTER | CENTER POINT NEWSLETTER | 2,000.00 | 164526 |
| Total Department 000 GENERAL | | | | 2,476.98 | |
| Department: 262 ELECTIONS | | | | | |
| 101-262-731.000 | SUPPLIES/EQUIPMENT - OPERA ELECTION SYSTEMS & SOFTWARE | | VAT BALLOTS- MAY 5, 2026 ELECTION | 47.84 | 164527 |
| 101-262-731.000 | SUPPLIES/EQUIPMENT - OPERA KENT COMMUNICATIONS INC. | | BALLOT ENVELOPES- MAY 05, 2026 | 1,332.46 | 164529 |
| Total Department 262 ELECTIONS | | | | 1,380.30 | |
| Department: 301 ORDINANCE ENFORCEMENT | | | | | |
| 101-301-801.000 | CONTRACTED SERVICES | PITSCH COMPANIES | 675 REX- PROPERTY CLEANUP | 17,350.00 | 164532 |
| Total Department 301 ORDINANCE ENFORCEMENT | | | | 17,350.00 | |
| Department: 703 COMMUNITY DEVELOPMENT | | | | | |
| 101-703-861.000 | MILEAGE REIMBURSEMENT | KHAYCI BRYANT | MILEAGE REIUMBURSEMENT | 98.60 | 164530 |
| Total Department 703 COMMUNITY DEVELOPMENT | | | | 98.60 | |
| Total Fund 101 GENERAL FUND | | | | 21,305.88 | |
| Fund: 206 FIRE OPERATING FUND | | | | | |
| Department: 000 GENERAL | | | | | |
| 206-000-731.000 | SUPPLIES/EQUIPMENT - OPERA NYE UNIFORM CO. | | NAMEBAR/ EMBLEM | 70.85 | 164531 |
| 206-000-731.000 | SUPPLIES/EQUIPMENT - OPERA BOUND TREE MEDICAL | | SUPPLES | 84.63 | 164524 |
| 206-000-731.000 | SUPPLIES/EQUIPMENT - OPERA NYE UNIFORM CO. | | NAMEBAR/EMBLEM | 72.26 | 164531 |
| 206-000-932.000 | VEHICLE REPAIRS AND MAINTENANCE | SIGN IMPRESSIONS, INC. | SIGN AND INSTALL TO TRUCK-FD | 525.00 | 164533 |
| Total Department 000 GENERAL | | | | 752.74 | |
| Total Fund 206 FIRE OPERATING FUND | | | | 752.74 | |

INVOICE DISTRIBUTION REPORT FOR CHARTER TOWNSHIP OF COMSTOCK

EXP CHECK RUN DATES 04/07/2026 - 04/07/2026

POSTED AND UNPOSTED OPEN AND PAID

BANK ACCOUNTS: GEN - GENERAL (COMMON) DISBURSEMENTS - CHECK TYPE: PAPER CHECK

| GL Number | Invoice Line Desc | Vendor Name | Invoice Description | Amount | Check Number |
|------------------------|-------------------|----------------------|---------------------|------------------|--------------|
| --- TOTALS BY FUND --- | | | | | |
| | | 101 | GENERAL FUND | 21,305.88 | |
| | | 206 | FIRE OPERATING FUND | 752.74 | |
| | | Total For All Funds: | | <u>22,058.62</u> | |



MEMO

Charter Township of Comstock Township Board April 6, 2026

From: Kerrie Beauchamp, Executive Assistant

Re: Request to submit a grant request to Firehouse Subs Public Safety Foundation

Comstock Fire & Rescue is requesting the Board's approval to submit a grant request to Firehouse Subs Public Safety Foundation for a digital fire extinguisher training system to support community risk reduction programs for \$26,000. There is no match for this grant.



MEMO

Charter Township of Comstock Township Board April 6, 2026

From: Khayci Bryant, Planner

Re: Step One Review and Public Hearing - Leigh Avenue Site
Condominium

A public hearing was held on March 12, 2026 for this agenda item. The planning commission is recommending approval with the street length waiver.

Attachments:

[Watts_Site_Condo_Dev._Tent_Approval_V2_2026_0304.pdf](#)

[251002_-_Step_One_Site_Plan_03.03.2026.pdf](#)



Memorandum

TO: Matt Watts, Watts Homes and Construction
FROM: Kyle Mucha, AICP, Principal Planner; Comstock Planning Consultant
 Ethan Senti, Assistant Planner, McKenna
SUBJECT: Leigh Avenue Site Condominium — Step 1 Tentative Approval Review (§202.006)
DATE: March 4, 2026

To Watts Homes and Construction,

On behalf of Comstock Charter Township, McKenna has reviewed the Step 1 preliminary plan application for the Leigh Avenue Site Condominium (Parcel 07-07-155-020) pursuant to the Comstock Charter Township Subdivision/Site Condominium Ordinance (Ord. No. 411, Art. 202). The subject site is a 31.1-acre vacant parcel zoned R-1C, Cluster Housing District. This review also includes a response to supplemental information provided by the applicant’s engineer on March 3, 2026.

PROJECT SUMMARY

The applicant proposes a 138-unit single-family site condominium development on Leigh Avenue in Comstock Charter Township, to be developed in three phases (Phase 1: 46 units; Phase 2: 47 units; Phase 3: 45 units). All streets are proposed as 28’ public streets within a 66-foot right-of-way. The development will be served by public water and sanitary sewer. Stormwater will be directed to a retention pond along the south property line.

PROJECT REVIEW AUTHORITY

Per the Township’s Subdivision/Site Condominium Ordinance, the Township Board shall have approval authority over tentative site condominiums. While the plan set is submitted before the Planning Commission, who in turn will hold a public hearing on the project, the Township Board has the deciding vote over the project.

The Planning Commission makes a *recommendation*, and is an **advisory** entity related to this type of project.



Figure 1. Leigh Avenue Site Condominium — Phasing Plan (Wightman & Associates,

HEADQUARTERS
 235 East Main Street
 Suite 105
 Northville, Michigan 48167

☎ 248.596.0920
 ☎ 248.596.0930
MCKA.COM

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REVIEW FINDINGS

McKenna has reviewed the tentative approval for the preliminary plan pursuant to §202.006 of the Site Condominium Ordinance. The main portion of this review analysis has items that have been underlined, which have subsequently been addressed by the applicant's supplemental documentation, provided on March 3, 2026. Items that were initially found during the preliminary review of the proposed plan can be found in this report; comments pertaining to these items have been added in the below section under the date of **March 4, 2026**, which coincides with the supplemental review of submission materials.

1. *While conceptual, the design does not clearly note what is to be considered community open space; revised plan sets should denote the community open space.*

March 4, 2026: the applicant has revised the plan set to clearly note the proposed community open space areas, which are shown by grey shaded regions on the conceptual drawings.

2. *There appears to be a dedicated accessway between 5163 Fordham Avenue and 5181 Fordham, that may allow for connection to this parent parcel; does the applicant intend to connect to Fordham to the south?*

March 4, 2026: the applicant notes that the right-of-way between these two addresses is approximately 60 feet, where a minimum of 66 feet is required; therefore, the opportunity to create the connection between the proposed development and that of Fordham is not viable.

3. *Street naming will need to be coordinated with RCKC and County Planning/GIS to ensure acceptable naming conventions.*

March 4, 2026: applicant notes that work continues in order to secure roadway names.

4. *Applicant seeks relief from the 1,000 linear foot stipulation for roadway lengths; the Township Board will need to decide if such waiver is appropriate. As an aside, the State of Michigan has identified housing as a critical issue for communities – permitting longer roadway lengths will allow for additional housing sites. Should the applicant be required to 'cap' roadway lengths at 1,000 feet, fewer overall viable lots would be available with this project.*

March 4, 2026: no change – the applicant still seeks relief from this provision, which the Township Board may authorize.

5. *Identification of preservation/retention of natural features that will not be impacted by the proposed development.*

March 4, 2026: the applicant notes the following – *“there are no preserved natural features on this site. There might be mature trees we can save, sprinkled throughout the property. They would need to be at the right elevation, and not [impede] a house, utility, roadway or driveway.*

It is important to note that as part of the final approval (202.007.B.4), the general ordinance states *“all trees or other obstructions within the right-of-way which interfere with the grading and/or drainage shall be removed”*. Further, the Township's General Ordinance (202.006.C.3.b) states *“existing natural features*



*which add value to residential development, that enhance the attractiveness of the community (such as streams, water courses, historic spots and similar irreplaceable assets) **should** be preserved insofar as possible in the design of the plat or site condominium development".* As the Commission may be aware, the word '**should**' is not a mandating description; in terms of the ordinance, it is a suggestion and not a specific requirement. The Commission may deem it appropriate to inquire about natural feature protections and retention with the applicant, but is advised that this provision **is not a requirement**.

Based on the revised plan set and supplemental information provided by the applicant, tentative approval of the preliminary site condominium plan can be supported.

It is also important for the Township Board and Planning Commission to recall that the applicant proposes to construct this development in phases and not 'over-night'. The full build out will take time over a multitude of years. Additionally, further review of street design, utility construction and other engineering drawings will be reviewed in greater depth during the second phase of the site condo review process.

Respectfully submitted,

McKENNA

Kyle Mucha, AICP
Principal Planner
Township Planning Consultant

Ethan Senti
Assistant Planner



Site Condominium Review

Step 1 — Tentative Approval | §202.006, Ord. No. 411 | Comstock Charter Township

Per §202.006.B, the Planning Commission shall review the preliminary plan and make a recommendation to the Township Board within 45 days of receipt. A public hearing is required prior to Planning Commission action. The Township Board shall then determine whether the plan complies with all Township ordinances and state statutes and makes adequate provision for streets, lots/building sites, and general provisions per §202.006.C.

PART I — SUBMISSION COMPLETENESS (§202.006.A)

Section 202.006.A requires that each preliminary plan submission include the following items. McKenna's review of the submitted materials is summarized below.

| Ref. | Submission Requirement (§202.006.A) | Plan Response | Provided |
|--------|--|--|----------|
| VI.A | Application on Township-approved form | Submitted | Yes |
| VI.A | 24 legible copies of preliminary plan | To be confirmed by Township Clerk | TBD |
| VI.A | Plan prepared by Registered Civil Engineer or Land Surveyor | Paul D. Schram, P.E., Wightman & Associates | Yes |
| VI.A.1 | Contour intervals shown (≤4 ft.) | Contours shown on C002–C004 at 4 ft. intervals | Yes |
| VI.A.2 | Road layout indicated | Public street layout shown on all plan sheets | Yes |
| VI.A.3 | Lot/building site layout with size, shape, and common open space | Building sites with dimensions and unit area tables shown; common open space not explicitly labeled — see findings | Partial |
| VI.A.4 | Public sewer/water service indicated | Public sanitary sewer and water main noted on plan | Yes |
| VI.A.5 | Floodplain location and size indicated | Entire site in Zone X — outside 0.2% annual chance floodplain; no restriction required | Yes |



| | | | |
|--------|--|--|--------------|
| VI.A.6 | Stormwater disposal method indicated | Retention pond along south property line; storm sewer per Road Commission and Drain Commissioner standards | Yes |
| VI.A.7 | Adjoining land plan (if proprietor owns/plans to acquire adjoining land) | Plan notes that proprietor has ownership interest in overall parcel — no separate adjoining land plan submitted; | YesTh |
| VI.A.8 | Application fee submitted | To be confirmed by Township Clerk | TBD |

Findings. The preliminary plan submission is substantially complete. Two items require clarification before the Planning Commission hearing: (1) the plan does not explicitly identify or label common open space or common elements as required by §202.006.A.3; the applicant should revise the plan to clearly delineate any areas intended as common elements. (2) The plan notes state that the proprietor has an ownership interest in the overall parcel, but it is not clear whether the proprietor owns or intends to develop additional adjoining land. Per §202.006.A.7, if additional adjoining land is anticipated for future platting or site condominium development, a tentative feasibility plan for that land must be submitted with this application.

PART II — STREET STANDARDS (§202.006.C.1)

The Township Board shall determine whether the proposed street arrangement makes adequate provision for the criteria set forth in §202.006.C.1. Detailed road construction standards (grades, pavement section, drainage structures) are evaluated at Step 2 and are not reviewed here.

| Item | Ordinance Requirement | Plan Response | Compliant |
|---|---|---|------------------|
| Thoroughfare plan compliance | Streets shall comply with any adopted Township major street/thoroughfare plan (§VI.C.1.a) | Check Township Thoroughfare Plan – if any. Roadways are under jurisdiction of Kalamazoo County Road Commission. <u>Applicant should provide any correspondence with RCKC on roadway design and construction.</u> | Partially |
| Continuation of existing streets | Street arrangement shall provide for continuation of | Internal street network connects to Leigh Avenue and Margaret Avenue; continuation of Joyce | Partially |



| | | | |
|--|--|--|------------|
| | streets from adjoining areas (§VI.C.1.b) | Avenue and Ireland Street to be confirmed. Leigh avenue is not shown to connect on the South Side at the intersection of Fordham—see findings. | |
| Extension to boundary for future projection | Streets to be extended to tract boundary to allow future street projection; minor streets to discourage through traffic (§VI.C.1.c) | Stub streets with temporary turnarounds provided at phase boundaries consistent with phased development | Yes |
| Primary road / major thoroughfare treatment | Marginal access or other treatment required where development abuts county primary road (§VI.C.1.d) | The proposed development will not abut County primary roads; the applicant will use existing local street networks to extend housing development. Margaret and Leigh Avenue connect to “H” Avenue, which is a primary County road. | N/A |
| Private streets | Private streets permitted only with Township Board finding; criteria include units served, layout, emergency access, and link function (§VI.C.1.e) | All streets proposed as public — not applicable. Such public streets will need to be accepted by the Road Commission of Kalamazoo County. | N/A |
| Two or more access streets (≥50 units) | Developments of 50 or more units must provide two or more access streets (§VI.C.1.f) | 138-unit development; plan shows access via Leigh Ave. and Margaret Ave, both of which have direct connection to H Avenue. | Yes |
| Street naming conventions | N-S = Street; E-W = Avenue; meandering = Drive/Lane/Path/Road/Trail; cul-de-sac = Circle/Court/Way/Place (§VI.C.1.g) | Street names either align with existing street names or comply with the ordinance where new streets are being established. The RCKC & County Planning/GIS may have further stipulations for road naming; coordination with such entities is encouraged. | Yes |
| Intersection angles | Intersections at ≥80°, ideally 90° (§VI.C.1.h) | Grid-based layout with right-angles shown. | Yes |



| | | | |
|---|---|---|---------------------------------|
| Offset intersections | Opposite intersections on cross streets ≥ 175 ft. apart (centerline) (§VI.C.1.i) | Connection to Leigh Avenue on the South Side must be demonstrated | TBD |
| Max. residential street length | $\leq 1,000$ ft. (§VI.C.1.j) | Street lengths are shown to be greater than 1,000 linear feet; applicant has expressed desire to seek relief from Township Board to permit roadway lengths that are greater than 1,000 feet in order to accommodate additional housing units. | *Modification Requested. |
| Primary road ROW width | ≥ 66 ft. (§VI.C.1.k) | All streets in 66 ft. ROW — confirmed on plan notes. | Yes |
| Permanent dead-end street length | ≤ 660 ft. unless Board approval; permanent cul-de-sacs prohibited beyond this without approval (§VI.C.1.k) | Temporary turnarounds only at phase boundaries; permanent cul-de-sacs not proposed — consistent. | Yes |

Findings. The proposed street layout is generally consistent with the ordinance. All streets are public within a 66-foot right-of-way. Temporary turnarounds are provided at phase boundaries. Street naming, intersection geometry, offset spacing, and maximum street length are Step 2 items but should be addressed in the preliminary design. As noted in the above findings, the applicant should provide clarification as to the non-desire to connect to Fordham Avenue, allowing for a third access point to the proposed development.

Note: the area referenced on Fordham for connection appears to be approximately 60 feet in width, which is less than the standard public right-of-way width of 66 feet. If the Road Commission will not approve a connection to Fordham, such determination should be provided to the Township for documentation.

PART III — LOTS / BUILDING SITES (§202.006.C.2–C.3)

Section 202.006.C.2 requires that all lots and building sites comply with the minimum lot dimension provisions of the Zoning Ordinance. Section 202.006.C.3 addresses general provisions including natural features, floodplains, and reserve strips.

| Item | Ordinance Requirement | Proposed / Plan Response | Compliant |
|--------------------------|--|---|------------------|
| Minimum unit area | R-1C: 6,000 sf (platted, with water and sewer) (§VI.C.2.a) | Phase 1 min.: 6,123 sf; Phase 2 min.: 6,183 sf; Phase 3 min.: 6,240 sf — all units $\geq 6,000$ sf per unit area tables | Yes |



| | | | |
|---|--|---|------------|
| Minimum unit width | R-1C: 60 ft. (§VI.C.2.a) | 60 ft. — confirmed on all plan sheets | Yes |
| Setbacks | R-1C: Front 25 ft.; Rear 35 ft.; Side 10 ft./5 ft. (§VI.C.2.a) | Proposed matches required setbacks as noted on plan — confirmed | Yes |
| Access to public or private street | All building sites must have direct access to a public or private street (§202.004.A) | All units front proposed public streets | Yes |
| Reserve strips | Privately held reserve strips controlling access to streets are prohibited (§VI.C.3.a) | None proposed | Yes |
| Natural features preservation | Existing natural features adding value to residential development shall be preserved insofar as possible (§VI.C.3.b) | No natural features identified or addressed on preliminary plan — applicant should indicate whether any trees, watercourses, or other features exist and their proposed treatment | TBD |
| Floodplain | Lands subject to flooding not to be platted for residential use unless set aside as parks/open space (§VI.C.3.c) | Entire site in Zone X — outside 0.2% annual chance floodplain; no restriction required | Yes |

Findings. All building sites meet minimum area and width requirements across all three phases. The site is entirely within Zone X and no floodplain-related restrictions apply. Common open space or common elements are not labeled on the preliminary plan. The plan should be revised to identify any areas intended as common elements, consistent with the definition of Common Elements in §202.004.B and the submission requirement in §202.006.A.3. Additionally, the preliminary plan does not identify existing natural features on the site. Per §202.006.C.3.b, natural features that add value to residential development should be preserved insofar as possible. The applicant should identify any such features that are to be retained and indicate their proposed treatment during the construction phasing.

Note: each unit will be reviewed for compliance with setbacks when building permits are applied for. At this stage of the review, we find it acceptable that the applicant has noted what the setbacks are for the overall district.



PART IV — ADDITIONAL COMMENTS & CONSIDERATIONS

The following comments are offered for the applicant's information and are not conditions of tentative approval.

1. **Phasing.** Tentative approval, if granted, applies to the overall preliminary plan. Each subsequent phase should continue to demonstrate compliance with all applicable ordinance standards at Step 2 and Step 3.
2. **Tentative Approval Period.** Per §202.006.C.4.b, tentative approval confers a one-year period during which lot sizes, lot orientation, street layout, and applicable ordinance regulations are vested. The applicant may apply for an extension.
3. **Step 2 Requirements.** Upon tentative approval, the applicant will be required to submit detailed working drawings including grades, drainage structures, proposed utilities, and road construction plans, along with documented utility consultation and all required governmental agency certifications per §202.007.A.

GENERAL COMMENTS & OBSERVATIONS

While not directly related to the site condominium/subdivision provisions, the below general findings and observations are offered as the project is reviewed for tentative approval.

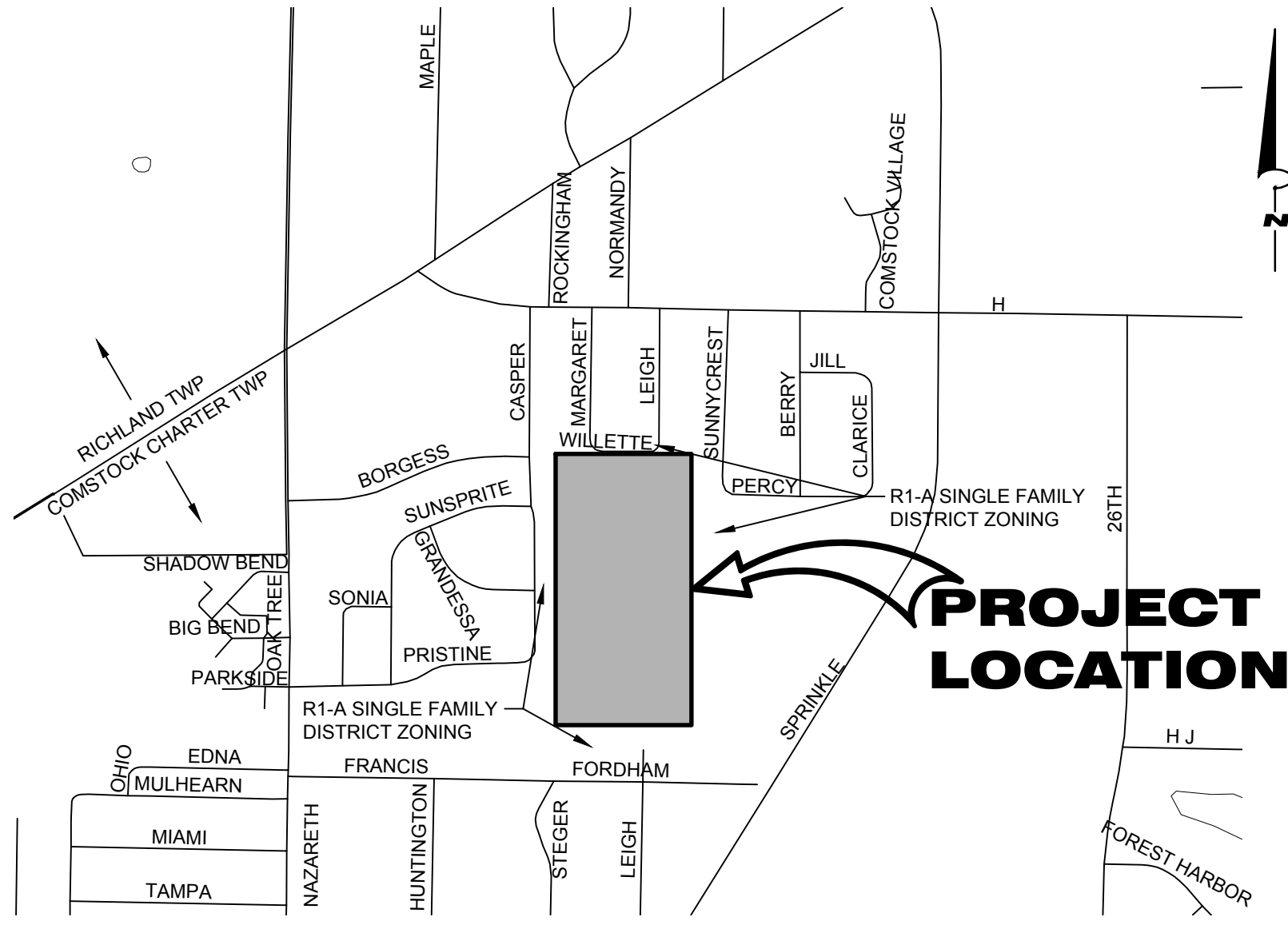
1. The proposal has been evaluated for compliance with the **R1-C District Standards**. Single Family dwellings are considered a **permitted use** in this District. Further, the intent of the R1-C District is to *“provide at medium residential densities a variety of housing types consistent with single-family housing.”*
2. The subdivision/site condominium ordinance states *“lots and building sites shall be established in compliance with the minimum lot dimension provisions set forth in the Comstock Charter Township Zoning Ordinance”*; which for this project is the R1-C standards. The subdivision/site condominium ordinance does not dictate that a developer could not build a range of home sizes. The developer is required to meet the minimum square footage for dwelling units, which as referenced in earlier sections, will be confirmed upon submission of building permit applications.
3. The proposed development is not shown to connect directly with Casper Avenue.

NOTES

EXCEPT WHERE OTHERWISE INDICATED ON THESE PLANS OR IN THE PROPOSAL AND SUPPLEMENTAL SPECIFICATIONS CONTAINED THEREIN, ALL MATERIALS AND WORKMANSHIP SHALL BE IN ACCORDANCE WITH THE 2020 MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION.

THE PLACING OF PAVEMENT MARKINGS AND TRAFFIC CONTROL SIGNS SHALL BE DONE IN ACCORDANCE WITH THE 2011 MICHIGAN MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES AS AMENDED.

IN CONFORMANCE WITH PUBLIC ACT 174 OF 2013, ALL CONTRACTORS SHALL CALL MISS DIG @ 811 OR 800-482-7171 FOR PROTECTION OF UNDERGROUND UTILITIES A MINIMUM OF THREE FULL WORKING DAYS (EXCLUDING SATURDAYS, SUNDAYS AND HOLIDAYS) PRIOR TO BEGINNING EACH EXCAVATION IN ANY AREA. MEMBERS WILL THUS BE ROUTINELY NOTIFIED. THIS DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY OF NOTIFYING UTILITY OWNERS WHO MAY NOT BE A PART OF THE "MISS DIG" ALERT SYSTEM.



VICINITY MAP (NOT TO SCALE)

LEGEND

| EXISTING | PROPOSED | |
|----------|----------|--------------------------------------|
| C | C | CABLE |
| E | E | ELECTRIC LINE (OVERHEAD) |
| OHE | OHE | FIBER OPTIC LINE |
| FD | FD | GAS LINE |
| G | G | TELEPHONE LINE |
| T | T | FENCE |
| | | FORCEMAIN |
| | | GUARDRAIL |
| | | SANITARY SEWER |
| | | STORM SEWER |
| | | WATER MAIN |
| | | CENTER LINE |
| | | EXISTING TREE LINE |
| | | EXISTING DITCH LINE |
| | | EASEMENT LINE/GRADING PERMIT |
| | | GRADING LIMITS/LIMITS OF DISTURBANCE |
| | | PROPERTY LINE |
| | | RIGHT-OF-WAY LINE |
| | | SECTION LINE |
| | | TO BE ABANDONED |

| | | | |
|---|--------------------|---|-------------------------------|
| ⊠ | = ANTENNA | ⊠ | = PAVEMENT/SOIL BORING |
| ⊠ | = CATCH BASIN | ⊠ | = PROPOSED HYDRANT |
| ⊠ | = CABLE RISER BOX | ⊠ | = PROPOSED GATE VALVE & BOX |
| ⊠ | = CLEAN OUT | ⊠ | = PROPOSED GATE VALVE & VAULT |
| ⊠ | = CURB INLET | ⊠ | = PROPOSED REDUCER |
| ⊠ | = ELECTRIC MANHOLE | ⊠ | = PROPOSED SANITARY MANHOLE |
| ⊠ | = FIRE HYDRANT | ⊠ | = PROPOSED STORM MANHOLE |
| ⊠ | = FOUND IRON PIPE | ⊠ | = STORM MANHOLE |
| ⊠ | = GAS VALVE | ⊠ | = TELEPHONE MANHOLE |
| ⊠ | = GUY ANCHOR | ⊠ | = TELEPHONE RISER BOX |
| ⊠ | = LIGHT POLE | ⊠ | = TURNING POINT/TRVERSE |
| ⊠ | = MAILBOX | ⊠ | = UTILITY POLE |
| ⊠ | = MONITORING WELL | ⊠ | = VAULT |
| ⊠ | = POST | ⊠ | = WATER MANHOLE |
| ⊠ | = SATELLITE DISH | ⊠ | = WATER METER |
| ⊠ | = SANITARY MANHOLE | ⊠ | = WATER VALVE |
| ⊠ | = SECTION CORNER | ⊠ | = WELL |
| ⊠ | = SIGN | | |

P.O.B. = POINT OF BEGINNING

| | |
|---|---|
| ○ | = SET 1/2" REBAR W/ CAP ID #38116 |
| ● | = FOUND IRON |
| □ | = SET CONCRETE MONUMENT (TO BE SET AT A LATER DATE) |
| ■ | = FOUND CONCRETE MONUMENT |

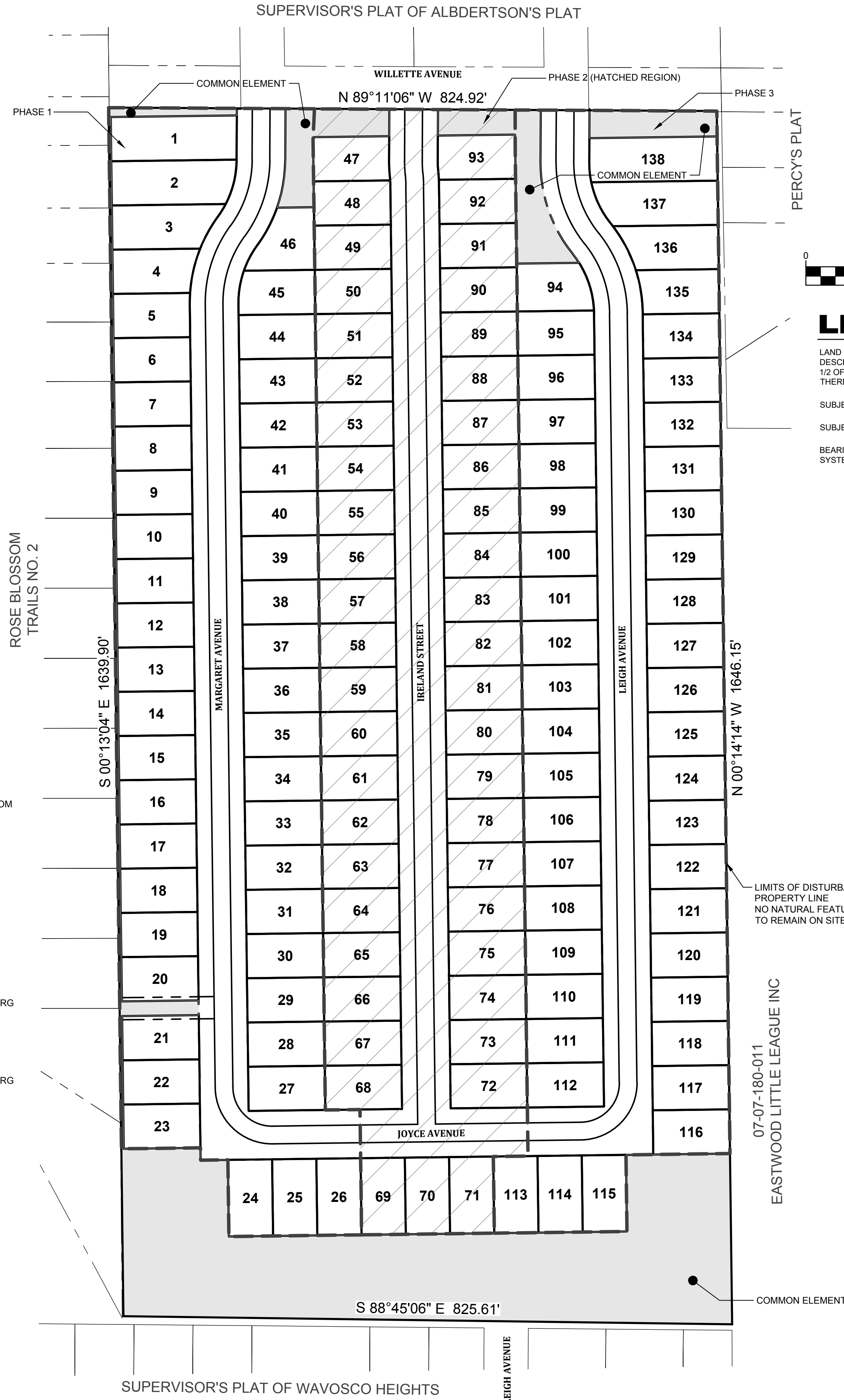
TREE DESIGNATORS



UTILITIES

| | |
|------------|--|
| GAS: | CONSUMERS ENERGY 2500 E. CORK STREET KALAMAZOO, MI 49001 KYLE OAK (269) 337-2366 KYLE.OAK@CMSENERGY.COM |
| ELECTRIC: | CONSUMERS ENERGY 2500 E. CORK STREET KALAMAZOO, MI 49001 ANDRE TAYLOR (269) 337-2245 ANDRE.TAYLOR@CMSENERGY.COM |
| TELEPHONE: | AT&T 1345 MILTON STREET KALAMAZOO, MI 49001 (269) 384-4436 JS3419@ATT.COM JOHN STERNAMAN |
| FIBER: | AT&T 1345 MILTON STREET KALAMAZOO, MI 49001 |
| WATER: | CITY OF KALAMAZOO 415 E. STOCKBRIDGE AVENUE KALAMAZOO, MI 49001 ANNA CRANDALL (269) 337-8601 CRANDALL@KALAMAZOOCITY.ORG |
| SANITARY: | CITY OF KALAMAZOO 1415 N. HARRISON STREET KALAMAZOO, MI 49007 SOHIL MANJIYANI (269) 337-8551 MANJIYANIS@KALAMAZOOCITY.ORG |
| "MISS DIG" | 811 |

LEIGH AVENUE CONDOMINIUMS IN THE NORTHWEST FRACTIONAL QUARTER OF SECTION 7, TOWNSHIP 2 SOUTH, RANGE 10 WEST, COMSTOCK TOWNSHIP, KALAMAZOO COUNTY, MICHIGAN



SUPERVISOR'S PLAT OF ALBERTSON'S PLAT

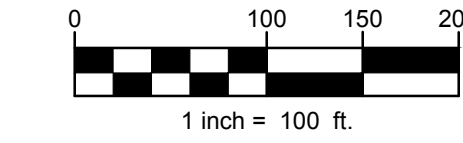
WILLETTE AVENUE

N 89°11'06" W 824.92'

PHASE 2 (HATCHED REGION)

PHASE 3

PERCY'S PLAT



LEGAL DESCRIPTION

LAND SITUATED IN THE TOWNSHIP OF COMSTOCK, COUNTY OF KALAMAZOO, STATE OF MICHIGAN DESCRIBED AS FOLLOWS: THE EAST 50 RODS OF THE NORTH 154 RODS OF THE WEST FRACTIONAL 1/2 OF THE NORTHWEST FRACTIONAL 1/4 OF SECTION 7, TOWN 2 SOUTH, RANGE 10 WEST, EXCEPT THEREFROM THE NORTH 893 FEET.

SUBJECT TO ANY AND ALL EASEMENTS AND RESTRICTIONS OF RECORD, OR OTHERWISE.

SUBJECT TO ANY FACTS THAT MAY BE DISCLOSED IN A FULL AND ACCURATE TITLE SEARCH.

BEARINGS ARE BASED ON THE MICHIGAN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE, INTERNATIONAL FEET.

INDEX OF PLANS

| | |
|------|--------------|
| C001 | PHASING PLAN |
| C002 | PHASE 1 |
| C003 | PHASE 2 |
| C004 | PHASE 3 |

PROPRIETOR

| | |
|-------------------|---|
| PROPRIETOR | JOYCE & DON LLC 5071 GULL ROAD KALAMAZOO, MI 49048 (269) 345-3859 MATTHEW WATTS MATT@MYWATTSHOME.COM |
| RESPONSIBLE PARTY | MATTHEW WATTS MATT@MYWATTSHOME.COM |

ENGINEER

| | |
|------------------|---|
| ENGINEERING FIRM | WIGHTMAN 433 E. RANSOM KALAMAZOO, MI 49007 (269) 200-2703 PAUL SCHRAM, P.E. PSCHRAM@GOWIGHTMAN.COM |
| DESIGN ENGINEER | PAUL SCHRAM, P.E. PSCHRAM@GOWIGHTMAN.COM |

NOTES:

UNIT COUNTS
LEIGH AVENUE CONDOMINIUMS: 138 UNITS
PHASE 1: 46 UNITS
PHASE 2: 47 UNITS
PHASE 3: 45 UNITS

ZONING/SETBACKS

ZONING - R-1C
SETBACKS:
(PRINCIPLE STRUCTURE)
REQUIRED = 25' FRONT
REQUIRED = 35' REAR
* REQUIRED = 10' SIDE
PROPOSED = 10' SIDE
* UNDER R-1C, ONE SIDE SETBACK MUST BE AT LEAST 10'.
THE OTHER SIDE SETBACK MUST BE AT LEAST 5'

UNIT WIDTH

MINIMUM UNIT WIDTH:
REQUIRED = 60'
PROPOSED = 60'

UNIT AREA

MINIMUM UNIT AREA:
REQUIRED (R-1C, PLATTED, WITH WATER AND SEWER) = 6,000 SFT
PROPOSED = 6,123 SFT

TEMPORARY CUL-DE-SAC PAVEMENT RADIUS
REQUIRED = 50' TO BACK OF CURB
PROPOSED = 50' TO BACK OF CURB

FLOODPLAIN

THIS AREA IS LOCATED IN TWO REGIONS, BOTH CLASSIFIED ZONE X - AREAS DETERMINED TO BE OUTSIDE OF THE 0.2% ANNUAL CHANCE FLOODPLAIN. ACCORDING TO THE FLOOD INSURANCE RATE MAP NO. 26077C0192E EFFECTIVE DATE JULY 31, 2024 AND 26077C0165E EFFECTIVE DATE JULY 31, 2024.

LIMITS OF DISTURBANCE AT PROPERTY LINE
NO NATURAL FEATURES ARE TO REMAIN ON SITE

07-07-180-011
EASTWOOD LITTLE LEAGUE INC

COMMON ELEMENT

SUPERVISOR'S PLAT OF WAVOSCO HEIGHTS

LEIGH AVENUE

S 88°45'06" E 825.61'



WIGHTMAN

433 E. RANSOM ST.
KALAMAZOO, MI 49007
269.327.3532

www.gowightman.com

PAUL D. SCHRAM
6201067420

PROJECT NAME:

LEIGH AVENUE
SITE CONDO
WILLETTE AVE
KALAMAZOO, MI 49048

WATTS HOMES
AND
CONSTRUCTION
5071 GULL ROAD
KALAMAZOO, MI 49048

01 03/03/2026 PDS
REVISED PER TOWNSHIP
COMMENTS

REVISIONS

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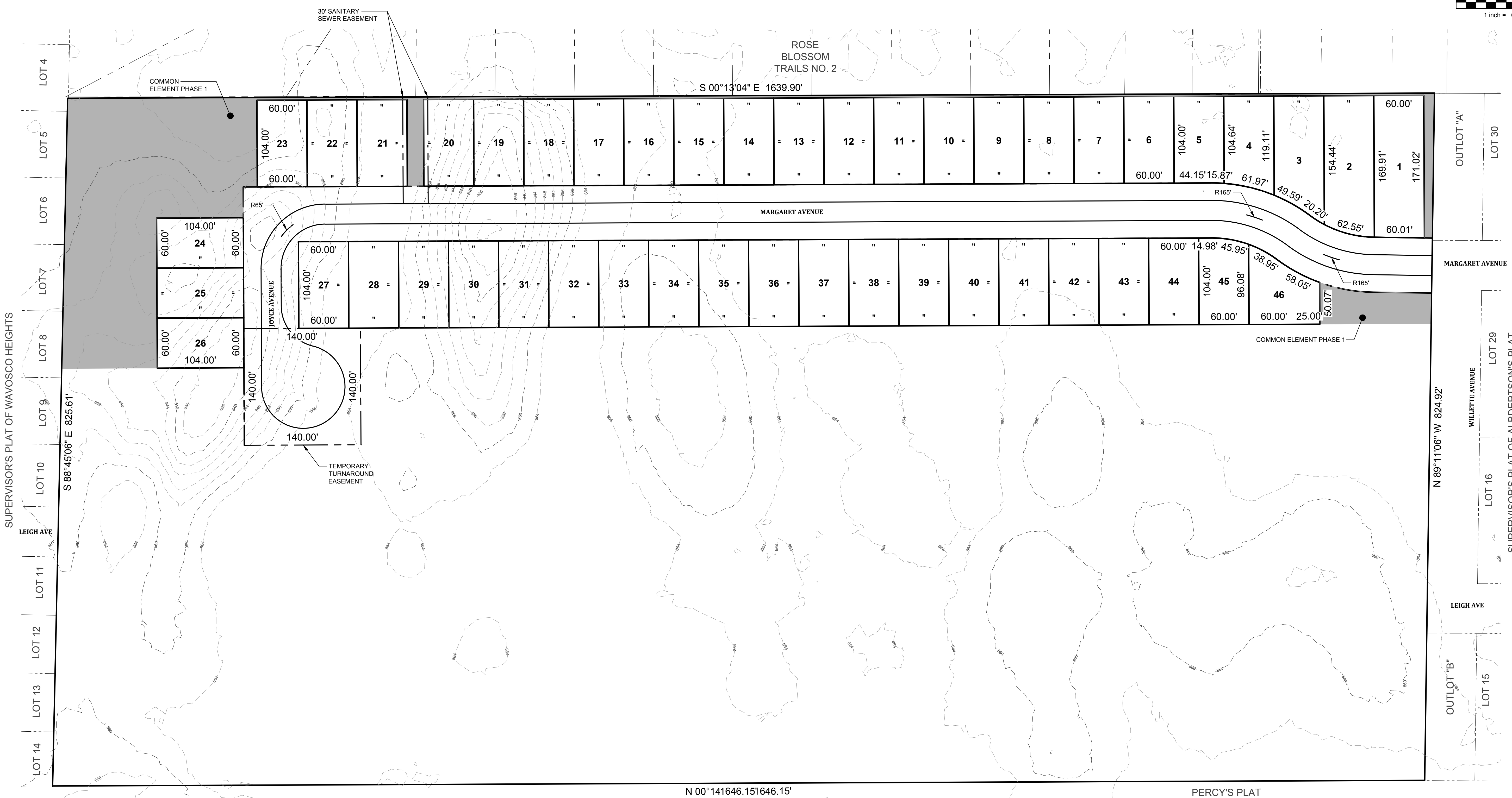
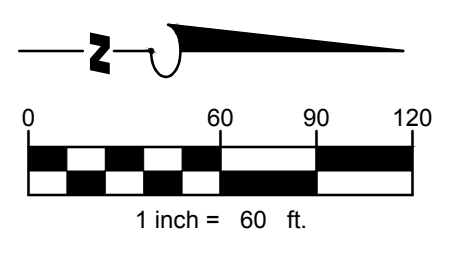
DATE: 03/03/2026

SCALE: AS NOTED

PHASING PLAN

JOB No. 251002

C001
OF 4



LEGAL DESCRIPTION

LAND SITUATED IN THE TOWNSHIP OF COMSTOCK, COUNTY OF KALAMAZOO, STATE OF MICHIGAN DESCRIBED AS FOLLOWS: THE EAST 50 RODS OF THE NORTH 154 RODS OF THE WEST FRACTIONAL 1/2 OF THE NORTHWEST FRACTIONAL 1/4 OF SECTION 7, TOWN 2 SOUTH, RANGE 10 WEST, EXCEPT THEREFROM THE NORTH 893 FEET.

SUBJECT TO ANY AND ALL EASEMENTS AND RESTRICTIONS OF RECORD, OR OTHERWISE.
SUBJECT TO ANY FACTS THAT MAY BE DISCLOSED IN A FULL AND ACCURATE TITLE SEARCH.
BEARINGS ARE BASED ON THE MICHIGAN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE, INTERNATIONAL FEET.

PROPRIETOR

PROPRIETOR JOYCE & DON LLC
5071 GULL ROAD
KALAMAZOO, MI 49048
(269) 345-3859
RESPONSIBLE PARTY MATTHEW WATTS
MATT@MYWATTSHOME.COM

ENGINEER

ENGINEERING FIRM WIGHTMAN
433 E. RANSOM
KALAMAZOO, MI 49007
(269) 200-2703
DESIGN ENGINEER PAUL D. SCHRAM, P.E.
PSCHRAM@GOWIGHTMAN.COM

Unit Area Table

| Unit # | Area (SF) |
|--------|-----------|
| 1 | 10228 |
| 2 | 9883 |
| 3 | 8137 |
| 4 | 6613 |
| 5 | 6243 |
| 6 | 6240 |
| 7 | 6240 |
| 8 | 6240 |
| 9 | 6240 |
| 10 | 6240 |
| 11 | 6240 |
| 12 | 6240 |
| 13 | 6240 |
| 14 | 6240 |
| 15 | 6240 |
| 16 | 6240 |

Unit Area Table

| Unit # | Area (SF) |
|--------|-----------|
| 17 | 6240 |
| 18 | 6240 |
| 19 | 6240 |
| 20 | 6240 |
| 21 | 6240 |
| 22 | 6240 |
| 23 | 6240 |
| 24 | 6240 |
| 25 | 6240 |
| 26 | 6240 |
| 27 | 6240 |
| 28 | 6240 |
| 29 | 6240 |
| 30 | 6240 |
| 31 | 6240 |
| 32 | 6240 |

Unit Area Table

| Unit # | Area (SF) |
|--------|-----------|
| 33 | 6240 |
| 34 | 6240 |
| 35 | 6240 |
| 36 | 6240 |
| 37 | 6240 |
| 38 | 6240 |
| 39 | 6240 |
| 40 | 6240 |
| 41 | 6240 |
| 42 | 6240 |
| 43 | 6240 |
| 44 | 6240 |
| 45 | 6123 |
| 46 | 6168 |

NOTES:

UNIT COUNTS
LEIGH AVENUE CONDOMINIUMS: 138 UNITS
PHASE 1: 46 UNITS

ZONING/SETBACKS
ZONING - R-1C
SETBACKS:
(PRINCIPLE STRUCTURE)
REQUIRED = 25' FRONT
REQUIRED = 35' REAR
* REQUIRED = 10' SIDE
* UNDER R-1C, ONE SIDE SETBACK MUST BE AT LEAST 10'.
* THE OTHER SIDE SETBACK MUST BE AT LEAST 5'

UNIT WIDTH
MINIMUM UNIT WIDTH:
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PROPOSED = 60'

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MINIMUM UNIT AREA:
REQUIRED (R-1C, PLATTED, WITH WATER AND SEWER) = 6,000 SFT
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TEMPORARY CUL-DE-SAC PAVEMENT RADIUS
REQUIRED = 50' TO BACK OF CURB
PROPOSED = 50' TO BACK OF CURB

FLOODPLAIN
THIS AREA IS LOCATED IN TWO REGIONS, BOTH CLASSIFIED ZONE X - AREAS DETERMINED TO BE OUTSIDE OF THE 0.2% ANNUAL CHANCE FLOODPLAIN ACCORDING TO THE FLOOD INSURANCE RATE MAP NO. 26077C0192E EFFECTIVE DATE JULY 31, 2024 AND 26077C0185E EFFECTIVE DATE JULY 31, 2024.

SANITARY SEWER
PROPOSED SITE CONDOMINIUM WILL BE SERVED BY PUBLIC SANITARY SEWER. WHERE BASEMENTS CAN NOT BE SERVED BY GRAVITY, BASEMENT SEWER DISCHARGE WILL BE MANAGED BY PRIVATE EJECTOR PUMPS.

WATER
THE PROPOSED CONDOMINIUM WILL BE SERVED BY PUBLIC WATER MAIN. ALL HYDRANTS SHALL BE LOCATED NOT MORE THAN 500' APART AND SITUATED SUCH THAT ALL PORTIONS OF BUILDINGS ARE WITHIN 250' OF A HYDRANT.

STORM SEWER
STORM SEWER SYSTEM WILL BE CONSTRUCTED IN ACCORDANCE WITH ROAD COMMISSION OF KALAMAZOO COUNTY AND KALAMAZOO COUNTY DRAIN COMMISSIONER REQUIREMENTS. THE STORM SEWER FACILITIES WITHIN THE PUBLIC ROAD RIGHTS OF WAY WILL BE DEDICATED TO THE ROAD COMMISSION. ALL STORM RUNOFF WILL BE DIRECTED TO A RETENTION POND LOCATED ALONG THE SOUTH PROPERTY LINE.

STREETS
ALL STREETS WILL BE PUBLIC WITH ASPHALT VALLEY GUTTER CURB AND ASPHALT SURFACES. WIDTH TO BE 28' BACK OF CURB TO BACK OF CURB IN A 60' RIGHT-OF-WAY.

STREET LIGHTING
STREET LIGHTING WILL BE PROVIDED BY THE DEVELOPER IN ACCORDANCE WITH THE COMSTOCK CHARTER TOWNSHIP STREET LIGHTING POLICY.

PRIVATE UTILITIES
PRIVATE UTILITIES SUCH AS GAS, ELECTRIC, CABLE TV, ETC. SHALL BE LOCATED IN PRIVATE EASEMENTS. ALL UTILITIES SHALL BE INSTALLED UNDERGROUND.

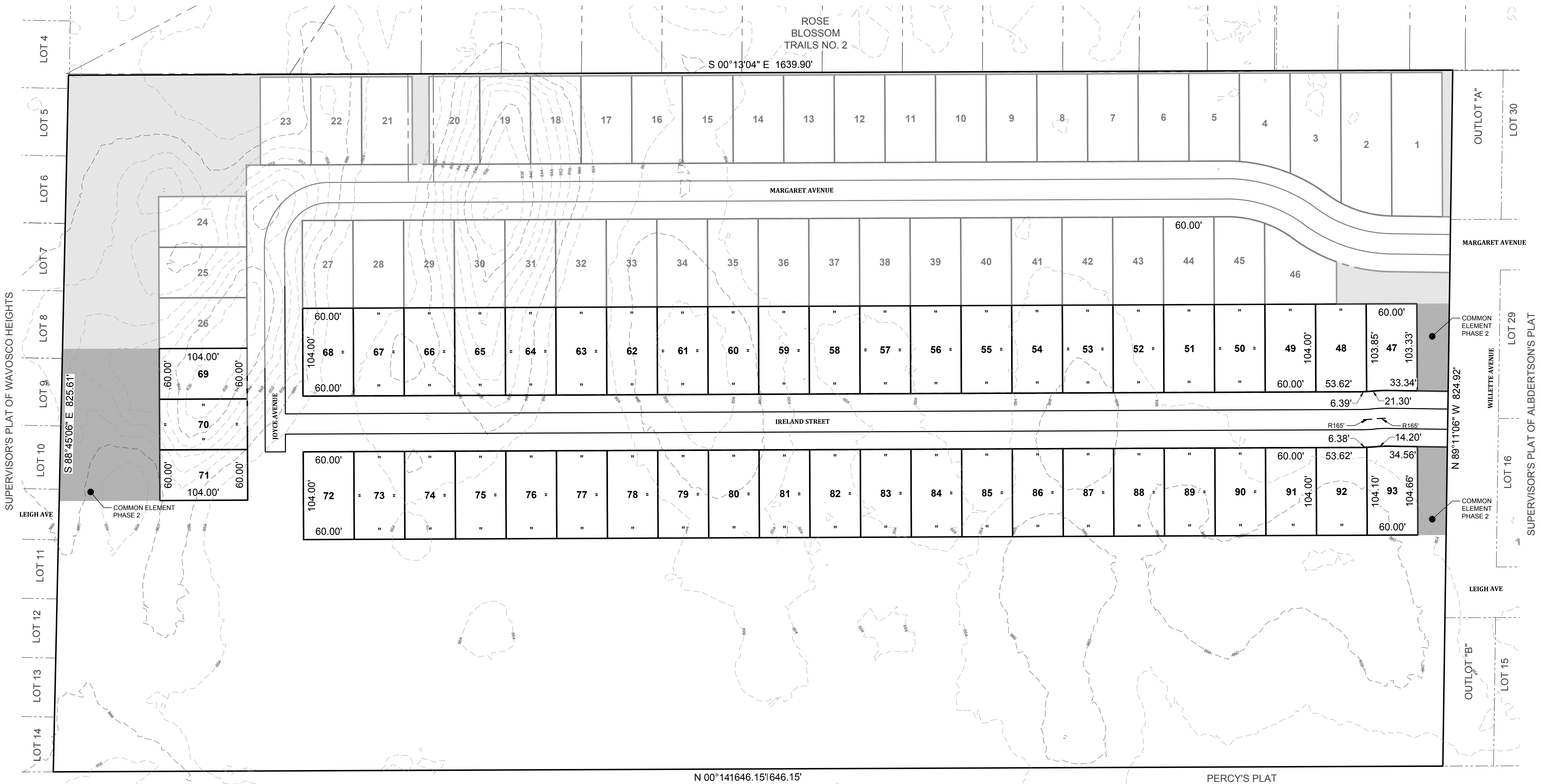
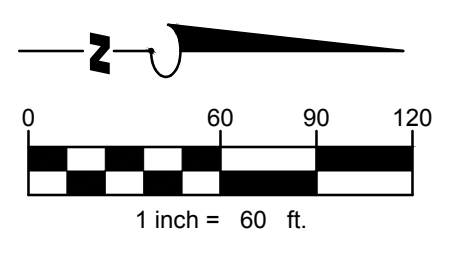
CONTIGUOUS PROPERTIES
THE PROPRIETOR HAS NO OWNERSHIP INTEREST IN THE ADJACENT PROPERTIES OR PLANS TO DEVELOP THE ADJACENT PROPERTIES.

01 03/03/2026 PDS
REVISED PER TOWNSHIP
COMMENTS

REVISIONS
DATE: 03/03/2026
SCALE: 1" = 60'

PHASE 1

JOB No. 251002
C002
OF 4



PROJECT NAME:
**LEIGH AVENUE
 SITE CONDO**
 WILLETTE AVE
 KALAMAZOO, MI 49048

**WATTS HOMES
 AND
 CONSTRUCTION**
 5071 GULL ROAD
 KALAMAZOO, MI 49048

01 03/03/2026 PDS
 REVISED PER TOWNSHIP
 COMMENTS

REVISIONS
 DATE: 03/03/2026
 SCALE: 1" = 60'

PHASE 2

JOB No. 251002
C003
 OF 4

LEGAL DESCRIPTION

LAND SITUATED IN THE TOWNSHIP OF COMSTOCK, COUNTY OF KALAMAZOO, STATE OF MICHIGAN DESCRIBED AS FOLLOWS: THE EAST 50 RODS OF THE NORTH 154 RODS OF THE WEST FRACTIONAL 1/2 OF THE NORTHWEST FRACTIONAL 1/4 OF SECTION 7, TOWN 2 SOUTH, RANGE 10 WEST, EXCEPT THEREFROM THE NORTH 893 FEET.

SUBJECT TO ANY AND ALL EASEMENTS AND RESTRICTIONS OF RECORD, OR OTHERWISE.
 SUBJECT TO ANY FACTS THAT MAY BE DISCLOSED IN A FULL AND ACCURATE TITLE SEARCH.

BEARINGS ARE BASED ON THE MICHIGAN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE, INTERNATIONAL FEET.

PROPRIETOR

PROPRIETOR: JOYCE & DON LLC
 5071 GULL ROAD
 KALAMAZOO, MI 49048
 (269) 345-3859
 RESPONSIBLE PARTY: MATTHEW WATTS
 MATT@MYWATTSHOME.COM

ENGINEER

ENGINEERING FIRM: WIGHTMAN
 433 E. RANSOM
 KALAMAZOO, MI 49007
 (269) 200-2703
 DESIGN ENGINEER: PAUL SCHRAM, P.E.
 PSCHRAM@GOWIGHTMAN.COM

Unit Area Table

| Unit # | Area (SF) |
|--------|-----------|
| 47 | 6183 |
| 48 | 6240 |
| 49 | 6240 |
| 50 | 6240 |
| 51 | 6240 |
| 52 | 6240 |
| 53 | 6240 |
| 54 | 6240 |
| 55 | 6240 |
| 56 | 6240 |
| 57 | 6240 |
| 58 | 6240 |
| 59 | 6240 |
| 60 | 6240 |
| 61 | 6240 |
| 62 | 6240 |

Unit Area Table

| Unit # | Area (SF) |
|--------|-----------|
| 63 | 6240 |
| 64 | 6240 |
| 65 | 6240 |
| 66 | 6240 |
| 67 | 6240 |
| 68 | 6240 |
| 69 | 6240 |
| 70 | 6240 |
| 71 | 6240 |
| 72 | 6240 |
| 73 | 6240 |
| 74 | 6240 |
| 75 | 6240 |
| 76 | 6240 |
| 77 | 6240 |
| 78 | 6240 |

Unit Area Table

| Unit # | Area (SF) |
|--------|-----------|
| 79 | 6240 |
| 80 | 6240 |
| 81 | 6240 |
| 82 | 6240 |
| 83 | 6240 |
| 84 | 6240 |
| 85 | 6240 |
| 86 | 6240 |
| 87 | 6240 |
| 88 | 6240 |
| 89 | 6240 |
| 90 | 6240 |
| 91 | 6240 |
| 92 | 6240 |
| 93 | 6295 |

NOTES:

UNIT COUNTS
 LEIGH AVENUE CONDOMINIUMS: 138 UNITS
 PHASE 2: 47 UNITS

ZONING/SETBACKS
 ZONING - R-1C
 SETBACKS:
 (PRINCIPLE STRUCTURE)
 REQUIRED = 25' FRONT PROPOSED = 25' FRONT
 REQUIRED = 35' REAR PROPOSED = 35' REAR
 *REQUIRED = 10' SIDE PROPOSED = 10' SIDE
 *UNDER R-1C, ONE SIDE SETBACK MUST BE AT LEAST 10'.
 *THE OTHER SIDE SETBACK MUST BE AT LEAST 5'

UNIT WIDTH
 MINIMUM UNIT WIDTH:
 REQUIRED = 60'
 PROPOSED = 60'

UNIT AREA
 MINIMUM UNIT AREA:
 REQUIRED (R-1C, PLATTED, WITH WATER AND SEWER) = 6,000 SFT
 PROPOSED = 6,183 SFT

FLOODPLAIN
 THIS AREA IS LOCATED IN TWO REGIONS, BOTH CLASSIFIED ZONE X - AREAS DETERMINED TO BE OUTSIDE OF THE 0.2% ANNUAL CHANCE FLOODPLAIN. ACCORDING TO THE FLOOD INSURANCE RATE MAP NO. 26077C0192E EFFECTIVE DATE: JULY 31, 2024 AND 26077C0185E EFFECTIVE DATE: JULY 31, 2024.

SANITARY SEWER
 PROPOSED SITE CONDOMINIUM WILL BE SERVED BY PUBLIC SANITARY SEWER. WHERE BASEMENTS CAN NOT BE SERVED BY GRAVITY, BASEMENT SEWER DISCHARGE WILL BE MANAGED BY PRIVATE EJECTOR PUMPS.

WATER
 THE PROPOSED CONDOMINIUM WILL BE SERVED BY PUBLIC WATER MAIN. ALL HYDRANTS SHALL BE LOCATED NOT MORE THAN 500' APART AND SITUATED SUCH THAT ALL PORTIONS OF BUILDINGS ARE WITHIN 250' OF A HYDRANT.

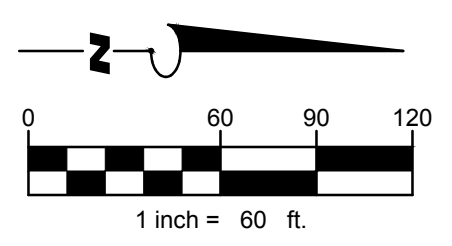
STORM SEWER
 STORM SEWER SYSTEM WILL BE CONSTRUCTED IN ACCORDANCE WITH ROAD COMMISSION OF KALAMAZOO COUNTY AND KALAMAZOO COUNTY DRAIN COMMISSIONER REQUIREMENTS. THE STORM SEWER FACILITIES WITHIN THE PUBLIC ROAD RIGHTS OF WAY WILL BE DEDICATED TO THE ROAD COMMISSION. ALL STORM RUNOFF WILL BE DIRECTED TO A RETENTION POND LOCATED ALONG THE SOUTH PROPERTY LINE.

STREETS
 ALL STREETS WILL BE PUBLIC WITH ASPHALT VALLEY GUTTER CURB AND ASPHALT SURFACES. WIDTH TO BE 28' BACK OF CURB TO BACK OF CURB IN A 66' RIGHT-OF-WAY.

STREET LIGHTING
 STREET LIGHTING WILL BE PROVIDED BY THE DEVELOPER IN ACCORDANCE WITH THE COMSTOCK CHARTER TOWNSHIP STREET LIGHTING POLICY.

PRIVATE UTILITIES
 PRIVATE UTILITIES SUCH AS GAS, ELECTRIC, CABLE TV, ETC. SHALL BE LOCATED IN PRIVATE EASEMENTS, ALL UTILITIES SHALL BE INSTALLED UNDERGROUND.

CONTIGUOUS PROPERTIES
 THE PROPRIETOR HAS NO OWNERSHIP INTEREST IN THE ADJACENT PROPERTIES OR PLANS TO DEVELOP THE ADJACENT PROPERTIES.



PROJECT NAME:
**LEIGH AVENUE
SITE CONDO**
WILLETTE AVE
KALAMAZOO, MI 49048

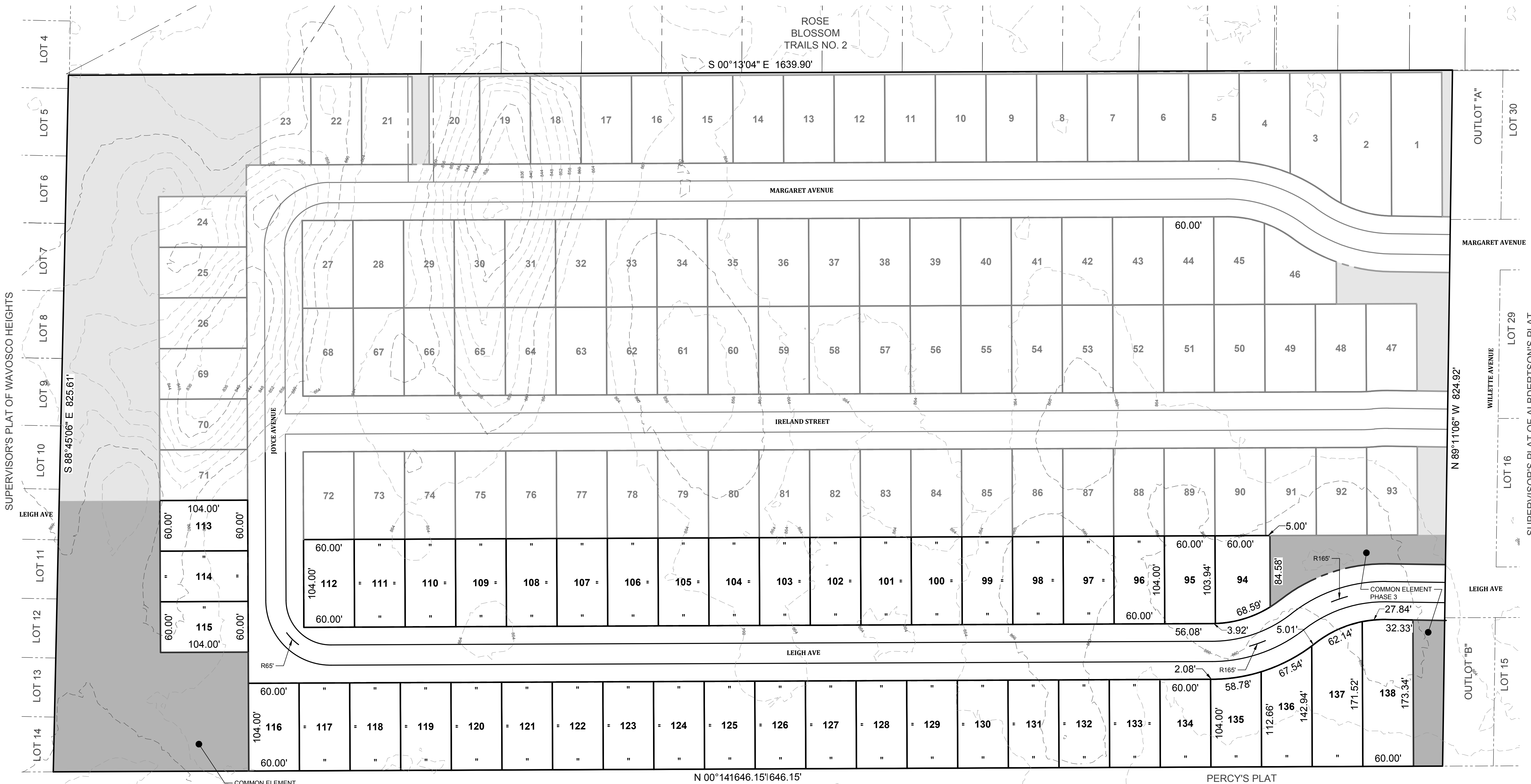
**WATTS HOMES
AND
CONSTRUCTION**
5071 GULL ROAD
KALAMAZOO, MI 49048

01/03/2026 PDS
REVISED PER TOWNSHIP
COMMENTS

REVISIONS
DATE: 03/03/2026
SCALE: 1" = 60'

PHASE 3

JOB No. 251002
C004
OF 4



LEGAL DESCRIPTION

LAND SITUATED IN THE TOWNSHIP OF COMSTOCK, COUNTY OF KALAMAZOO, STATE OF MICHIGAN DESCRIBED AS FOLLOWS: THE EAST 50 RODS OF THE NORTH 154 RODS OF THE WEST FRACTIONAL 1/2 OF THE NORTHWEST FRACTIONAL 1/4 OF SECTION 7, TOWN 2 SOUTH, RANGE 10 WEST, EXCEPT THEREFROM THE NORTH 893 FEET.
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433 E. RANSOM
KALAMAZOO, MI 49007
(269) 200-2703
DESIGN ENGINEER: PAUL SCHRAM, P.E.
PSCHRAM@GOWIGHTMAN.COM

Unit Area Table

| Unit # | Area (SF) |
|--------|-----------|
| 94 | 6328 |
| 95 | 6240 |
| 96 | 6240 |
| 97 | 6240 |
| 98 | 6240 |
| 99 | 6240 |
| 100 | 6240 |
| 101 | 6240 |
| 102 | 6240 |
| 103 | 6240 |
| 104 | 6240 |
| 105 | 6240 |
| 106 | 6240 |
| 107 | 6240 |
| 108 | 6240 |
| 109 | 6240 |

Unit Area Table

| Unit # | Area (SF) |
|--------|-----------|
| 110 | 6240 |
| 111 | 6240 |
| 112 | 6240 |
| 113 | 6240 |
| 114 | 6240 |
| 115 | 6240 |
| 116 | 6240 |
| 117 | 6240 |
| 118 | 6240 |
| 119 | 6240 |
| 120 | 6240 |
| 121 | 6240 |
| 122 | 6240 |
| 123 | 6240 |
| 124 | 6240 |
| 125 | 6240 |

Unit Area Table

| Unit # | Area (SF) |
|--------|-----------|
| 126 | 6240 |
| 127 | 6240 |
| 128 | 6240 |
| 129 | 6240 |
| 130 | 6240 |
| 131 | 6240 |
| 132 | 6240 |
| 133 | 6240 |
| 134 | 6240 |
| 135 | 6406 |
| 136 | 7539 |
| 137 | 9618 |
| 138 | 10407 |

NOTES:

UNIT COUNTS
LEIGH AVENUE CONDOMINIUMS: 138 UNITS
PHASE 3: 45 UNITS
ZONING/SETBACKS
ZONING - R-1C
SETBACKS:
(PRINCIPLE STRUCTURE)
REQUIRED = 25' FRONT
REQUIRED = 35' REAR
* REQUIRED = 10' SIDE
* UNDER R-1-C, ONE SIDE SETBACK MUST BE AT LEAST 10'.
* THE OTHER SIDE SETBACK MUST BE AT LEAST 5'
PROPOSED = 25' FRONT
PROPOSED = 35' REAR
PROPOSED = 10' SIDE
UNIT WIDTH
MINIMUM UNIT WIDTH:
REQUIRED = 60'
PROPOSED = 60'
UNIT AREA
MINIMUM UNIT AREA:
REQUIRED (R-1-C, PLATTED, WITH WATER AND SEWER) = 6,000 SFT
PROPOSED = 6,240 SFT
FLOODPLAIN
THIS AREA IS LOCATED IN TWO REGIONS, BOTH CLASSIFIED ZONE X - AREAS DETERMINED TO BE OUTSIDE OF THE 0.2% ANNUAL CHANCE FLOODPLAIN ACCORDING TO THE FLOOD INSURANCE RATE MAP NO. 28077C0182E EFFECTIVE DATE JULY 31, 2024 AND 28077C0185E EFFECTIVE DATE JULY 31, 2024.

SANITARY SEWER
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PRIVATE UTILITIES SUCH AS GAS, ELECTRIC, CABLE TV, ETC. SHALL BE LOCATED IN PRIVATE EASEMENTS, ALL UTILITIES SHALL BE INSTALLED UNDERGROUND.
CONTIGUOUS PROPERTIES
THE PROPRIETOR HAS NO OWNERSHIP INTEREST IN THE ADJACENT PROPERTIES OR PLANS TO DEVELOP THE ADJACENT PROPERTIES.



MEMO

Charter Township of Comstock Township Board April 6, 2026

From: Khayci Bryant, Planner

Re: 5057 E Main and 1654 Leigh Ave - Rezoning Request

A public hearing was held on March 26, 2026 for this agenda item. The planning commission is recommending approval.

Attachments:

[Rezoning Request \(1\).pdf](#)
[5057 E Main and Leigh Ave Rezone Request.docx](#)
[R1-A Permitted Uses and Special Land Use.pdf](#)
[B-3 Permitted Uses and Special Land Use.pdf](#)
[Zanotti_AdditionalMap.png](#)
[Zanotti_Documents.png.pdf](#)
[Zoning-Map-24x36-2025-Update \(1\).pdf](#)
[8_5X11-Future-Land-Use-Map \(2\).pdf](#)
[1980 Zoning Map.pdf](#)
[1992 Zoning Map.pdf](#)
[2006 Zoning Map.pdf](#)
[Ord 567 Rez.docx](#)

Rezoning Request Summary

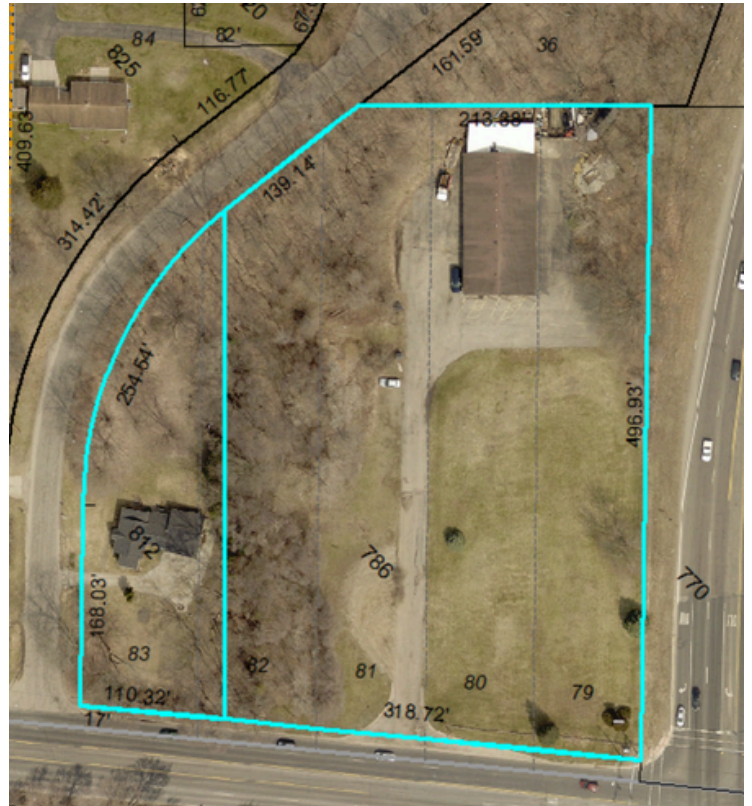
5057 E MAIN & 1654 LEIGH

Applicant: Mark Zanotti
 PN: 3907-07-351-786 + 3907-07-351-812

Brief Summary of Request:

Applicant has submitted a rezone request for two contiguous parcels, 5057 E Main and 1654 Leigh Ave. The applicant purchased these properties in the late 1990's, and per our in person meetings and the letter he submitted, he is positive they were both zoned B-3, General Business District at the time of purchase.

However, our current zoning maps show the properties split zoned, R1-A Single Family District and B-3 General Business District. The applicant has shared that he believes this is an error on the Township's behalf.



Existing Site Information:

| Site Zoning + Land Use | Surrounding Zoning + Land Use | Size of Site |
|---|--|--|
| <ul style="list-style-type: none"> • Split- Zoned: R1-A and B-3 • E Main Land Use: Commercial Building • Leigh Ave Land Use: Residential | <ul style="list-style-type: none"> • North: R1-A, Residential • South: B-3, Commercial • East: R1- A, Residential • West: K- Township, Residential | <ul style="list-style-type: none"> • E Main Parcel Size: 3.42 Acres • Leigh Ave Parcel Size: .76 Acres |

5057 E Main & 1654 Leigh Ave

REZONE REQUEST- CONSIDERATIONS

| | | | | | | | | | | | |
|--|---|----------------|--------------|--------------------|--------------------|-------------------|-------------------|-------------------|--------------------|-------------------------|--------------------|
| <p>1. Whether the rezoning is consistent with the policies and uses proposed for that area in the Township’s Master Land Use Plan.</p> | <p>This area is designated as mixed commercial on the Future Land Use Map.</p> <p>The request to rezone the parcels to B-3 General Business District is consistent with the Master Land Use Plan.</p> | | | | | | | | | | |
| <p>2. Whether all of the uses allowed under the proposed rezoning would be compatible with other zones and uses in the surrounding area.</p> | <p>Consider the zoning and use of abutting parcels:</p> <table border="0"> <tr> <td>Zoning:</td> <td>Uses:</td> </tr> <tr> <td>North: R1-A</td> <td>Residential</td> </tr> <tr> <td>South: B-3</td> <td>Commercial</td> </tr> <tr> <td>East: R1-A</td> <td>Residential</td> </tr> <tr> <td>West: K-Township</td> <td>Residential</td> </tr> </table> | Zoning: | Uses: | North: R1-A | Residential | South: B-3 | Commercial | East: R1-A | Residential | West: K-Township | Residential |
| Zoning: | Uses: | | | | | | | | | | |
| North: R1-A | Residential | | | | | | | | | | |
| South: B-3 | Commercial | | | | | | | | | | |
| East: R1-A | Residential | | | | | | | | | | |
| West: K-Township | Residential | | | | | | | | | | |
| <p>3. Whether any public services and facilities would be significantly adversely impacted by a development or use allowed under the requested rezoning.</p> | <p>Public water is available on E Main</p> <p>Public Sewer does not run to the West of N Sprinkle.</p> <p>Traffic levels are not expected to significantly increase if the site is rezoned to B-3, General Business District.</p> <p>Public services and facilities are not anticipated to be significantly impacted.</p> | | | | | | | | | | |
| <p>4. Whether the uses allowed under the proposed rezoning would be equally or better suited to the area than uses allowed under the current zoning of the land.</p> | <p>As you evaluate this factor, refer to the attached ordinance excerpts and uses allowed in the two zoning districts.</p> <p>Also consider uses found in the area.</p> | | | | | | | | | | |

3.1.C R1-A Single-Family Residential

1. Intent

The intent here is to provide two (2) districts, the “R1-A” and “R1-B”, Single-Family Residential districts, of different lot sizes and/or density wherein single-family residential uses, incorporating a reasonable range of lot sizes, plus compatible and/or accessory uses, may develop while at the same time promoting a predominantly semi-urban character within the community.

i **User Note:** Click on [Blue](#) for use-specific standards or refer to Article 4 Use Standards.

2. Permitted uses

- a. [Single-family dwellings](#) [Ⓜ] §4.17
- b. Parks, parkways and recreational facilities, [Ⓜ] publicly owned and operated
- c. Educational institutions, public [Ⓜ]
- d. Cemeteries, public and private
- e. [Places of worship](#) §4.36
- f. Accessory buildings [Ⓜ] and uses [Ⓜ]
- g. Incidental raising and retail sale of horticultural and agricultural products grown on the premises
- h. [Family child care homes](#) [Ⓜ] §4.13
- i. [Temporary sales office](#) §4.50
- j. Adult foster care family home [Ⓜ]
- k. Adult day care family home [Ⓜ]
- l. [Accessory dwelling units](#), [Ⓜ] attached §4.1
- j. Radio stations
- k. Temporary buildings or trailer offices incidental to construction
- l. [Essential services](#) [Ⓜ] §4.18
- m. [Stables, public and riding academies](#) §4.42
- n. [Stables, private](#) §4.39
- o. [Public buildings or portions thereof no longer used for public purposes](#) §4.40
- p. [Planned unit developments](#) [Ⓜ] §3.24
- q. [Two-family dwellings](#), [Ⓜ] attached (duplexes) §4.55, §4.17
- r. [Raising and keeping of animals](#) [Ⓜ] §4.4, §4.12
- s. [Kennels](#) [Ⓜ] and/or [boarding kennels](#) [Ⓜ] §4.27
- t. [Group child care homes](#) [Ⓜ] §4.13
- u. [Telecommunication antennas](#) [Ⓜ] located on structures other than telecommunication towers [Ⓜ] §4.60
- v. Adult foster care small group home [Ⓜ]
- w. Adult day care group home [Ⓜ]
- x. [Temporary use for highway construction purposes](#) §4.52
- y. [Temporary use for anemometers and supporting towers](#) §4.51

3. Special land uses

- a. [Accessory dwelling units](#), [Ⓜ] detached §4.1
- b. Publicly owned buildings including libraries, post offices, community centers, and museums
- c. [Public utility](#) [Ⓜ] and [municipal buildings](#) §4.41
- d. [Child care centers](#) [Ⓜ] §4.13
- e. [Institutions of an educational, philanthropic or charitable nature](#) §4.25
- f. Kindergartens or nursery schools for children of preschool age
- g. [Golf courses and country clubs](#) §4.20
- h. Recreational facilities, [Ⓜ] private [Ⓜ]
- i. [Home occupations](#) §4.21

1. Purpose & Intent

2. Definitions

3. Zoning Districts

4. Use Standards

5. Site Standards

6. Development Procedures

7. Administration & Enforcement



3.1.C R1-A Single-Family Residential

4. Development standards

Lot size

| | Unplatted | | Platted | | |
|----------------|----------------------------|----------------------|-------------------------|---------------------|----------------------|
| | Without water and/or sewer | With water and sewer | Neither water nor sewer | With water or sewer | With water and sewer |
| Minimum area: | One (1) acre | ¼ acre | 13,200 s.f. | 12,000 s.f. | 10,000 s.f. |
| Minimum width: | 165 ft. | 150 ft. | 100 ft. | 90 ft. | 80 ft. |

Minimum setbacks (in feet)

| | |
|-----------------------------|----|
| Front yard: | 30 |
| Side yard | |
| One must be at least: | 10 |
| The other must be at least: | 5 |
| Rear yard: | 35 |

Maximum building height

| | |
|-------------|----|
| In stories: | 2 |
| In feet: | 25 |

Lot coverage by buildings

| | |
|---------------------|----|
| Maximum percentage: | 20 |
|---------------------|----|

Floor area per dwelling unit

| | |
|---------------------------------|----------|
| Minimum single-story: | 960 s.f. |
| Minimum ground floor two-story: | 750 s.f. |

See [§3.2](#), [§3.12](#), and [§3.25](#) for more information.

i **User Note:** Click on [Blue](#) for use-specific standards.

5. Additional requirements

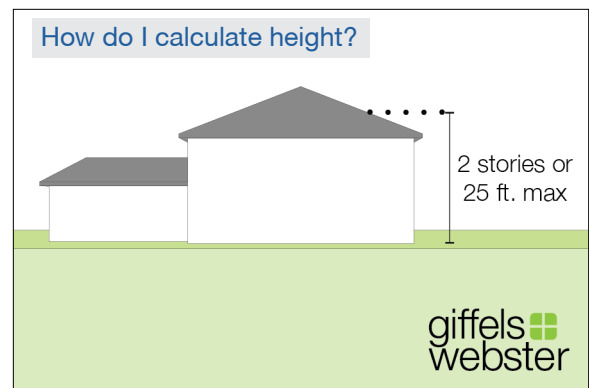
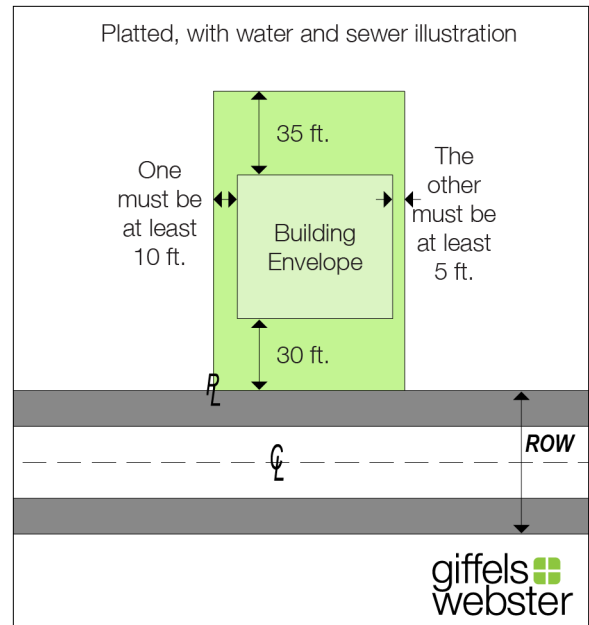
These are links to additional, but not comprehensive, requirements for the district.

Article 5

- [Residential accessory buildings and structures §5.1](#)
- [Off-street parking requirements §5.2](#)
- [Landscaping §5.4](#)
- [Exterior lighting §5.10](#)
- [Fences §5.9](#)
- [Signs §5.18](#)

Article 6

- [Site plan review procedures §6.1](#)
- [Special land uses §6.2](#)



1. Purpose & Intent

2. Definitions

3. Zoning Districts

4. Use Standards

5. Site Standards

6. Development Procedures

7. Administration & Enforcement

3.1.M B-3 General Business

1. Purpose

The intent here is to provide a district wherein those commercial, business, and service uses which primarily cater to the motoring public, plus compatible and/or accessory uses, may be located instead of encroaching into other districts where their unique needs or circumstances would render them incompatible or undesirable.

i User Note: Click on [Blue](#) for use-specific standards or refer to Article 4 Use Standards.

2. Permitted uses

- a. [Offices and office buildings](#) [ⓘ] §4.33
- b. Medical or dental clinics
- c. Financial establishments [ⓘ]
- d. [Public utility](#) [ⓘ] and [municipal buildings](#) §4.41
- e. [Educational institutions, vocational and technical](#) §4.58
- f. [Educational institutions, private](#) §4.58
- g. Photographic studios
- h. Funeral homes
- i. Insurance offices, brokerage houses and real estate offices
- j. [Child care centers](#) [ⓘ] §4.13
- k. [Places of worship](#) §4.36
- l. Retail establishments [ⓘ]
- m. Personal service establishments [ⓘ]
- n. [Laundry or dry cleaning customer outlets](#) [ⓘ] §4.28
- o. Laundry/laundromats, [ⓘ] self-service
- p. Brewpubs [ⓘ]
- q. [Restaurants, carry out](#) [ⓘ] §4.44
- r. [Restaurants, fast food](#) [ⓘ] §4.44
- s. [Restaurants, sit down](#) [ⓘ] §4.44
- t. Accessory buildings [ⓘ] and uses [ⓘ]
- u. [Private service clubs, fraternal organizations, and lodge halls](#) §4.38
- v. [Temporary outdoor sales and service](#) §4.49
- w. Any retail business whose principal activity is the sale or rental of merchandise within a completely enclosed building
- x. Business service establishments [ⓘ]
- y. Craft and trade service establishments [ⓘ]
- z. Photographic film developing and processing
- aa. Physical culture establishments [ⓘ]
- ab. [Veterinary offices, hospitals, and clinics](#) §4.57
- ac. [Other similar uses](#) [ⓘ] §4.35
- ad. Recreational facilities, [ⓘ] indoor [ⓘ]
- ae. ATMs (Automated Teller Machines)
- af. [Vehicle wash establishments](#) §4.56
- ag. Outdoor display and sale of garages, swimming pools, and similar uses
- ah. Recreational facilities, [ⓘ] outdoor [ⓘ]
- ai. Lumber yards
- aj. [Hotels, motels, and motor courts](#) [ⓘ] §4.23
- ak. [Mini-storage facility](#) [ⓘ] §4.30
- al. [Restaurants, drive-in](#) [ⓘ] and [drive-thru](#) [ⓘ] §4.44

1. Purpose & Intent

2. Definitions

3. Zoning Districts

4. Use Standards

5. Site Standards

6. Development Procedures

7. Administration & Enforcement



3.1.M B-3 General Business

3. Special land uses

- a. Automobile repair facilities[☞] §4.1
- b. Kennels[☞] and shelters, with or without crematories §4.27
- c. Automobile service stations[☞] §4.7
- d. Open air businesses[☞] §4.34
- e. Essential services[☞] §4.18
- f. Heavy equipment sales and storage incidental thereto
- g. Roofing business establishments
- h. Distribution centers used for storage purposes only §4.16
- i. Single-family dwellings[☞] §4.17
- j. Tool and die shops §4.54
- k. Micro breweries[☞]
- l. Telecommunication antennas[☞] located on structures other than telecommunication towers[☞] §4.60
- m. Places of worship in preexisting office or commercial buildings §4.36
- n. Temporary outdoor festivals and similar events §4.48
- o. Temporary use for anemometers and supporting towers §4.51

1. Purpose & Intent

2. Definitions

3. Zoning Districts

4. Use Standards

5. Site Standards

6. Development Procedures

7. Administration & Enforcement

3.1.M

B-3 General Business

[Intentionally blank]

1. Purpose & Intent

2. Definitions

3. Zoning Districts

4. Use Standards

5. Site Standards

6. Development
Procedures

7. Administration &
Enforcement



3.1.M B-3 General Business

1. Purpose & Intent

2. Definitions

3. Zoning Districts

4. Use Standards

5. Site Standards

6. Development Procedures

7. Administration & Enforcement

4. Development standards

Lot size

- Minimum area: *
- Minimum lot width: *

Minimum setbacks (in feet)

- Front yard: 40
- Side yard
 - One must be at least: 10
 - The other must be at least: 10**
- Rear yard: 20

Maximum building height

- In feet: 50

Floor area per dwelling unit

- Minimum: *

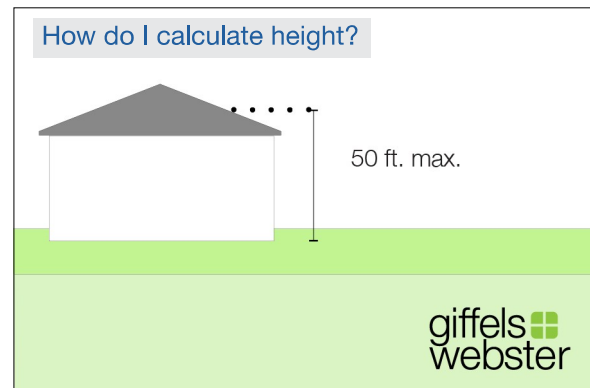
Lot coverage by buildings

- Maximum percentage: *

See [§3.2](#) and [§3.20](#) for more information.

* While no specific standards may be included herein, attention is directed to other applicable regulations in this ordinance for specific intended uses.

** Side yards are not required at interior side lot lines if walls are of fireproof masonry construction, excepting that when such walls of buildings facing such interior side lot lines have windows or similar openings, side yards of at least fifteen (15) feet shall be provided. A side yard of twenty (20) feet is required on all corner lots and whenever adjacent to a residential use.



i **User Note:** Click on [Blue](#) for use-specific standards.

5. Additional requirements

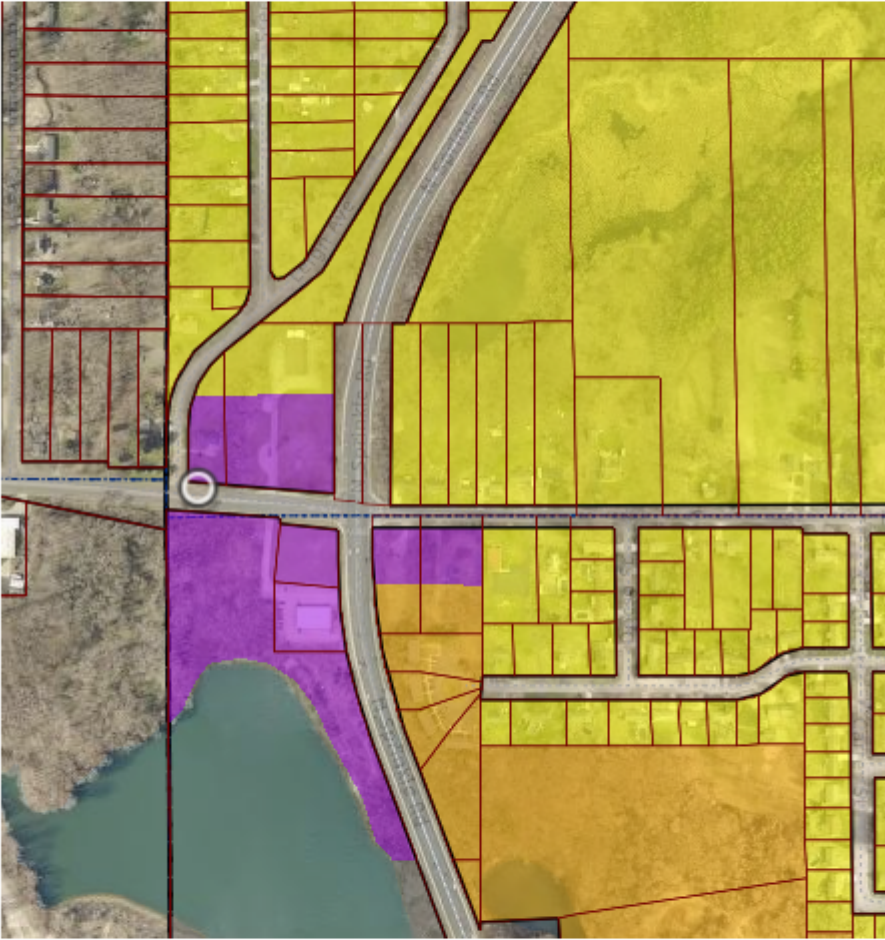
These are links to additional, but not comprehensive, requirements for the district.

Article 5

- [Residential accessory buildings and structures §5.1](#)
- [Off-street parking requirements §5.2](#)
- [Landscaping §5.4](#)
- [Exterior lighting §5.10](#)
- [Fences §5.9](#)
- [Signs §5.18](#)

Article 6

- [Site plan review procedures §6.1](#)
- [Special land uses §6.2](#)



January 28, 2026

Khayci Bryant
 Assistant Zoning Administrator
 P.O Box 449
 Comstock , MI 49041

R.E Parcels # 07-07-351-786 (5037/5057 East Main) + 3907-07-351-812 (1654 Leigh Ave)

Khayci,

I am writing in regards to the zoning mistake that Comstock Township has made on Two of my parcels on the Northwest corner of Sprinkle road and East Main.

When I purchased these parcels they were Zoned "B-3" I made sure of that BEFORE I purchased them from Bill Reynold's. I checked the zoning map that used to be available to review at the old township hall. Somehow the Township "lost" that map, perhaps in the move.

The building I'm in now was "Reynolds Plumbing". It was properly permitted and built on the back so that the front could be used later. Mr. Reynolds expressed that to me, your records should confirm it.

Now only the front ½ of these parcels are "Colored ^{purple} ~~Yellow~~" as B-3 Zoning. **All of them should be!**

I had at least 2 meetings with Jodi Steforia / prior Zoning official and nothing was done to correct this "coloring" / zoning mistake. **On my second meeting with you, we were able to bring up the minutes of an old township meeting where I got a special "Open Air" permit. I did this on November 19th. 1992.**

This was done the first year of my ownership of the larger parcel. You have a copy from records that we scanned together. I also have an original copy of that meetings minutes as well as my "original" lot plan! ***I am including a copy of that meeting.*** I may supply you with more info later.

Steve Gazdag was Chairman of the planning commission at that 1992 meeting. He and the entire commission were very capable. **The property had to be zoned B-3 (all the way back) or they would'nt have given me the permit that they approved.** All of that is a matter of public record. You have a copy from records on file and the one I'm giving you.

I've already spent a lot of my valuable time in this matter. I don't think I should have to pay for any fees to fix the townships mistake. If you need anything let me know so we can get this straitened out.

If it takes "rezoning" to fix this mistake, then let's get it done ASAP.

Respectfully,



Mark A. Zanotti



CHARTER TOWNSHIP OF COMSTOCK PLANNING & ZONING APPLICATION

Shipping: 6138 King Highway, Kal., MI 49048
Mailing: PO Box 449, Comstock MI 49041-0449
Phone: 269-381-2360 Fax: 269-381-4328

PLEASE PRINT

PROJECT NAME AND ADDRESS: 3057 E MAIN
+ 1654 LIGHT

APPLICANT:

Name MARK ZANOTTI
Company _____
Address 9145 E MAIN
GALUSBURG, MI 49053
Email KZOOPOOLMAN2@AOL.COM
Phone [REDACTED] Fax —
Interest in the Property OWNER

Township Use:

Fee:
\$ _____

Escrow:
\$ _____

OWNER*:

Name SAWA
Company _____
Address _____
Email _____
Phone _____ Fax _____

Date Paid:

cash/credit card
check # _____

*If different

NATURE OF REQUEST: (Please check all the appropriate item(s))

- | | |
|--|--|
| <input type="checkbox"/> Site Plan Review | <input checked="" type="checkbox"/> Rezoning |
| <input type="checkbox"/> Administrative Site Plan Review | <input type="checkbox"/> Master Plan Amendment |
| <input type="checkbox"/> Special Exception Use | <input type="checkbox"/> Text Amendment |
| <input type="checkbox"/> Site Condominium | <input type="checkbox"/> Variance |
| <input type="checkbox"/> Subdivision Plat Review | <input type="checkbox"/> Interpretation |
| <input type="checkbox"/> PUD/PURD/PMUD | <input type="checkbox"/> Planning Escrow |
| <input type="checkbox"/> Other _____ | |

BRIEFLY DESCRIBE YOUR REQUEST (Use Attachments if Necessary):

SEE LETTER + ATTACHED INFORMATION

kan

COMSTOCK CHARTER TOWNSHIP PLANNING COMMISSION

MINUTES OF MEETING HELD NOVEMBER 19, 1992

A regular meeting was held by the Comstock Charter Township Planning Commission on Thursday, November 19, 1992 beginning at 7:30 p.m. at the Comstock Charter Township Hall.

Members Present: Steven Gazdag, Chairman
Miriam Shannon
Gail Fritz
James Richmond
Randy Ligman
Tim Hudson
William Shields
Jeffrey Balkema

Members Absent: Stanley Heidanus

Also present were Township Attorney Kenneth C. Sparks and approximately forty-five other interested persons.

REVIEW OF MINUTES

The Chairman called the meeting to order and indicated that the first item on the agenda would be a review of the proposed minutes of the Planning Commission meeting of November 5, 1992. It was noted that the word "District" in the second line of the last paragraph on page 6 of the minutes should instead be "Discount". In response to a comment from Mr. Balkema, Mr. Thomas Arnold indicated that he started farming on the property adjacent to the subject property in the fall of 1986. Upon motion of Mr. Richmond, seconded by Ms Shannon, the Planning Commission voted unanimously to approve the minutes with the one correction noted previously.

MARK A. ZANOTTI - SPECIAL EXCEPTION USE PUBLIC HEARING AND SITE PLAN REVIEW

The next matter to come before the Planning Commission was a public hearing on the application of Mark A. Zanotti for a special exception use permit to allow the operation of an open air business consisting of the annual sale of Christmas trees on property at 5057 East Main Street within Comstock Charter Township. The subject property is located in a "B-3" General Business District zoning classification. Also before the Planning Commission was the application of Mr. Zanotti for site plan review for the proposed open air business.

Mr. Zanotti was present and addressed the Planning Commission. He indicated that he wished to have special exception use approval to conduct for three weeks each year an open air business consisting of a retail sale Christmas tree lot. Mr. Zanotti noted that a site plan showing the location of the proposed business had been provided to the Planning Commission.

The Chairman inquired as to whether any members of the public present wished to make comment with respect to this matter. No public comment was offered.

Ms Shannon indicated that Mr. Zanotti has filed a very adequate site plan and that this was appreciated. Ms Shannon noted that Christmas tree banners were shown on the site plan and that it would be advisable for Mr. Zanotti to talk with Township Building Official Sheldon Lauderdale to determine whether or not such banners were in compliance with Township requirements. Mr. Zanotti indicated that he had not yet talked to Mr. Lauderdale regarding this matter. He indicated that if the proposed banners were not permitted, it would be possible for him to put a message on his existing sign to advertise the Christmas tree sales.

There being no further public comment, Mr. Shields moved that the public hearing be closed. Mr. Ligman seconded the motion and the motion passed unanimously.

Mr. Shields then moved that the Planning Commission grant the requested special exception use permit. Ms Fritz seconded the motion. Mr. Shields cited as reasons in support of his motion the fact that there was sufficient parking on the site for the proposed business, that the proposed business met all set back requirements and that the proposed open air business would be located on a very large parcel that could easily accommodate the business. A vote was then held on the motion and the motion passed unanimously.

The Planning Commission then conducted site plan review for the proposed business. Mr. Richmond moved that the Planning Commission grant site plan approval subject to the condition that the applicant meet with the Building Official for a sign compliance review and that any signs established in connection with the subject business be in compliance with the Township Ordinance requirements. Mr. Shields seconded the motion and the motion passed unanimously.

MICHAEL AND KAREN FISHER - PLANNED UNIT DEVELOPMENT SPECIAL EXCEPTION USE PUBLIC HEARING.

The next matter to come before the Planning Commission was a public hearing on the application of Michael and Karen Fisher for preliminary approval of a proposed Planned Unit Development

12/5/2017

7045

TOWNSHIP OF COMSTOCK

2017
WinterParcel Code Number:
3907-07-351-786

OFFICE HOURS BEGINNING JANUARY 1, 2018:
 MONDAY, TUESDAY, AND THURSDAY 8:00 AM - 5:00 PM;
 WEDNESDAY 8:00AM - 6:00PM; FRIDAY 8:00AM - 12:00PM

CLOSED TO OBSERVE THE FOLLOWING HOLIDAYS:

CHRISTMAS DAY: MONDAY, DECEMBER 25, 2017
 NEW YEAR'S DAY: MONDAY, JANUARY 1, 2018
 MARTIN LUTHER KING DAY: MONDAY, JANUARY 15, 2018
 PRESIDENT'S DAY: MONDAY, FEBRUARY 19, 2018

FOR FURTHER INFORMATION CONTACT:

BRET PADGETT, TREASURER
 (269) 381-2360

OPERATING FISCAL YEARS

The taxes on bill will be used for governmental operations for the following fiscal year(s):

County: JANUARY 1 - DECEMBER 31
 Township: JANUARY 1 - DECEMBER 31
 School: JULY 1 - JUNE 30
 State: OCTOBER 1 - SEPTEMBER 30

Does NOT affect when tax is due or total amount.

PROPERTY INFORMATION

Property Assessed To: ZANOTTI MARK A Bill # 01024

9145 E MAIN ST
 GALESBURG, MI 49053
 Property Address: 5057 E MAIN ST
 School: 39030 COMSTOCK PUBLIC

Tax Description: Prop #: 3907-07-351-786
 SUPERVISOR'S PLAT OF WAVOSCO HEIGHTS LOTS 79, 80, 81 & 82
 EXC W 20 FT LOT 82 & EXC S 17 FT LOTS 79, 80, 81 & 82

CHECK YOUR DESCRIPTION. THE TREASURER IS NOT RESPONSIBLE FOR PAYMENT ON THE WRONG PARCEL. IF YOU PAY ON THE WRONG DESCRIPTION, WE ARE NOT PERMITTED TO MAKE ADJUSTMENTS LATER. MAKE SURE YOUR PRINCIPAL RESIDENCE EXEMPTION AND PROPERTY TRANSFER PAPERS ARE FILED WITH THE ASSESSOR. FAILURE TO RECEIVE TAX STATEMENT DOES NOT EXEMPT TAXES FROM PENALTIES.

RECEIPTING INFORMATION

When paying in person, bring this tax notice and the top portion will be received. When paying by mail, include a self-addressed, stamped envelope and a receipt will be mailed.

THIS TAX IS PAYABLE FROM 12/1/17 - 2/14/18 WITHOUT PENALTY

Taxes are payable to Comstock Township, 6138 King Highway, P.O. Box 449, Comstock, MI, 49041. TO AVOID PENALTY: PAYMENT MUST BE MADE BY FEBRUARY 14, 2018. On February 15, a 3% penalty will be added. Cash, money order, check, and major credit card (3% fee) are accepted forms of payment. Any check not honored by the bank is subject to a \$30 fee and the applicable tax is considered unpaid and will be restored to the tax roll without further notice. Taxes can also be paid online by electronic check (\$3 fee) or major credit card (3% fee) at www.comstockmi.gov.

On March 1st, any unpaid tax is considered delinquent and must be paid to the Kalamazoo County Treasurer, 201 West Kalamazoo Avenue, Kalamazoo MI 49007 Phone: (269) 384-8124

Taxes are based on taxable value. 1 mill equals \$1 per \$1,000 of taxable value. Amounts with no millage rate are either special assessments or other charges.

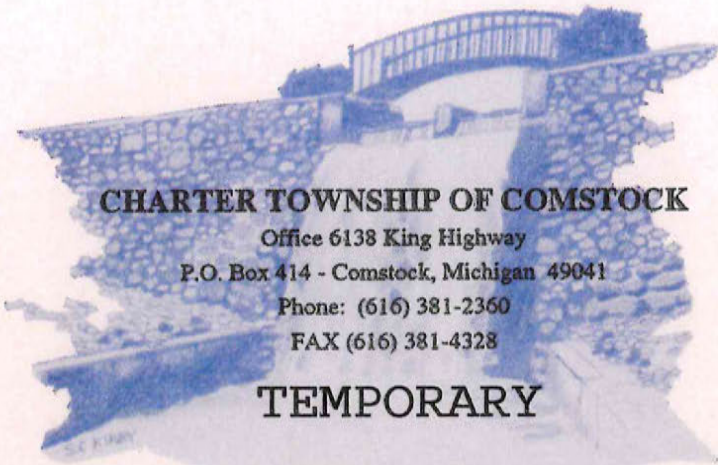
| TAX DETAIL | | |
|----------------------------------|---------|------------|
| Taxable Value: | 51,340 | COMMERCIAL |
| State Equalized Value: | 173,100 | CLASS: 201 |
| Principal Residence Exemption %: | 0.00 | |
| DESCRIPTION | MILLAGE | AMOUNT |
| CO PUBLIC SAFETY | 1.44720 | 74.29 |
| KVCC | 2.80890 | 144.20 |
| TOWNSHIP | 0.97640 | 50.12 |
| TWP ROADS | 1.00000 | 51.34 |
| ROAD PATROL | 1.00000 | 51.34 |
| LIBRARY-COMSTK | 1.48540 | 76.26 |
| SENIOR MILLAGE | 1.00000 | 51.34 |
| JUVENILE HOME | 0.21400 | 10.98 |
| HOUSING FUND | 0.09980 | 5.12 |
| KCTA | 0.31450 | 16.14 |
| CCTA | 0.75000 | 38.50 |
| FIRE OPERATING | 3.00000 | 154.02 |
| FIRE CAPITAL | 0.50000 | 25.67 |
| STREET LIGHTS | 0.50000 | 25.67 |

Total Tax 15.09620 774.99
 Administration Fee (1%) 7.74

TOTAL AMOUNT DUE 782.73

Supervisor -
Joseph Van Bruggen
Clerk -
Timothy A. Snow
Treasurer -
Janice Boers Shattuck

Trustees -
Shelly Pierce Cornell
Harry R. Haase
William Hegedus
William G. Shields



CHARTER TOWNSHIP OF COMSTOCK

Office 6138 King Highway
P.O. Box 414 - Comstock, Michigan 49041
Phone: (616) 381-2360
FAX (616) 381-4328

TEMPORARY

OCCUPANCY PERMIT

TO: PRECISION POOLS, INC. TELEPHONE#: 345-0888
ADDRESS: 5037 EAST MAIN ST.
CITY: KALAMAZOO STATE: MI ZIP: 49004

This certificate constitutes a Temporary Occupany Permit to occupy the premises located at 5037 E. Main St. within Comstock Township, Kalamazoo County, Michigan, for use of the premises for sales of cut Christmas Trees, one (1) portable office, one (1) portable sign and all lights necessary. (Lights not to cause traffic hazard or glare upon adjoining premises, residential or otherwise.)

All trees, signs, lights, poles, portable office, wire or other items must be removed from the premises on or before the 31st day of December.

THIS PERMIT IN NO WAY RELIEVES THE OWNER AND/OR LESSEE FROM LIABILITY FOR OR COMPLIANCE WITH ANY UNFORESEEN VIOLATION OR VIOLATION OF ANY OTHER ORDINANCE, LAW OR STATUTE.

Unless otherwise stated or noted herin, this temporary permit certifies that the premises described herein will comply with the applicable provisions of the Township Zoning Ordinance. #156 ARTICLE 21.00, Section 21.08 h.

THIS PERMIT EXPIRES ON DECEMBER 31, 1996

Mark C. [Signature]
LESSEE/OWNER/AGENT
Precision Pools, Inc.

Sheldon G. Lauderdale
BUILDING INSPECTOR
Sheldon G. Lauderdale

DATED - 11/25/1996

DATED - 11/25/1996

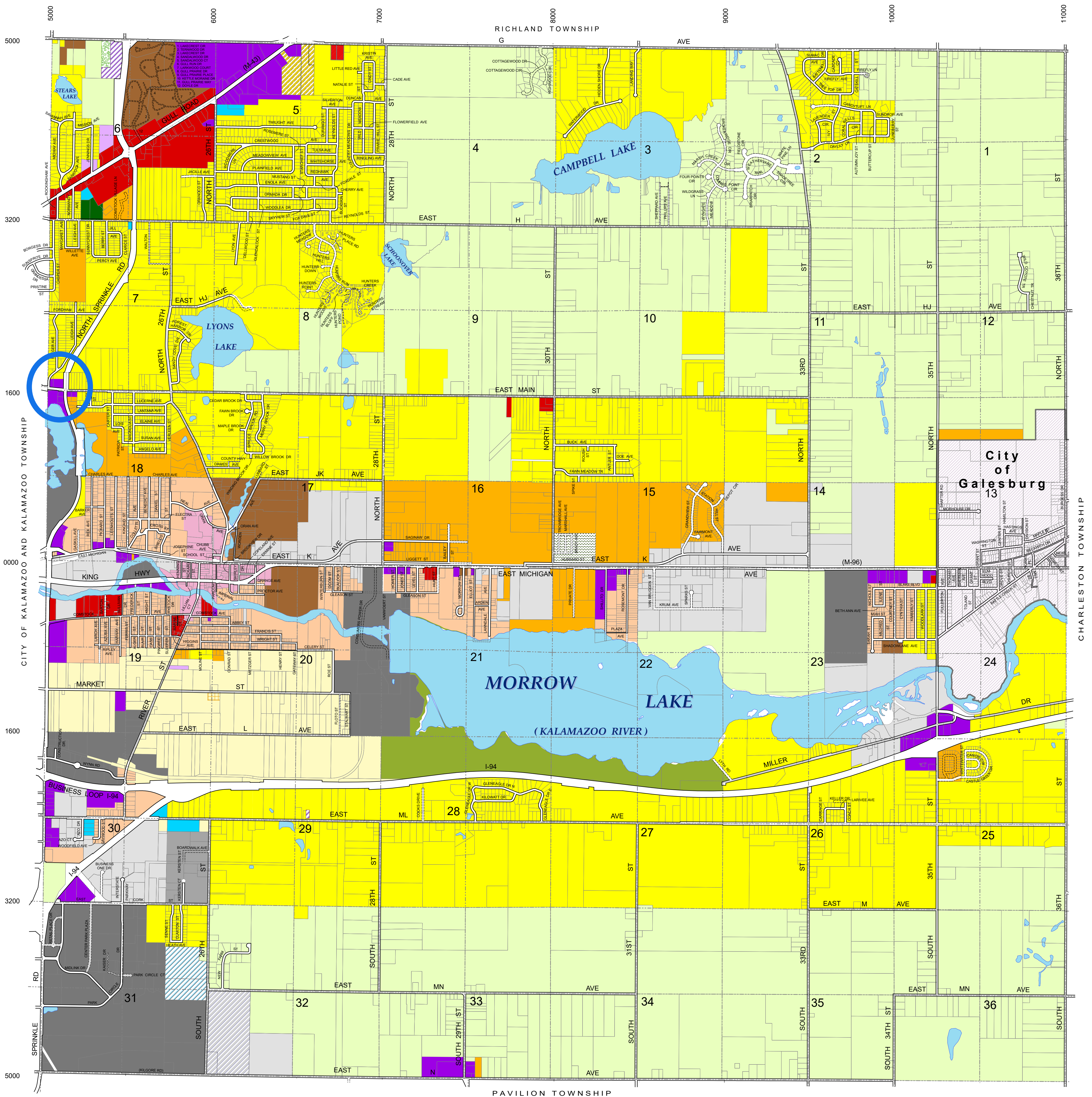
FEE: \$20.00

PAYMENT (x) CHECK# 6273

Charter Township of Comstock

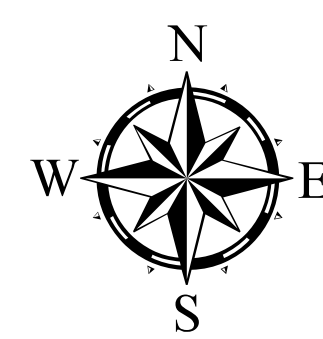
Kalamazoo County, Michigan

Zoning Map



LEGEND

- | | | | |
|--|---|--|--|
| | AGR AGRICULTURAL RESIDENTIAL DISTRICT | | CC COMSTOCK CENTER |
| | A-H AGRICULTURAL-HORTICULTURAL DISTRICT | | B-1 NEIGHBORHOOD BUSINESS DISTRICT |
| | R-1A SINGLE FAMILY DISTRICT | | B-2 COMMUNITY BUSINESS DISTRICT |
| | R-1B SINGLE FAMILY DISTRICT | | B-2C COMMUNITY BUSINESS DISTRICT_CONDITIONAL |
| | R-1C CLUSTER HOUSING DISTRICT | | B-3 GENERAL BUSINESS DISTRICT |
| | RM MULTIPLE FAMILY RESIDENTIAL DISTRICT | | B-3C GENERAL BUSINESS_CONDITIONAL |
| | RM-C MULTIPLE FAMILY RESIDENTIAL_CONDITIONAL | | LM LIGHT MANUFACTURING DISTRICT |
| | RMH MOBILE HOME PARK DISTRICT | | LD RESTRICTED INDUSTRIAL DISTRICT |
| | RSM SENIOR CITIZENS MULTIPLE STORY RESIDENTIAL DISTRICT | | M MANUFACTURING DISTRICT |
| | O-1 OFFICE DISTRICT | | LM-C LIGHT MANUFACTURING_CONDITIONAL |
| | OW OPEN WETLANDS DISTRICT | | M_C MANUFACTURING_CONDITIONAL |
| | OW-C OPEN WETLANDS CONDITIONAL | | ALO - AGRICULTURAL LABOR HOUSING OVERLAY |



1,500 750 0 1,500 Ft

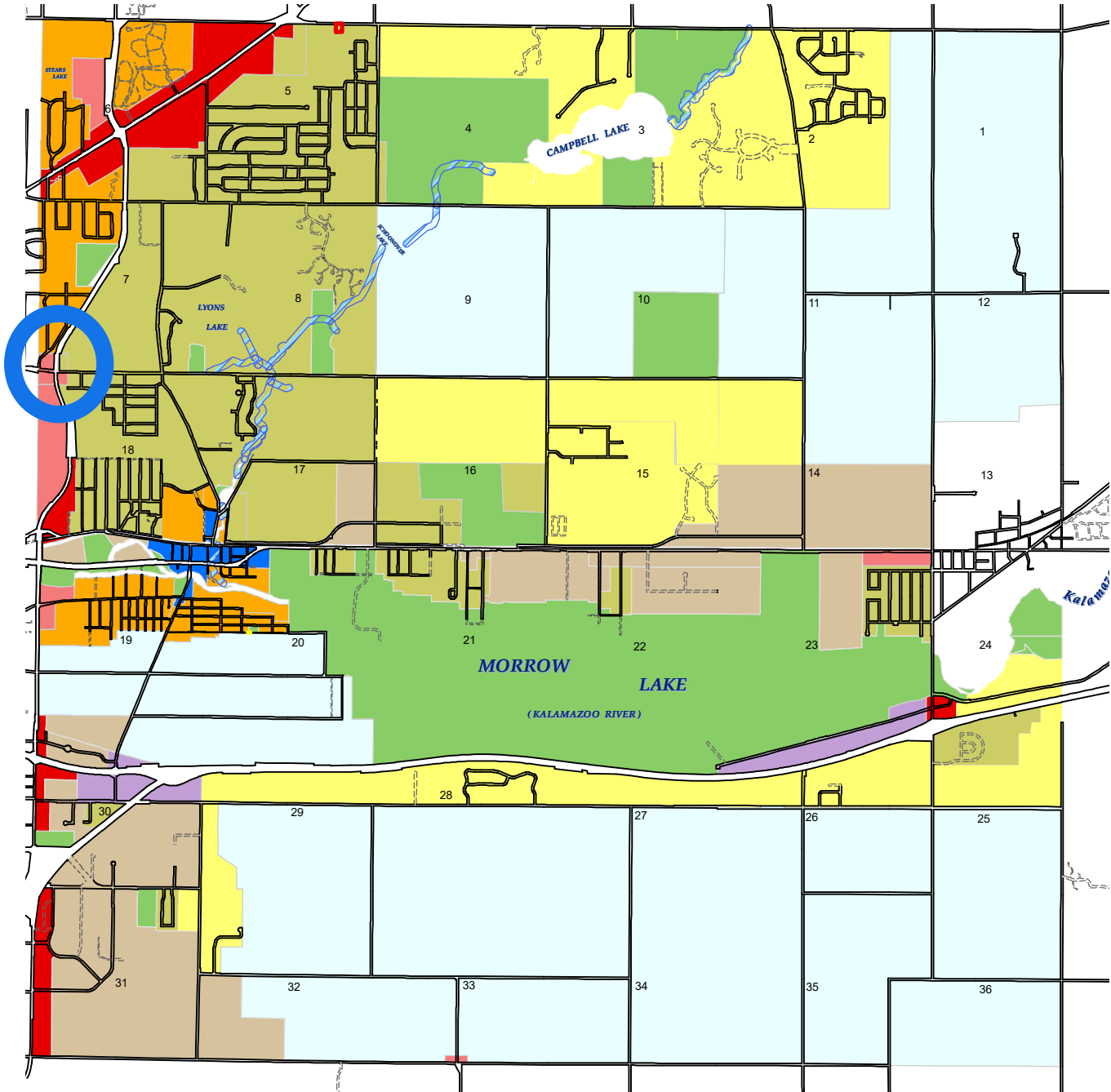
Scale: 1" = 1,500'

Last Revision per Ordinance No. 549
Adopted: June 16, 2025








FUTURE LAND USE MAP

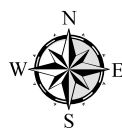
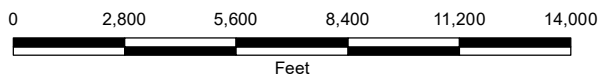
Charter Township of Comstock



Legend

Future Land Use

- | | | |
|--|---|--|
|  Agriculture |  Core Residential |  Transitional Industrial |
|  Suburban Residential |  Town Center |  General Industrial |
|  Compact Residential |  Mixed Commercial |  Parks and Open Space |
| |  Corridor Commercial |  Comstock Creek Overlay |

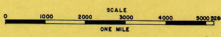


Adopted July 18, 2016
Amended December 4, 2017; August 21, 2023

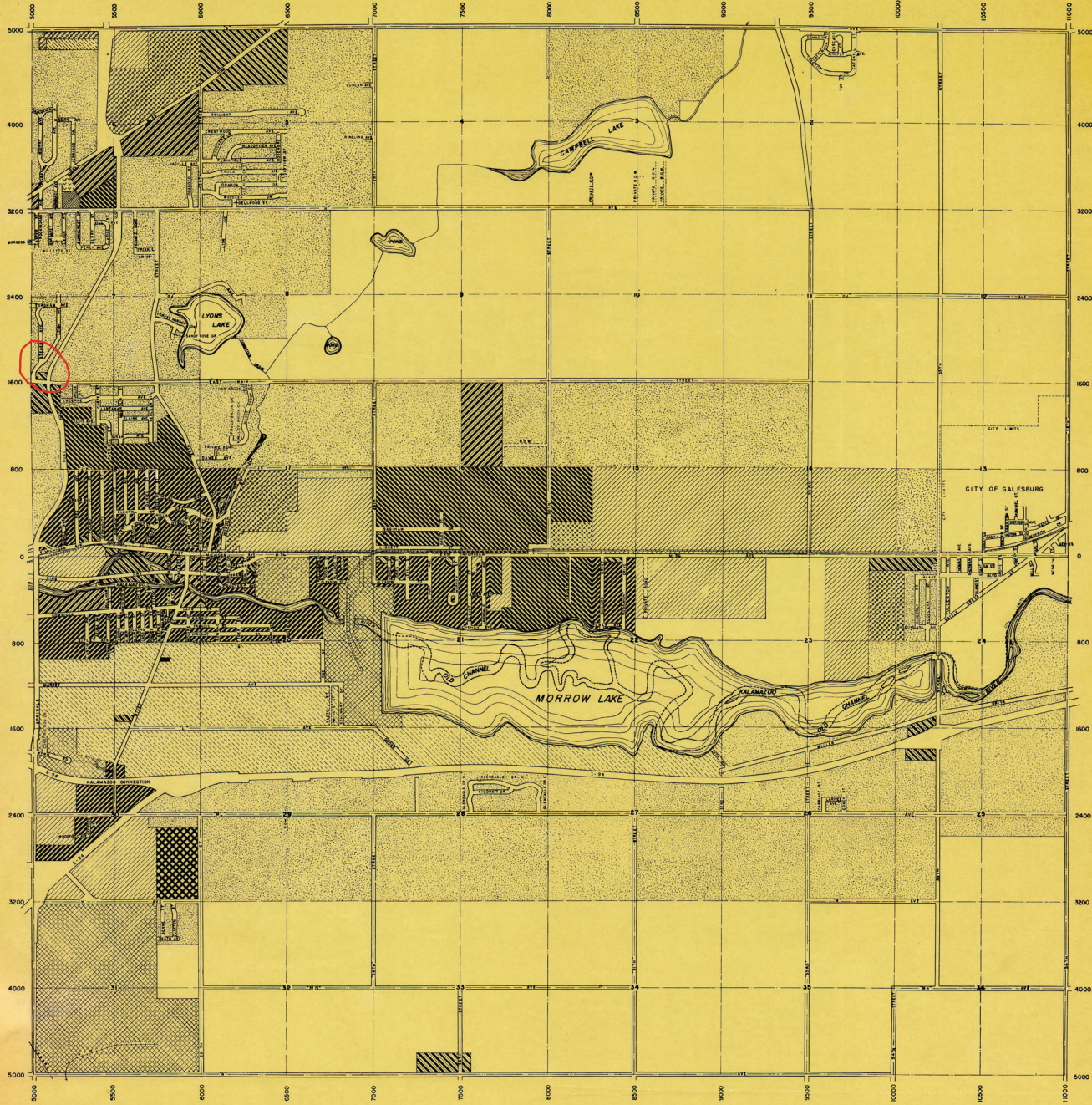
USE DISTRICT MAP OF THE TOWNSHIP OF COMSTOCK KALAMAZOO COUNTY, MICHIGAN



EFFECTIVE DATE OF ORDINANCE JANUARY 1977



BY AUTHORITY OF THE COMSTOCK TOWNSHIP BOARD



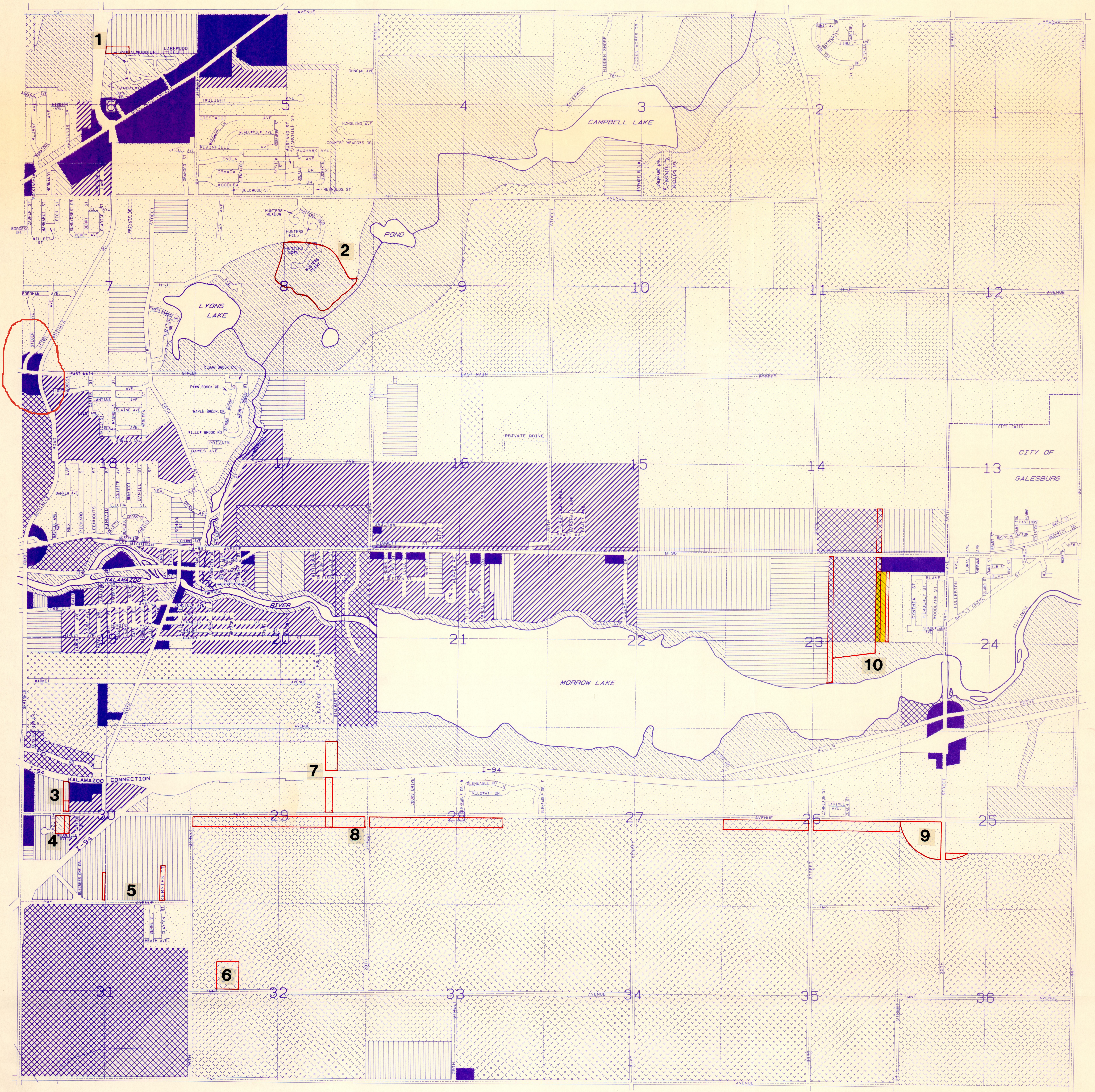
REVISED AS TO USE DISTRICT AMENDMENTS

- APRIL 4, 1977
- SEPTEMBER 2, 1977
- NOVEMBER 2, 1977
- JANUARY 6, 1978
- JANUARY 6, 1978
- FEBRUARY 8, 1978
- JANUARY 2, 1980
- MARCH 10, 1980
- JULY 7, 1980

| LEGEND | |
|---|--|
| <ul style="list-style-type: none"> AGR AGRICULTURE- RESIDENTIAL DISTRICT R-1A SINGLE FAMILY DISTRICT R-1B SINGLE FAMILY DISTRICT R-1C CLUSTER HOUSING DISTRICT RM MULTIPLE FAMILY RESIDENTIAL DISTRICT RSM SENIOR CITIZENS MULTIPLE STORY RESIDENTIAL RMH MOBILE HOME PARK DISTRICT | <ul style="list-style-type: none"> O-1 OFFICE DISTRICT B-1 NEIGHBORHOOD BUSINESS DISTRICT B-2 COMMUNITY BUSINESS DISTRICT B-3 GENERAL BUSINESS DISTRICT LM LIGHT MANUFACTURING DISTRICT LD RESTRICTED INDUSTRIAL DISTRICT M MANUFACTURING DISTRICT OW OPEN WETLANDS DISTRICT |

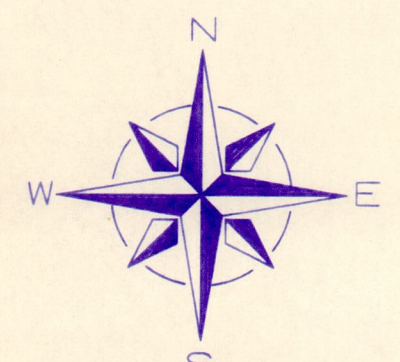
REVISED AS TO STREETS & HIGHWAYS

PROPOSED
LAND USE PLAN
TOWNSHIP OF COMSTOCK
KALAMAZOO COUNTY, MICHIGAN



LEGEND

- | | | | |
|--|-----------------------------|--|-------------------------|
| | LOW DENSITY, RESIDENTIAL | | OPEN-SPACE PRESERVATION |
| | MEDIUM DENSITY, RESIDENTIAL | | TRANSITIONAL |
| | COMMERCIAL | | AGRICULTURAL |
| | GENERAL INDUSTRIAL | | LIGHT INDUSTRIAL |
| | MAJOR PUBLIC FACILITIES | | MAJOR THOROUGHFARE |

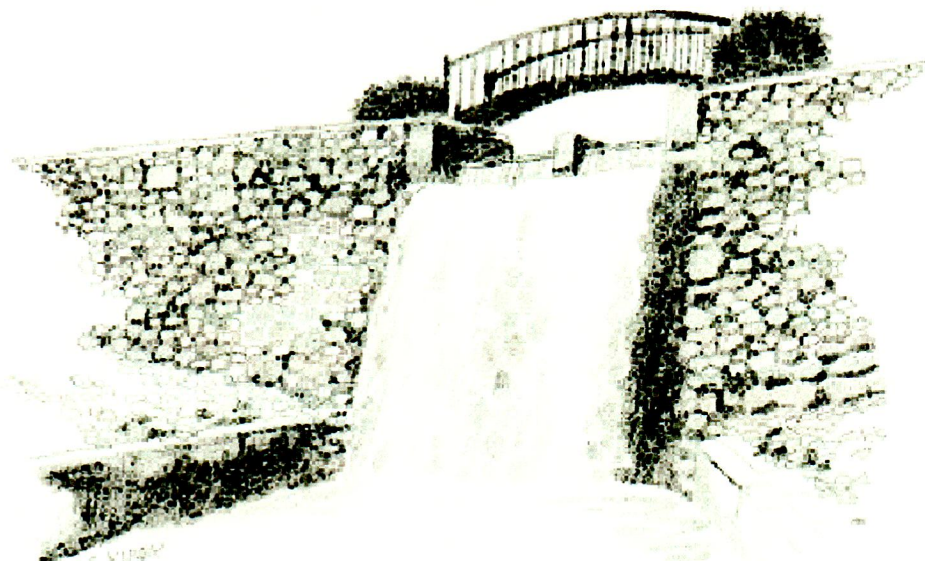
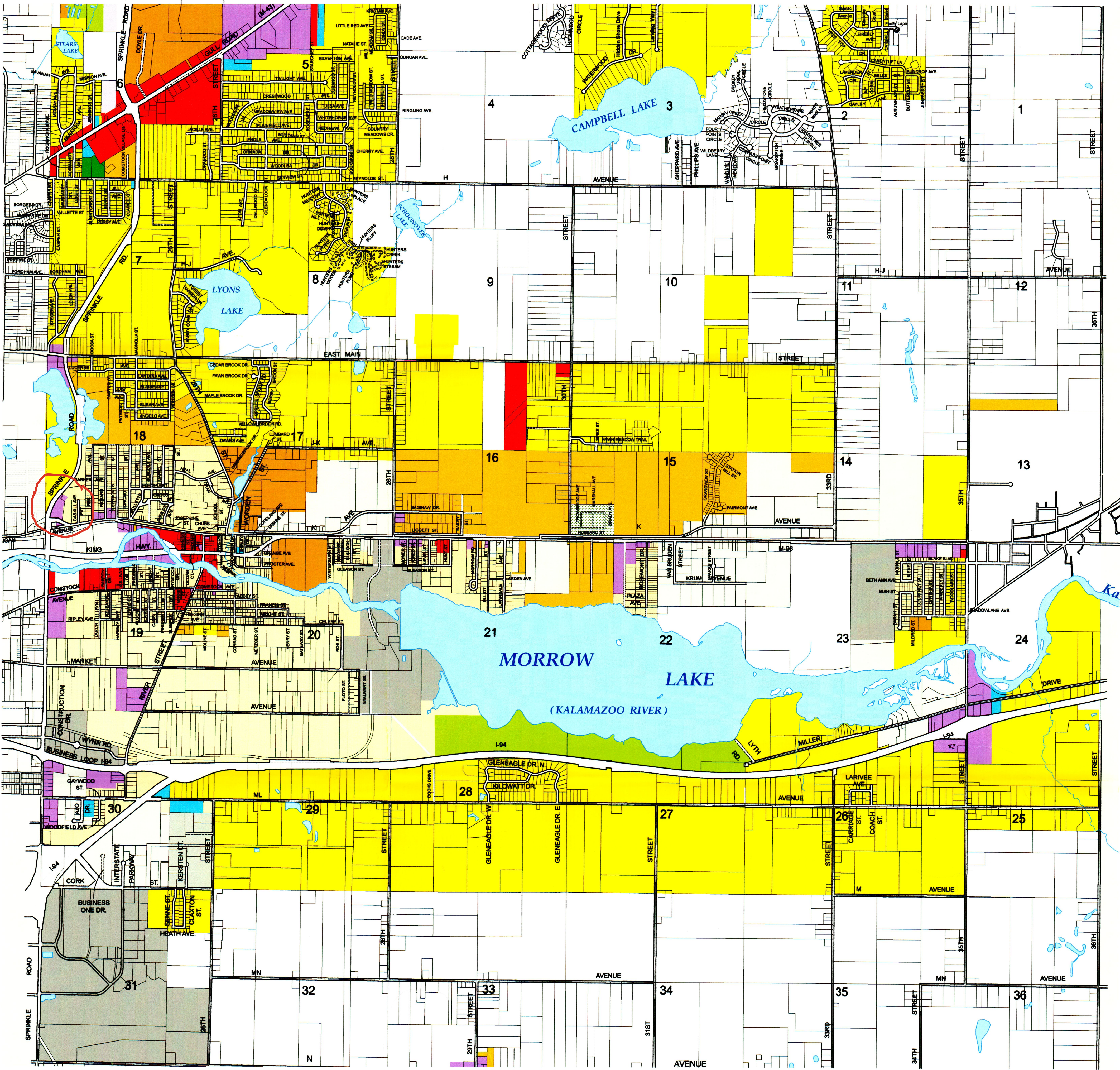


SCALE 1" = 1000'

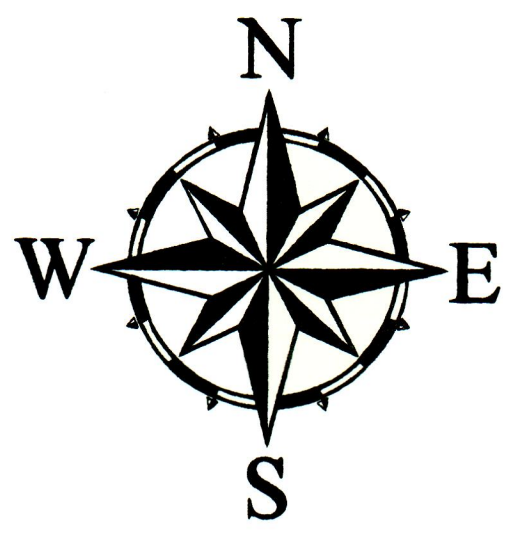
COMPILED BY:
WILKINS & WHEATON
 ENGINEERING COMPANY
 169 PORTAGE STREET
 KALAMAZOO, MICHIGAN 49007
 PHONE: (616) 345-1158

EFFECTIVE DATE OF ORDINANCE
 JANUARY 1, 1977
 BY AUTHORITY OF THE
 COMSTOCK TOWNSHIP BOARD
 REVISED: JUNE 5, 1978
 JUNE 11, 1985
 MARCH 27, 1986
 JUNE 20, 1991
 AUGUST 2, 1991
 OCTOBER 1, 1992

Charter Township of Comstock Zoning Map Kalamazoo County, Michigan



- Legend**
- AGR AGRICULTURAL RESIDENTIAL DISTRICT
 - A-H AGRICULTURAL-HORTICULTURAL DISTRICT
 - R-1A SINGLE FAMILY DISTRICT
 - R-1B SINGLE FAMILY DISTRICT
 - R-1C CLUSTER HOUSING DISTRICT
 - RM MULTIPLE FAMILY RESIDENTIAL DISTRICT
 - RMH MOBILE HOME PARK DISTRICT
 - RSM SENIOR CITIZENS MULTIPLE STORY RESIDENTIAL DISTRICT
 - O-1 OFFICE DISTRICT
 - B-1 NEIGHBORHOOD BUSINESS DISTRICT
 - B-2 COMMUNITY BUSINESS DISTRICT
 - B-3 GENERAL BUSINESS DISTRICT
 - LM LIGHT MANUFACTURING DISTRICT
 - LD RESTRICTED INDUSTRIAL DISTRICT
 - M MANUFACTURING DISTRICT
 - OW OPEN WETLANDS DISTRICT



August 10, 2006

CHARTER TOWNSHIP OF COMSTOCK

ORDINANCE NO. 567

ADOPTED: _____

EFFECTIVE DATE: _____

An Ordinance to amend the Comstock Charter Township Zoning Ordinance by rezoning certain property from split-zoned "R1-A" Single Family Residential District zoning classification and "B-3" General Business District zoning classification to all "B-3" General Business District zoning classification; to provide an effective date and to repeal all ordinances or parts of ordinances in conflict herewith.

**CHARTER TOWNSHIP OF COMSTOCK
KALAMAZOO COUNTY, MICHIGAN**

ORDAINS:

SECTION I
REZONING OF PROPERTY IN LAND SECTION 7

The Zoning Map, as incorporated by reference in the Comstock Charter Township Zoning Ordinance, is hereby amended by rezoning adjoining parcels at 1654 Leigh Avenue, tax parcel #3907-07-351-812 and 5057 East Main Street, tax parcel #3907-07-351-786, as further described herein, from split-zoned "R1-A" Single Family Residential District zoning classification and "B-3" General Business District zoning classification to all the "B-3" General Business zoning classification:

3907-07-351-812: SUPERVISOR'S PLAT OF WAVOSCO HEIGHTS LOT 83 AND W 20 FT LOT 82 EXC S 17 FT THEREOF

3907-07-351-786: SUPERVISOR'S PLAT OF WAVOSCO HEIGHTS LOTS 79, 80, 81 & 82 EXC W 20 FT LOT 82 & EXC S 17 FT LOTS 79, 80, 81 & 82

SECTION II
SEVERABILITY

Should any section, clause or provision of this Ordinance be declared unconstitutional, illegal or of no force and effect by a court of competent jurisdiction, then and in that event, such portion thereof shall not be deemed to affect the validity of any other part or portion of this Ordinance.

SECTION III
REPEAL OF CONFLICTING ORDINANCES

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION IV
EFFECTIVE DATE

This Ordinance shall take effect eight (8) days following publication after adoption.

Nicole Beauchamp, Clerk
Charter Township of Comstock



MEMO

Charter Township of Comstock Township Board April 6, 2026

From: Khayci Bryant, Planner

Re: Tim Kerney Fee Waiver Request

Applicant is requesting a fee waiver for a text amendment application.

Attachments:

[Kerney_Request One.pdf](#)



CHARTER TOWNSHIP OF COMSTOCK PLANNING & ZONING APPLICATION

Shipping: 5858 King Highway, Kal., MI 49048
Mailing: PO Box 449, Comstock MI 49041-0449
Phone: 269-381-2360 Fax: 269-381-4328

PLEASE PRINT

PROJECT NAME AND ADDRESS: N/A 5922 King Hwy

APPLICANT:

Name Timothy Kerney
Company N/A
Address 5922 king HWY strip mall entire 5 store fronts
Comstock Mi. 49048
Email [REDACTED]
Phone [REDACTED] Fax _____
Interest in the Property Owner

Township Use:
Fee:
\$ _____
Escrow:
\$ _____
Date Paid:

cash/credit card
check # _____

OWNER*:

Name _____
Company _____
Address _____

Email _____
Phone _____ Fax _____

*If different

NATURE OF REQUEST: (Please check all the appropriate item(s))

- | | |
|--|--|
| <input type="checkbox"/> Site Plan Review | <input type="checkbox"/> Rezoning |
| <input type="checkbox"/> Administrative Site Plan Review | <input type="checkbox"/> Master Plan Amendment |
| <input type="checkbox"/> Special Exception Use | <input checked="" type="checkbox"/> Text Amendment |
| <input type="checkbox"/> Site Condominium | <input type="checkbox"/> Variance |
| <input type="checkbox"/> Subdivision Plat Review | <input type="checkbox"/> Interpretation |
| <input type="checkbox"/> PUD/PURD/PMUD | <input type="checkbox"/> Planning Escrow |
| <input type="checkbox"/> Other _____ | |

BRIEFLY DESCRIBE YOUR REQUEST (Use Attachments if Necessary):

Would like to add the verbiage "Protective Services" to Business Service Establishment description.

LEGAL DESCRIPTION OF PROPERTY (Use Attachments if Necessary):

PARCEL NUMBER: 3907 - 045

ADDRESS OF PROPERTY: 5922 King HWY Comstock MI 49048

PRESENT USE OF THE PROPERTY: Store fronts Strip Mall

PRESENT ZONING: P SIZE OF PROPERTY: See attached

NAME(S) & ADDRESS(ES) OF ALL OTHER PERSONS, CORPORATIONS, OR FIRMS HAVING A LEGAL OR EQUITABLE INTEREST IN THE PROPERTY:

| Name(s) | Address(es) |
|---------|-------------|
| _____ | _____ |
| _____ | _____ |

SIGNATURES

I (we) the undersigned certify that the information contained on this application form and the required documents attached hereto are to the best of my (our) knowledge true and accurate. By submitting this Planning & Zoning Application, I (we) grant permission for Comstock Township officials and agents to enter the subject property of the applicant as part of completing the reviews necessary to process the application. I (we) as Applicant(s), understand that I (we) am responsible for the reimbursement to the Township of its actual expenses in connection with my (our) application, under the Township's Escrow Fee Policy, and I (we) agree to pay such amounts under the terms of that policy.

Timothy Kerney
Applicant's Signature

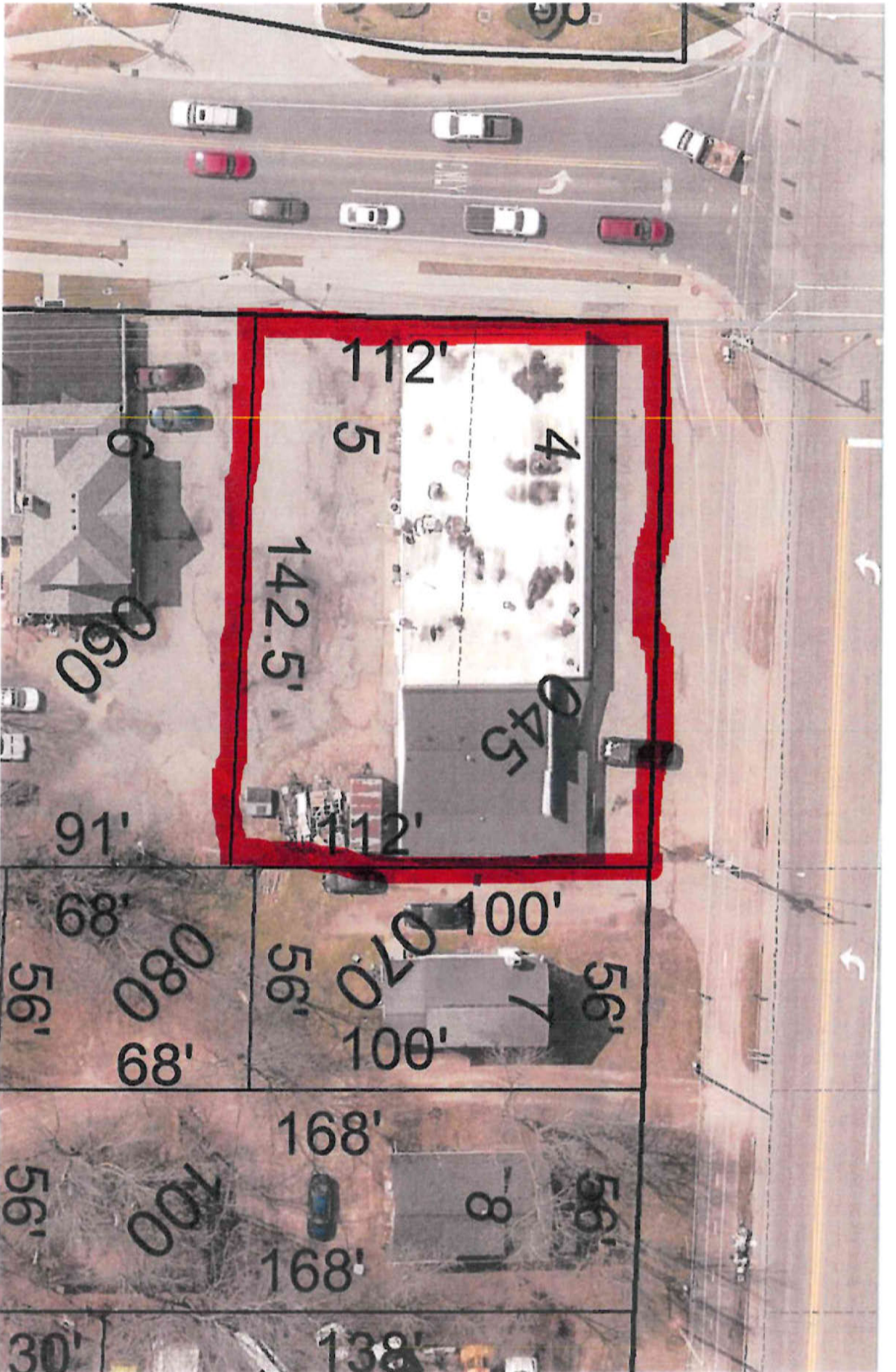
03/12/2026
Date

Owner's Signature authorizing submission of Application
(* If different from Applicant)

Date

** PLEASE ATTACH ALL REQUIRED DOCUMENTS **

- Copies to:
- Planning & Zoning - 1
- Applicant - 1
- Treasurer - 1
- Assessor - 1
- Administrative Assistant - Original



Steve Deiter,
Executive Director
Comstock Township Downside Development Authority



MEMO

Charter Township of Comstock Township Board April 6, 2026

From: Clerk Nicole Beauchamp, Township Clerk

Re: Memorial Day Parade Permit

The Parks & Rec department along with the VFW are hosting Comstock's Memorial Day parade. Township Board approval is needed to submit the application and resolution.

There should be two separate motions/votes. Recommended motion for the resolution: "I move that we approve Resolution #2026-6, MDOT Performance Resolution for Municipalities".

Recommended motion for the application: "I move that we approve the parade permits for Comstock Township and the Road Commission and allow the Parks Dept to submit them".

Attachments:

[2026-Comstock-Twp-Parade-Permit.pdf](#)

[2026-Memorial-Day-Parade-RCKC-Permit.pdf](#)

[2207B_PERFORMANCE_RESOLUTION_2026-6.pdf](#)



Parade Permit

Organization sponsoring parade: _____

Parade purpose: _____

Parade date: _____ Parade time: _____ Number of participants: _____

Proposed parade route:

Contact information of parade organizer:

Name

Phone number

Parade permit application must include an approved road closure permit from Road Commission of Kalamazoo County.

**APPLICATION AND PERMIT TO CONSTRUCT, OPERATE, USE AND/OR MAINTAIN
 WITHIN THE RIGHT-OF-WAY OF; OR TO CLOSE, A COUNTY ROAD
 APPLICATION**

An applicant is defined as an owner of property adjacent to the right-of-way, the property owner's authorized representative; or an authorized representative of a private or public utility who applies for a permit to construct, operate, use, and/or maintain a facility within the right-of-way for the purpose outlined within the application. A contractor who makes application on behalf of a property owner or utility must provide documentation of authority to apply for a permit.

| | | | |
|------------------|--|-------------------|---|
| APPLICANT | Comstock Township PO Box 449 Kalamazoo, MI 49041 Phone(s): 269-343-8212 - - - EMail: kjusta@comstockmi.gov | CONTRACTOR | VFW Post 6252 5990 E Michigan Ave Kalamazoo, MI 49001 |
|------------------|--|-------------------|---|

Applicant/Contractor request a permit for the following work within the right of way of a county road:
 Miscellaneous - Other

LOCATION: County Road Comstock Avenue Between Sprinkle Road, N And Michigan Avenue, E
 Township Comstock Twp Section _____ Side of Road _____ Property ID Memorial Day parade

DATE: Work to begin on 05/25/2026 Work to be completed by 05/25/2026

I certify and acknowledge that (1) the information contained in this application is true and correct, (2) the commencement of the work described in this application shall constitute acceptance of the permit as issued, including all terms and conditions thereof and, (3) if this permit is for commercial or residential driveway work, I am the legal owner of the property that this driveway will serve, or I am the authorized representative.

| | |
|--|---|
| Applicant's Signature: _____ Title: _____ Date: _____ | Contractor's Signature: _____ Title: _____ Date: _____ |
|--|---|

PERMIT

The term "Permit Holder" in the terms and conditions set forth on the reverse side hereof, refers to the applicant and the contractor, where applicable. By performing work under this permit, the Permit Holder acknowledges and agrees that this permit is subject to all the rules, regulations, terms and conditions set forth herein, including on the reverse side hereof. Failure to comply with any of said rules, regulations, terms and conditions shall render this permit NULL AND VOID.

| REQUIREMENTS | FEE TYPE | AMOUNT | RECEIPT NO | DATE | | | |
|---------------------|---|---------------|-------------------|-------------|----------------------------|---------------------------------------|--|
| | Letter of Credit | _____ | | | <input type="checkbox"/> Y | <input checked="" type="checkbox"/> N | |
| | Surety Bond | _____ | | | <input type="checkbox"/> Y | <input checked="" type="checkbox"/> N | |
| | Retainer Letter | | | | <input type="checkbox"/> Y | <input checked="" type="checkbox"/> N | |
| | Approved Plans on File | | | | <input type="checkbox"/> Y | <input checked="" type="checkbox"/> N | |
| | Certificate of Insurance | | | | <input type="checkbox"/> Y | <input checked="" type="checkbox"/> N | |
| | Attachments/Supplemental Specifications | | | | <input type="checkbox"/> Y | <input checked="" type="checkbox"/> N | |

OTHER REQUIREMENTS:

Permit for the annual Memorial Day Parade along Comstock Ave, River St and, Michigan Ave. Starting at Sprinkle Rd and ending at the VFW.
 All signing SHALL comply with Part 6 of the MMUTCD.
 All traffic control measures and the notification of local authorities are the responsibility of the VFW Post 6252.

Recommended for Issuance By:

 Title: _____ Date: _____

Approved By:

 Title: _____ Date: _____

TERMS AND CONDITIONS

1. **Specifications.** All work performed under this permit must be done in accordance with the application, plans, specifications, maps and statements filed with the Road Commission of Kalamazoo County ("Road Commission") and must comply with the Road Commission's current procedures and regulations on file at its offices and the current MDOT Standard Specifications for Construction, if applicable.
2. **Fees and Costs.** The Applicant/ Permit Holder shall be responsible for all costs incurred by the Road Commission relating to this Application and Permit. The Applicant/Permit Holder shall deposit estimated fees and costs, as determined by the Road Commission, prior to permit issuance/approval.
3. **Bond.** The Permit Holder shall provide a cash deposit, irrevocable letter of credit or bond in a form and amount acceptable to the Road Commission prior to permit issuance.
4. **Insurance.** The Permit Holder shall furnish proof of general liability insurance in amounts not less than \$2,000,000 each occurrence and general aggregate, proof of automobile liability in amounts not less than \$1,000,000 combined single limit for each accident, bodily injury per accident, and property damage per accident, and in an amount not less than \$500,000 for bodily injury per person. Such proof of insurance shall include a valid certificate of insurance demonstrating that the Road Commission is an additional insured party on the policy. Such insurance shall cover a period not less than the term of this permit and shall provide that it cannot be cancelled without 30 days advance written notice to the Road Commission, by certified mail, first-class, return receipt requested. This permit is invalid if insurance expires during the authorized period of work described herein.
5. **Indemnification.** In addition to any liability or obligation of the Permit Holder that may otherwise exist, Permit Holder shall, to the fullest extent permitted by law, indemnify and hold harmless the Road Commission and its commissioners, officers, agents, and employees from and against any and all claims, actions, proceedings, liabilities, losses, and damages thereof, and any and all costs and expenses, including legal fees, associated therewith which the Road Commission may sustain by reason of claims for or allegations of the negligence or violation of the terms and conditions of this permit by the Permit Holder, its officers, agents, or employees, arising out of the work which is the subject of this permit, or arising out of work not authorized by this permit, or arising out of the continued existence of the operation or facility, which is the subject of this permit.
6. **Miss Dig.** The Permit Holder must comply with the requirements of Michigan Public Act 174 of 2013, as amended. CALL MISS DIG AT (800) 482-7171 or www.missdig.org AT LEAST THREE (3) FULL WORKING DAYS, BUT NOT MORE THAN FOURTEEN (14) CALENDAR DAYS, BEFORE YOU START WORK. The Permit Holder assumes all responsibility for damage to or interruption of underground utilities.
7. **Notification of Start and Completion of Work.** The Permit Holder must notify the Road Commission at least 48 hours before starting work, when work is completed, and additionally as directed by the Road Commission.
8. **Time Restrictions.** All work shall be performed Mondays through Fridays between and unless written approval is obtained from the Road Commission, and work shall be performed only during the period set forth in this permit. Perform no work except emergency work, unless authorized by the Road Commission on Saturdays, Sundays, or from on the day proceeding until the normal starting time the day after the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.
9. **Safety.** Furnish, install and maintain all necessary traffic controls and protection during Permit Holder's operations in accordance with the Manual of Uniform Traffic Control Devices, Part 6 and any supplemental specifications set forth herein.
10. **Restoration and Repair of Road.** The construction, operation and maintenance of the activity covered by this permit shall be performed by the Permit Holder without cost to the Road Commission unless specified herein. The Permit Holder shall also be responsible for the cost of restoration and repair of the right-of-way determined by the Road Commission to be damaged as a result of the activity which is the subject of this permit. Restoration shall meet or exceed conditions when work is commenced and be in accordance with specifications. The Permit Holder shall be responsible for costs incurred by the Road Commission for emergency repairs performed by or on behalf of the Road Commission for the safety of the motoring public. Said repairs shall be performed with or without notice to the Permit Holder if immediate action is required. This determination shall be in the sole and reasonable opinion of the Road Commission.
11. **Limitation of Permit.** Issuance of this permit does not relieve Permit Holder from meeting any and all requirements of law, or of other public bodies or agencies. The Permit Holder shall be responsible for securing and shall secure any other permits or permission necessary or required by law from cities, villages, townships, corporations, property owners, or individuals for the activities hereby permitted. Any work not described by the application, including the time and place thereof, is strictly prohibited in the absence of the application for and issuance of an additional permit or amendment to this permit.
12. **Revocation of Permit.** This permit may be suspended or revoked at will, and the Permit Holder shall surrender this permit and alter, relocate or remove its facilities at its expense at the request of the Road Commission. It is understood that the rights granted herein are revocable at the will of the Road Commission and that the Permit Holder acquires no rights in the right-of-way and expressly waives any right to claim damages or compensation in case this permit is revoked.
13. **Assignability.** This permit is not assignable and not transferable unless specifically agreed to by the Road Commission in writing.
14. **Authority.** The statutory authority of the Road Commission to require compliance with permit requirements is predicated upon its jurisdictional authority and is set forth in various statutes including, without limitation and in no particular order, MCL §247.321 et seq; MCL §224.19b; MCL §560.101 et seq; and MCL §247.171 et seq.

PERFORMANCE RESOLUTION FOR MUNICIPALITIES

This Performance Resolution (Resolution) is required by the Michigan Department of Transportation for purposes of issuing to a Municipality an "Individual Permit for Use of State Highway Right of Way", and/or an "Annual Application and Permit for Miscellaneous Operations within State Highway Right of Way".

RESOLVED WHEREAS, the _____
(County, City, Village, Township, etc.)

hereinafter referred to as the "MUNICIPALITY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utilities or other facilities, or to conduct other activities, on, over, and under State Highway Right of Way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the MUNICIPALITY agrees that:

1. Each party to this *Resolution* shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this *Resolution*, as provided by law. This *Resolution* is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.
2. If any of the work performed for the MUNICIPALITY is performed by a contractor, the MUNICIPALITY shall require its contractor to hold harmless, indemnify and defend in litigation, the State of Michigan, the DEPARTMENT and their agents and employee's, against any claims for damages to public or private property and for injuries to person arising out of the performance of the work, except for claims that result from the sole negligence or willful acts of the DEPARTMENT, until the contractor achieves final acceptance of the MUNICIPALITY Failure of the MUNICIPALITY to require its contractor to indemnify the DEPARTMENT, as set forth above, shall be considered a breach of its duties to the DEPARTMENT.
3. Any work performed for the MUNICIPALITY by a contractor or subcontractor will be solely as a contractor for the MUNICIPALITY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the MUNICIPALITY, or their subcontractors or any other person not a party to the PERMIT without the DEPARTMENT'S specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the MUNICIPALITY.
4. The MUNICIPALITY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.
5. The MUNICIPALITY will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the MUNICIPALITY'S facilities according to a PERMIT issued by the DEPARTMENT.

- 6. With respect to any activities authorized by a PERMIT, when the MUNICIPALITY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.
- 7. The incorporation by the DEPARTMENT of this *Resolution* as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.
- 8. This *Resolution* shall continue in force from this date until cancelled by the MUNICIPALITY or the DEPARTMENT with no less than thirty (30) days prior written notice provided to the other party. It will not be cancelled or otherwise terminated by the MUNICIPALITY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the MUNICIPALITY.

Title and/or Name:

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by

the _____
 (Name of Board, etc.)
 of the _____ of _____
 (Name of MUNICIPALITY) (County)
 at a _____ meeting held on the _____ day
 of _____ A.D. _____.

Signed

Title

Print Signed Name



MEMO

Charter Township of Comstock Township Board April 6, 2026

From: Clerk Nicole Beauchamp, Township Clerk
Re: May 5th Election Update



MEMO

Charter Township of Comstock Township Board April 6, 2026

From: Bret Padgett

Re: Purchasing Policy

Please provide any feedback on the draft purchasing policy (to be handed out at the meeting) to the Treasurer or Finance Director by April 22 so that any needed adjustments can be made. The final draft will be provided at the April 27 meeting for adoption.



MEMO

Charter Township of Comstock Township Board April 6, 2026

From: Clerk Nicole Beauchamp, Township Clerk
Re: Police Week Resolution Discussion

Discussion presented by Treasurer Bloomfield



MEMO

**Charter Township of Comstock Township Board
April 6, 2026**

From: Trustee Bob Pratt, Trustee

Re: Planning Commission Letter



MEMO

**Charter Township of Comstock Township Board
April 6, 2026**

From: Trustee Bob Pratt, Trustee

Re: Ordinance Compliance



MEMO

**Charter Township of Comstock Township Board
April 6, 2026**

From: Scott Hess, Superintendent

Re: Superintendent Report



MEMO

Charter Township of Comstock Township Board April 6, 2026

From: Kerrie Beauchamp, Executive Assistant

Re: March 2026 Fire Report

March 2026 Incident Type Report

Attachments:

[Incident Type Report March 2026.pdf](#)



Incident Type Report - March 1, 2026 - March 31, 2026

| DISPATCH TYPE | NUMBER OF INCIDENTS |
|--|---------------------|
| Accident with Unknown Injuries | 12 |
| Brush/Grass Fire - No Exposure | 1 |
| Carbon Monoxide - No Symptoms | 1 |
| ECHO Priority Medical | 3 |
| Fire Alarm - Commercial | 5 |
| Fire Alarm - Residential | 4 |
| Known PI Accident | 10 |
| Natural Gas Leak - Inside | 3 |
| PI - Entrapment | 1 |
| Priority 1 Medical | 80 |
| Priority 2 Medical | 20 |
| Rescue-Medical Incoming Medical | 1 |
| Special Service | 30 |
| Structure Fire - Commercial/Multi-Family | 2 |
| Structure Fire - Residential | 2 |
| Unk Accident - Crash Notify | 2 |
| Vehicle Fire | 5 |
| Total | 182 |



MEMO

Charter Township of Comstock Township Board April 6, 2026

From: Kerrie Beauchamp, Executive Assistant

Re: March 2026 Fire Department Public Relations Report

Attachments:

[PR EVENT REPORT - March 2026.pdf](#)



Fire Department Public Relations Events March 2026



| Event Details | Date of Event | Smoke Alarms Installed | CO Alarms Installed | Duration (Hours) | Number in attendance | Number of Personnel |
|-------------------------------------|---------------|------------------------|---------------------|------------------|----------------------|---------------------|
| SMOKE/CO ALARMS INSTALLATION | | | | | | |
| Midway Ave | 3/7/2026 | 7 | 3 | 1 | N/A | 2 |
| Casper Street | 3/14/2026 | 2 | 1 | 1 | N/A | 3 |
| Worden Street | 3/14/2026 | 5 | 1 | 1 | N/A | 3 |
| Packard Street | 3/23/2026 | 1 | 0 | 1 | N/A | 2 |
| TOTAL: | | 15 | 5 | 4 | N/A | 10 |

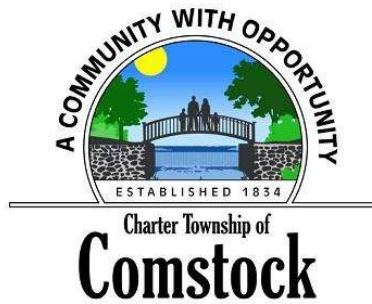
| | | | | | | |
|---------------------------------|--|------------|------------|----------|----------|----------|
| COMMUNITY HANDS ONLY CPR | | | | | | |
| TOTAL: | | N/A | N/A | 0 | 0 | 0 |

| | | | | | | |
|--------------------|--|------------|------------|----------|----------|----------|
| CPR CLASSES | | | | | | |
| TOTAL: | | N/A | N/A | 0 | 0 | 0 |

| | | | | | | |
|--------------------------|-----------|-----|-----|-------------|----------|----------|
| OTHER ACTIVITIES: | | | | | | |
| Station 9-1 Tour | 3/22/2026 | N/A | N/A | 0.5 | 4 | 3 |
| TOTAL: | | | | 0.50 | 4 | 3 |

| | | | | | | |
|-------------------------------------|-----------|-----|-----|-------------|----------|----------|
| CAR SEAT INSTALLATION/EVENTS | | | | | | |
| Car Seat Install @ 9-1 | 3/17/2026 | N/A | N/A | 1 | 3 | 2 |
| Car Seat Install @ 9-1 | 3/24/2026 | N/A | N/A | 1 | 1 | 1 |
| Car Seat Install @ 9-1 | 3/27/2026 | N/A | N/A | 1 | 2 | 2 |
| TOTAL: | | | | 3.00 | 6 | 5 |

| | | | | | | |
|----------------------|--|-----------|----------|-------------|-----------|-----------|
| ADDRESS SIGNS | | | | | | |
| TOTAL: | | | | | | |
| TOTAL: | | 15 | 5 | 7.50 | 10 | 18 |



MEMO

Charter Township of Comstock Township Board April 6, 2026

From: Clerk Nicole Beauchamp, Township Clerk

Re: March 2026 KABA Reports

Attachments:

[Comstock Township March 2026 Commercial Permit List.pdf](#)

[Comstock Township March 2026 Residential Permit List.pdf](#)

[Comstock Township March 2026 Special Permit \(Property Maintenance\).pdf](#)

[March 2026 & YTD Permits & Revenue by Jurisdiction.pdf](#)

Com Building

| Permit # | Job Address | Parcel Number | Owner | Contractor | Issue Date | Fee Total | Const. Value |
|---|---------------------|---------------|---------------------|----------------------|------------|------------|--------------|
| PB26-07-051 | 5570 GULL RD | 07-06-405-018 | SMART STORAGE COMS | Disanto Building Cor | 03/09/2026 | \$1,597.00 | \$409,500 |
| Work Description: Construction of engineered steel buildings D(100X10), E (40X140), F (40X160) per site plan for mini storage use per plans. | | | | | | | |
| PB26-07-056 | 2351 S SPRINKLE RD | 07-30-156-045 | MEINEKE MIDWEST DI | Roadhouse Sign Shop | 03/09/2026 | \$108.00 | \$0 |
| Work Description: Install sign package per plans. | | | | | | | |
| REQUIRED INSPECTIONS: 1. FINAL | | | | | | | |
| PB26-07-065 | 5903 GULL RD | 07-06-270-036 | GULL ROAD EQUITY PA | Sign Art, Inc. | 03/11/2026 | \$108.00 | \$0 |
| Work Description: Internally illuminated wall mount channel letter sign per plans. | | | | | | | |
| REQUIRED INSPECTIONS 1. FINAL | | | | | | | |
| PB26-07-090 | 5570 GULL RD | 07-06-405-018 | SMART STORAGE COMS | | 03/18/2026 | \$108.00 | \$0 |
| Work Description: install 2 new pole signs on existing poles per plans. | | | | | | | |
| PB26-07-091 | 8300 E MICHIGAN AVE | 07-22-126-026 | SJ Properties LLC | | 03/11/2026 | \$182.00 | \$0 |
| Work Description: Interior office remodel/alteration creating additional offices in existing office space, add windows and new siding per plans. | | | | | | | |
| No change of occupancy or occupant load. | | | | | | | |
| REQUIRED INSPECTIONS 1. FRAMING 2. FINAL | | | | | | | |

Total Permits For Type: 5

Total Fees For Type: \$2,103.00 75

Total Const. Value For Type: \$409,500

Res Building

| Permit # | Job Address | Parcel Number | Owner | Contractor | Issue Date | Fee Total | Const. Value |
|---|--------------|---------------|------------|----------------|------------|-----------|--------------|
| PB26-07-079 | 5300 GULL RD | 07-06-380-026 | MENARD INC | Richard Tapper | 03/17/2026 | \$108.00 | \$0 |
| Work Description: 20'x40' temporary tent for fireworks sales with 8' x 40' fireproof storage unit for dates 06/08/26-07/17/26. Generator to be grounded in accordance with 2023 NEC | | | | | | | |

Total Permits For Type: 1

Total Fees For Type: \$108.00

Total Const. Value For Type: \$0

Report Summary

Population: All Records
 Permit.DateIssued Between
 3/1/2026 12:00:00 AM AND
 3/31/2026 11:59:59 PM AND
 Permit.BasicUsage = Commercial
 AND
 GovernmentUnitList.UnitCode =
 7
 AND
 Permit.PermitType = Building OR
 Permit.PermitType = Com
 Building OR

Grand Total Fees: \$2,211.00

Grand Total Permits: 6

Grand Total Const. Value: \$409,500

Res Building

| Permit # | Job Address | Parcel Number | Owner | Contractor | Issue Date | Fee Total | Const. Value |
|--|----------------------|---------------|----------------------|----------------------|------------|-----------|--------------|
| PB26-07-078 | 891 N 35TH ST | 07-13-155-065 | SLATER JOSHUA & ANG | Foundation Systems c | 03/03/2026 | \$182.00 | \$0 |
| <p>Work Description: Install helical foundation piers per plans.</p> <p>REQUIRED INSPECTIONS: 1. FOOTING 2. FINAL</p> | | | | | | | |
| PB26-07-082 | 5986 ABBEY ST | 07-19-290-780 | CLELAND ARNOLD B | JM All Trades Constr | 03/24/2026 | \$278.00 | \$0 |
| <p>Work Description: Rebuild approx 30 of exterior wall and entire roof due to tree damage.</p> <p>NOTE: FRAMING COMPLETED PRIOR TO PERMIT BEING ISSUED.</p> | | | | | | | |
| PB26-07-089 | 2662 WILD COYOTE TRL | 07-12-281-110 | SHERK JOSHUA D & STE | Hometown Pools | 03/25/2026 | \$161.00 | \$0 |
| <p>Work Description: New 18' x 36' inground swimming pool to replace same dimension above ground pool, per plans.</p> <p>Pool to include auto safety cover to satisfy barrier requirements.</p> | | | | | | | |
| PB26-07-092 | 8894 MARSH CREEK CIR | 07-03-435-220 | HOLTZ MELISSA A & SH | Locey Pool | 03/19/2026 | \$161.00 | \$0 |
| <p>Work Description: install fiberglass inground pool with automatic safety cover per plans.</p> | | | | | | | |
| PB26-07-100 | 102 N 30TH ST Lot 44 | 07-15-355-011 | MORROW CROSSING LL | Derek Betts | 03/17/2026 | \$108.00 | \$90,379 |
| <p>Work Description: New 15' x 72' 3 bed 2 bath HUD home on existing foundation per plans.</p> <p>REQUIRED INSPECTIONS: 1. FINAL</p> | | | | | | | |
| PB26-07-101 | 102 N 30TH ST Lot 52 | 07-15-355-011 | MORROW CROSSING LL | Derek Betts | 03/17/2026 | \$108.00 | \$90,379 |
| <p>Work Description: New 15' x 72' 3 bed 2 bath HUD home on existing foundation per plans.</p> <p>REQUIRED INSPECTIONS: 1. FINAL</p> | | | | | | | |

| | | | | | | | |
|--|-----------------------|---------------|---------------------|----------------------|------------|----------|----------|
| PB26-07-102 | 102 N 30TH ST Lot 53 | 07-15-355-011 | MORROW CROSSING LL | Derek Betts | 03/17/2026 | \$108.00 | \$90,379 |
| Work Description: New 15' x 72' 3 bed 2 bath HUD home on existing foundation per plans. | | | | | | | |
| REQUIRED INSPECTIONS: | | | | | | | |
| 1. FINAL | | | | | | | |
| PB26-07-107 | 4013 BROKEN RIDGE CIR | 07-03-435-140 | VANMIDDLESWORTH E | Hometown Pools | 03/25/2026 | \$161.00 | \$0 |
| Work Description: New 18' x 36' inground swimming pool per plans. | | | | | | | |
| PB26-07-108 | 1353 N 30TH ST | 07-16-226-130 | KLUSMAN THOMAS & JI | J & B West Enterpris | 03/23/2026 | \$182.00 | \$0 |
| Work Description: Re-roof w/ decking | | | | | | | |

Total Permits For Type: 9

Total Fees For Type: \$1,449.00

Total Const. Value For Type: \$271,137

Report Summary

Population: All Records

Permit.DateIssued Between
3/1/2026 12:00:00 AM AND
3/31/2026 11:59:59 PM AND

Permit.BasicUsage = Residential
AND

GovernmentUnitList.UnitCode =
7

AND

Permit.PermitType = Building OR

Permit.PermitType = Com

Building OR

Grand Total Fees: \$1,449.00

Grand Total Permits: 9

Grand Total Const. Value: \$271,137

Property Maintenance Inspections

Comstock

04/01/2026

Special Permit

| Permit # | Job Address | Parcel Number | Owner | Contractor | Date Entere | Fee Total Due |
|---|-------------------|------------------------------|-----------------|------------|-------------|---------------|
| PS26-07-023 | 5165 WILLETTE AVE | 07-07-105-160 | MADISON MELISSA | | 03/16/2026 | <u>100.00</u> |
| Work Description: Property maintenance request from Comstock | | | | | | |
| Property Maintenance Inspectio | | Completed: <u>03/18/2026</u> | | | | |

Total Permits: 1

Total Fees Due: \$100.00

Population: All Records

Permit.PermitType = Special Permit AND

GovernmentUnitList.UnitCode = 7 AND

Permit.Status = HOLD (FEE) AND

Permit.Category = Jurisdiction Request AND

Inspection.DateTimeCompleted in <Previous month> [03/01/26 - 03/31/26]

2026 MONTHLY PERMITS BY JURISDICTION

MONTH OF MARCH 2026

| JURISDICTION | PERMIT CATEGORY | # PERMITS | PERMIT REVENUE |
|-------------------------------|------------------------|------------|---------------------|
| COMSTOCK | BUILDING | 15 | 3,660.00 |
| COMSTOCK | ELECTRICAL | 13 | 2,255.00 |
| COMSTOCK | MECHANICAL | 15 | 8,463.00 |
| COMSTOCK | PLUMBING | 10 | 1,514.00 |
| COMSTOCK | SPECIAL - JURISDICTION | 1 | 100.00 |
| COMSTOCK | SPECIAL - HOMEOWNER | 0 | - |
| TOTAL COMSTOCK | | 54 | \$ 15,992.00 |
| KALAMAZOO | BUILDING | 10 | 3,505.00 |
| KALAMAZOO | ELECTRICAL | 17 | 3,280.00 |
| KALAMAZOO | MECHANICAL | 24 | 3,420.00 |
| KALAMAZOO | PLUMBING | 8 | 1,158.00 |
| KALAMAZOO | SPECIAL - JURISDICTION | 5 | 550.00 |
| KALAMAZOO | SPECIAL - HOMEOWNER | 3 | 220.00 |
| TOTAL KALAMAZOO | | 67 | \$ 12,133.00 |
| PARCHMENT | BUILDING | 0 | - |
| PARCHMENT | ELECTRICAL | 1 | 126.00 |
| PARCHMENT | MECHANICAL | 3 | 372.00 |
| PARCHMENT | PLUMBING | 1 | 210.00 |
| PARCHMENT | SPECIAL - JURISDICTION | 0 | - |
| PARCHMENT | SPECIAL - HOMEOWNER | 0 | - |
| TOTAL PARCHMENT | | 5 | \$ 708.00 |
| PINE GROVE | BUILDING | 3 | 1,883.00 |
| PINE GROVE | ELECTRICAL | 1 | 120.00 |
| PINE GROVE | MECHANICAL | 1 | 199.65 |
| PINE GROVE | PLUMBING | 2 | 398.00 |
| PINE GROVE | SPECIAL - JURISDICTION | 0 | - |
| PINE GROVE | SPECIAL - HOMEOWNER | 0 | - |
| TOTAL PINE GROVE | | 7 | \$ 2,600.65 |
| RICHLAND | BUILDING | 6 | 3,568.00 |
| RICHLAND | ELECTRICAL | 13 | 2,950.00 |
| RICHLAND | MECHANICAL | 10 | 2,172.00 |
| RICHLAND | PLUMBING | 14 | 3,384.00 |
| RICHLAND | SPECIAL - JURISDICTION | 0 | - |
| RICHLAND | SPECIAL - HOMEOWNER | 0 | - |
| TOTAL RICHLAND | | 43 | \$ 12,074.00 |
| RICHLAND VILLAGE | BUILDING | 1 | 108.00 |
| RICHLAND VILLAGE | ELECTRICAL | 1 | 211.00 |
| RICHLAND VILLAGE | MECHANICAL | 0 | - |
| RICHLAND VILLAGE | PLUMBING | 0 | - |
| RICHLAND VILLAGE | SPECIAL - JURISDICTION | 0 | - |
| RICHLAND VILLAGE | SPECIAL - HOMEOWNER | 0 | - |
| TOTAL RICHLAND VILLAGE | | 2 | \$ 319.00 |
| TOTAL | | 178 | \$ 43,826.65 |

| REVENUE | REVENUE |
|---------------------|--------------------------|
| MARCH 2025 | % PREV YEAR MONTH |
| \$ 56,291.30 | 77.9% |

| PERMITS | PERMITS |
|-------------------|--------------------------|
| MARCH 2025 | % PREV YEAR MONTH |
| 212 | 84.0% |

2026 MONTHLY PERMITS BY JURISDICTION

YEAR TO DATE AS OF: MARCH 2026

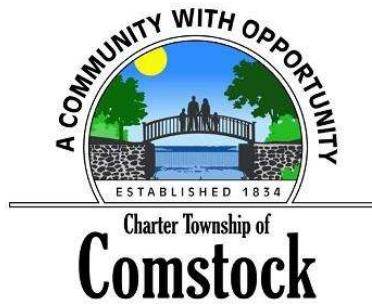
| JURISDICTION | PERMIT CATEGORY | # PERMITS | PERMIT REVENUE |
|-------------------------------|------------------------|------------|---------------------|
| COMSTOCK | BUILDING | 31 | 6,831.00 |
| COMSTOCK | ELECTRICAL | 35 | 6,022.00 |
| COMSTOCK | MECHANICAL | 55 | 16,118.00 |
| COMSTOCK | PLUMBING | 22 | 3,444.00 |
| COMSTOCK | SPECIAL - JURISDICTION | 7 | 650.00 |
| COMSTOCK | SPECIAL - HOMEOWNER | 0 | - |
| TOTAL COMSTOCK | | 150 | \$ 33,065.00 |
| KALAMAZOO | BUILDING | 36 | 8,229.00 |
| KALAMAZOO | ELECTRICAL | 47 | 9,155.00 |
| KALAMAZOO | MECHANICAL | 73 | 11,985.00 |
| KALAMAZOO | PLUMBING | 29 | 4,457.00 |
| KALAMAZOO | SPECIAL - JURISDICTION | 14 | 1,400.00 |
| KALAMAZOO | SPECIAL - HOMEOWNER | 12 | 800.00 |
| TOTAL KALAMAZOO | | 211 | \$ 36,026.00 |
| PARCHMENT | BUILDING | 2 | 290.00 |
| PARCHMENT | ELECTRICAL | 1 | 126.00 |
| PARCHMENT | MECHANICAL | 9 | 1,448.00 |
| PARCHMENT | PLUMBING | 1 | 210.00 |
| PARCHMENT | SPECIAL - JURISDICTION | 3 | 400.00 |
| PARCHMENT | SPECIAL - HOMEOWNER | 0 | - |
| TOTAL PARCHMENT | | 16 | \$ 2,474.00 |
| PINE GROVE | BUILDING | 3 | 1,883.00 |
| PINE GROVE | ELECTRICAL | 6 | 1,103.00 |
| PINE GROVE | MECHANICAL | 7 | 1,351.65 |
| PINE GROVE | PLUMBING | 6 | 1,098.00 |
| PINE GROVE | SPECIAL - JURISDICTION | 0 | - |
| PINE GROVE | SPECIAL - HOMEOWNER | 0 | - |
| TOTAL PINE GROVE | | 22 | \$ 5,435.65 |
| RICHLAND | BUILDING | 22 | 12,731.00 |
| RICHLAND | ELECTRICAL | 37 | 8,921.00 |
| RICHLAND | MECHANICAL | 49 | 9,070.00 |
| RICHLAND | PLUMBING | 35 | 8,128.00 |
| RICHLAND | SPECIAL - JURISDICTION | 2 | 200.00 |
| RICHLAND | SPECIAL - HOMEOWNER | 0 | - |
| TOTAL RICHLAND | | 145 | \$ 39,050.00 |
| RICHLAND VILLAGE | BUILDING | 3 | 521.00 |
| RICHLAND VILLAGE | ELECTRICAL | 5 | 969.00 |
| RICHLAND VILLAGE | MECHANICAL | 8 | 1,191.00 |
| RICHLAND VILLAGE | PLUMBING | 2 | 380.00 |
| RICHLAND VILLAGE | SPECIAL - JURISDICTION | 0 | - |
| RICHLAND VILLAGE | SPECIAL - HOMEOWNER | 0 | - |
| TOTAL RICHLAND VILLAGE | | 18 | \$ 3,061.00 |
| TOTAL KABA | YTD | 562 | 119,111.65 |

| REVENUE | REVENUE |
|----------------------|--------------|
| YTD - MARCH 2025 | % 2025 - YTD |
| \$ 154,774.60 | 77.0% |

| REVENUE |
|-------------------|
| % 2026 YTD BUDGET |
| 59% |

| PERMITS | PERMITS |
|------------------|--------------|
| YTD - MARCH 2025 | % 2025 - YTD |
| 637 | 88.2% |

| 2026 MONTHLY CUMULATIVE TOTALS | | | |
|--------------------------------|-----------|-------------------|--------------|
| # PERMITS | REVENUE | | |
| 187 | \$ | 37,595.00 | JAN |
| 197 | \$ | 37,690.00 | FEB |
| 178 | \$ | 43,826.65 | MAR |
| - | \$ | - | APR |
| - | \$ | - | MAY |
| - | \$ | - | JUN |
| - | \$ | - | JUL |
| - | \$ | - | AUG |
| - | \$ | - | SEP |
| - | \$ | - | OCT |
| - | \$ | - | NOV |
| - | \$ | - | DEC |
| 562 | \$ | 119,111.65 | TOTAL |



MEMO

Charter Township of Comstock Township Board April 6, 2026

From: Nicole Shook, Clerk Assistant/Deputy Clerk
Re: Bills Paid: March 26- April 2, 2026

Please see attached.

Attachments:
[Bills Paid March 26- April 2 2026.pdf](#)

INVOICE DISTRIBUTION REPORT FOR CHARTER TOWNSHIP OF COMSTOCK

EXP CHECK RUN DATES 03/26/2026 - 04/02/2026

POSTED AND UNPOSTED OPEN AND PAID

BANK ACCOUNTS: GEN - GENERAL (COMMON) DISBURSEMENTS - CHECK TYPE: PAPER CHECK

| GL Number | Invoice Line Desc | Vendor Name | Invoice Description | Amount | Check Number |
|--|----------------------------|----------------------------|---------------------------------------|-----------|--------------|
| Fund: 101 GENERAL FUND | | | | | |
| Department: 000 GENERAL | | | | | |
| 101-000-123.000 | PREPAID EXPENSES | QUADIENT LEASING USA, INC. | LEASE PAYMENT | 725.94 | 164500 |
| 101-000-231.000 | PAYROLL DEDUCTIONS (AFLAC) | COMBINED INSURANCE | MONTHLY PREMIUM: MARCH 02, 2026 | 748.15 | 164475 |
| 101-000-733.000 | SUPPLIES/EQUIPMENT - FACIL | CINTAS | FIRST AID/ MED SUPPLIES | 7.53 | 164473 |
| 101-000-801.000 | CONTRACTED SERVICES | CINTAS CORP | MAT REPLACEMENTS | 181.25 | 164474 |
| 101-000-801.000 | CONTRACTED SERVICES | EPS SECURITY | ACCESS CONTROL INSTALLED-TWP | 1,087.50 | 164482 |
| 101-000-801.000 | CONTRACTED SERVICES | EPS SECURITY | ACCESS CONTTROL PANEL-TWP | 2,437.50 | 164482 |
| 101-000-801.000 | CONTRACTED SERVICES | EPS SECURITY | LABOR AND MATERIAL | 1,189.26 | 164482 |
| 101-000-801.000 | CONTRACTED SERVICES | EPS SECURITY | RECURRING SERVICES-TWP | 41.13 | 164482 |
| 101-000-801.000 | CONTRACTED SERVICES | EPS SECURITY | RECURRING SERVICES-TWP | 27.42 | 164482 |
| 101-000-801.000 | CONTRACTED SERVICES | MOLLY MAID | OFFICE CLEANING | 380.00 | 164496 |
| 101-000-801.000 | CONTRACTED SERVICES | SKILLQUEST | 10 PANEL | 45.00 | 164522 |
| 101-000-801.000 | CONTRACTED SERVICES | MOLLY MAID | OFFICE CLEANING | 190.00 | 164519 |
| 101-000-801.000 | CONTRACTED SERVICES | EPS SECURITY | ALARM SYSTEM MONITORING- TWP | 273.18 | 164514 |
| 101-000-804.000 | LEGAL SERVICES | BAUCKHAM, THALL, SEEBER, | PROFESSIONAL SERVICES | 6,537.70 | 164468 |
| 101-000-806.000 | ENGINEERING SERVICES | PREIN & NEWHOF | PROFESSIONAL SERVICES MARCH | 1,392.75 | 164499 |
| 101-000-815.000 | TECHNOLOGY SERVICES | METRONET | FIBER INTERNET | 437.70 | 164495 |
| 101-000-815.000 | TECHNOLOGY SERVICES | HI-TECH | ANNUAL RENEWAL SSL VPN | 140.00 | 164515 |
| 101-000-815.000 | TECHNOLOGY SERVICES | HI-TECH | ZULTYS PREMIUM USER LICENSE- TWP | 446.00 | 164515 |
| 101-000-815.000 | TECHNOLOGY SERVICES | HI-TECH | WINDOWS SERVER IT MANAGED SERVICES | 950.00 | 164515 |
| 101-000-815.000 | TECHNOLOGY SERVICES | CIVICPLUS | MUNICODE CODIFICATION ADMINISTRATIVE | 385.88 | 164511 |
| 101-000-961.000 | MEMBERSHIPS | MTA KALAMAZOO COUNTY CHAPT | 2026 ANNUAL CHAPTER DUES | 323.17 | 164497 |
| Total Department 000 GENERAL | | | | 17,947.06 | |
| Department: 171 SUPERVISOR | | | | | |
| 101-171-804.000 | LEGAL SERVICES | BAUCKHAM, THALL, SEEBER, | PROFESSIONAL SERVICES | 375.00 | 164468 |
| Total Department 171 SUPERVISOR | | | | 375.00 | |
| Department: 172 ADMINISTRATIVE SERVICES | | | | | |
| 101-172-725.000 | FRINGE BENEFITS - ADMIN | BLUE CARE NETWORK OF MICH | HEALTH INSURANCE PREIUM FOR: 04/01/20 | 97.58 | 164469 |
| 101-172-725.000 | FRINGE BENEFITS - ADMIN | MEDMUTUAL LIFE | LIFE INSURANCE PERIOD 04/01/2026- 05/ | 25.89 | 164493 |
| 101-172-725.000 | FRINGE BENEFITS - ADMIN | MEDMUTUAL LIFE | LIFE INSURANCE PERIOD 03/01/2026- 04/ | 51.78 | 164493 |
| 101-172-725.000 | FRINGE BENEFITS - ADMIN | MUTUAL OF OMAHA | STD-LTD FOR PERIOD 04/01/2026-04/30/2 | 27.50 | 164520 |
| 101-172-804.000 | LEGAL SERVICES | BAUCKHAM, THALL, SEEBER, | PROFESSIONAL SERVICES | 175.00 | 164468 |
| Total Department 172 ADMINISTRATIVE SERVICES | | | | 377.75 | |
| Department: 209 FINANCE DEPARTMENT | | | | | |
| 101-209-725.000 | FRINGE BENEFITS - FINANCE | MEDMUTUAL LIFE | LIFE INSURANCE PERIOD 04/01/2026- 05/ | 11.61 | 164493 |
| 101-209-725.000 | FRINGE BENEFITS - FINANCE | MEDMUTUAL LIFE | LIFE INSURANCE PERIOD 03/01/2026- 04/ | 11.61 | 164493 |
| 101-209-725.000 | FRINGE BENEFITS - FINANCE | MUTUAL OF OMAHA | STD-LTD FOR PERIOD 04/01/2026-04/30/2 | 73.52 | 164520 |
| Total Department 209 FINANCE DEPARTMENT | | | | 96.74 | |
| Department: 215 CLERK'S DEPARTMENT | | | | | |
| 101-215-725.000 | FRINGE BENEFITS - CLERK | BLUE CARE NETWORK OF MICH | HEALTH INSURANCE PREIUM FOR: 04/01/20 | 2,283.75 | 164469 |
| 101-215-725.000 | FRINGE BENEFITS - CLERK | MEDMUTUAL LIFE | LIFE INSURANCE PERIOD 04/01/2026- 05/ | 17.43 | 164493 |
| 101-215-725.000 | FRINGE BENEFITS - CLERK | MEDMUTUAL LIFE | LIFE INSURANCE PERIOD 03/01/2026- 04/ | 17.43 | 164493 |
| 101-215-725.000 | FRINGE BENEFITS - CLERK | MUTUAL OF OMAHA | STD-LTD FOR PERIOD 04/01/2026-04/30/2 | 121.02 | 164520 |
| 101-215-804.000 | LEGAL SERVICES | BAUCKHAM, THALL, SEEBER, | PROFESSIONAL SERVICES | 125.00 | 164468 |
| Total Department 215 CLERK'S DEPARTMENT | | | | 2,564.63 | |
| Department: 253 TREASURER | | | | | |
| 101-253-731.000 | SUPPLIES/EQUIPMENT - OPERA | RJ'S PRINTING INC | TAX PAPER AND ENVELOPES | 4,318.56 | 164502 |

INVOICE DISTRIBUTION REPORT FOR CHARTER TOWNSHIP OF COMSTOCK

EXP CHECK RUN DATES 03/26/2026 - 04/02/2026

POSTED AND UNPOSTED OPEN AND PAID

BANK ACCOUNTS: GEN - GENERAL (COMMON) DISBURSEMENTS - CHECK TYPE: PAPER CHECK

| GL Number | Invoice Line Desc | Vendor Name | Invoice Description | Amount | Check Number |
|--|-----------------------------|--------------------------------------|---|---|------------------|
| Fund: 101 GENERAL FUND | | | | | |
| Department: 253 TREASURER | | | | | |
| 101-253-804.000 | LEGAL SERVICES | BAUCKHAM, THALL, SEEBER, | PROFESSIONAL SERVICES | 225.00 | 164468 |
| | | | | <u>Total Department 253 TREASURER</u> | <u>4,543.56</u> |
| Department: 257 ASSESSING | | | | | |
| 101-257-801.000 | CONTRACTED SERVICES | APPRAISALS PLUS GROUP LLC | MONTHLY ASSESSING SERVICES APRIL 2026 | 9,000.00 | 164510 |
| | | | | <u>Total Department 257 ASSESSING</u> | <u>9,000.00</u> |
| Department: 262 ELECTIONS | | | | | |
| 101-262-731.000 | SUPPLIES/EQUIPMENT - OPERA | ELECTION SYSTEMS & SOFTWARE | LICENSE & MAINTENANCE | 3,820.00 | 164479 |
| | | | | <u>Total Department 262 ELECTIONS</u> | <u>3,820.00</u> |
| Department: 265 MAINTENANCE | | | | | |
| 101-265-725.000 | FRINGE BENEFITS - MAINTENA | BLUE CARE NETWORK OF MICHIGAN | HEALTH INSURANCE PREMIUM FOR: 04/01/2026-05/01/2026 | 2,316.53 | 164469 |
| 101-265-725.000 | FRINGE BENEFITS - MAINTENA | MEDMUTUAL LIFE | LIFE INSURANCE PERIOD 04/01/2026-05/01/2026 | 38.43 | 164493 |
| 101-265-725.000 | FRINGE BENEFITS - MAINTENA | MEDMUTUAL LIFE | LIFE INSURANCE PERIOD 03/01/2026-04/01/2026 | 38.43 | 164493 |
| 101-265-725.000 | FRINGE BENEFITS - MAINTENA | MUTUAL OF OMAHA | STD-LTD FOR PERIOD 04/01/2026-04/30/2026 | 57.67 | 164520 |
| 101-265-925.000 | UTILITIES | CITY OF KALAMAZOO TREASURY | WATER/SEWER- 5242 AZO DR | 95.11 | 164487 |
| | | | | <u>Total Department 265 MAINTENANCE</u> | <u>2,546.17</u> |
| Department: 301 ORDINANCE ENFORCEMENT | | | | | |
| 101-301-725.000 | FRINGE BENEFITS - ORDINANCE | BLUE CARE NETWORK OF MICHIGAN | HEALTH INSURANCE PREMIUM FOR: 04/01/2026-05/01/2026 | 1,552.11 | 164469 |
| 101-301-725.000 | FRINGE BENEFITS - ORDINANCE | MEDMUTUAL LIFE | LIFE INSURANCE PERIOD 04/01/2026-05/01/2026 | 5.04 | 164493 |
| 101-301-725.000 | FRINGE BENEFITS - ORDINANCE | MEDMUTUAL LIFE | LIFE INSURANCE PERIOD 03/01/2026-04/01/2026 | 5.04 | 164493 |
| 101-301-725.000 | FRINGE BENEFITS - ORDINANCE | MUTUAL OF OMAHA | STD-LTD FOR PERIOD 04/01/2026-04/30/2026 | 62.17 | 164520 |
| 101-301-804.000 | LEGAL SERVICES | BAUCKHAM, THALL, SEEBER, | PROFESSIONAL SERVICES | 1,308.80 | 164468 |
| | | | | <u>Total Department 301 ORDINANCE ENFORCEMENT</u> | <u>2,933.16</u> |
| Department: 528 RUBBISH COLLECTION/DISPOSAL | | | | | |
| 101-528-801.000 | CONTRACTED SERVICES | KCH&CS | HHW ANNUAL OPERATION COSTS 2026 | 15,360.00 | 164490 |
| | | | | <u>Total Department 528 RUBBISH COLLECTION/DISPOSAL</u> | <u>15,360.00</u> |
| Department: 567 CEMETERIES | | | | | |
| 101-567-925.000 | UTILITIES | CITY OF KALAMAZOO TREASURY | WATER/SEWER- 5900 ORAN | 82.14 | 164487 |
| 101-567-930.000 | LAND/BUILDING REPAIRS AND | CD LAWN MAINTENANCE | HEAD STONE REPAIR | 375.00 | 164471 |
| | | | | <u>Total Department 567 CEMETERIES</u> | <u>457.14</u> |
| Department: 703 COMMUNITY DEVELOPMENT | | | | | |
| 101-703-725.000 | FRINGE BENEFITS - PLANNING | BLUE CARE NETWORK OF MICHIGAN | HEALTH INSURANCE PREMIUM FOR: 04/01/2026-05/01/2026 | 413.56 | 164469 |
| 101-703-725.000 | FRINGE BENEFITS - PLANNING | MEDMUTUAL LIFE | LIFE INSURANCE PERIOD 04/01/2026-05/01/2026 | 4.56 | 164493 |
| 101-703-725.000 | FRINGE BENEFITS - PLANNING | MEDMUTUAL LIFE | LIFE INSURANCE PERIOD 03/01/2026-04/01/2026 | 4.56 | 164493 |
| 101-703-725.000 | FRINGE BENEFITS - PLANNING | MUTUAL OF OMAHA | STD-LTD FOR PERIOD 04/01/2026-04/30/2026 | 81.98 | 164520 |
| 101-703-801.000 | CONTRACTED SERVICES | MCKENNA | PROFESSIONAL SERVICES 02/01/2026-02/01/2026 | 2,846.50 | 164492 |
| 101-703-804.000 | LEGAL SERVICES | BAUCKHAM, THALL, SEEBER, | PROFESSIONAL SERVICES | 2,485.40 | 164468 |
| | | | | <u>Total Department 703 COMMUNITY DEVELOPMENT</u> | <u>5,836.56</u> |
| Department: 751 PARKS & RECREATION DEPARTMENT | | | | | |
| 101-751-725.000 | FRINGE BENEFITS - PARKS & | BLUE CARE NETWORK OF MICHIGAN | HEALTH INSURANCE PREMIUM FOR: 04/01/2026-05/01/2026 | 3,118.92 | 164469 |
| 101-751-725.000 | FRINGE BENEFITS - PARKS & | MEDMUTUAL LIFE | LIFE INSURANCE PERIOD 04/01/2026-05/01/2026 | 36.75 | 164493 |
| 101-751-725.000 | FRINGE BENEFITS - PARKS & | MEDMUTUAL LIFE | LIFE INSURANCE PERIOD 03/01/2026-04/01/2026 | 36.75 | 164493 |
| 101-751-725.000 | FRINGE BENEFITS - PARKS & | MUTUAL OF OMAHA | STD-LTD FOR PERIOD 04/01/2026-04/30/2026 | 184.78 | 164520 |
| 101-751-731.000 | SUPPLIES/EQUIPMENT - OPERA | KALAMAZOO COUNTY HEALTH & RECREATION | FOOD SERVICE- ROBERT MORRIS | 335.00 | 164488 |
| 101-751-731.000 | SUPPLIES/EQUIPMENT - OPERA | KALAMAZOO COUNTY HEALTH & RECREATION | FOOD SERVICE- WENKE | 310.00 | 164488 |

INVOICE DISTRIBUTION REPORT FOR CHARTER TOWNSHIP OF COMSTOCK

EXP CHECK RUN DATES 03/26/2026 - 04/02/2026

POSTED AND UNPOSTED OPEN AND PAID

BANK ACCOUNTS: GEN - GENERAL (COMMON) DISBURSEMENTS - CHECK TYPE: PAPER CHECK

| GL Number | Invoice Line Desc | Vendor Name | Invoice Description | Amount | Check Number |
|--|----------------------------|----------------------------|---------------------------------------|------------|--------------|
| Fund: 101 GENERAL FUND | | | | | |
| Department: 751 PARKS & RECREATION DEPARTMENT | | | | | |
| 101-751-733.000 | SUPPLIES/EQUIPMENT - FACIL | SHERWIN-WILLIAMS COMPANY | FIELD PAINT | 324.52 | 164505 |
| 101-751-733.000 | SUPPLIES/EQUIPMENT - FACIL | SIGN CENTER | NEAL PARK SIGN | 2,925.00 | 164521 |
| 101-751-801.000 | CONTRACTED SERVICES | KERKSTRA | RMP RESTROOM | 250.00 | 164491 |
| 101-751-806.000 | ENGINEERING SERVICES | PREIN & NEWHOF | PROFESSIONAL SERVICES MARCH | 1,715.00 | 164499 |
| 101-751-850.000 | COMMUNICATIONS | KATIE BUSH | 1ST QUARTER CELL PHONE REIMBURSEMENT | 120.00 | 164517 |
| 101-751-850.000 | COMMUNICATIONS | KATIE JUSTA | 1ST QUARTER CELL PHONE REIMBURSEMENT | 120.00 | 164518 |
| 101-751-850.000 | COMMUNICATIONS | JOE GRABOWSKI | 1ST QUARTER CELL PHONE REIMBURSEMENT | 120.00 | 164516 |
| Total Department 751 PARKS & RECREATION DEPARTMENT | | | | 9,596.72 | |
| Total Fund 101 GENERAL FUND | | | | 75,454.49 | |
| Fund: 206 FIRE OPERATING FUND | | | | | |
| Department: 000 GENERAL | | | | | |
| 206-000-725.000 | FRINGE BENEFITS - FIRE | BLUE CARE NETWORK OF MICH | HEALTH INSURANCE PREIUM FOR: 04/01/20 | 24,803.68 | 164469 |
| 206-000-725.000 | FRINGE BENEFITS - FIRE | MEDMUTUAL LIFE | LIFE INSURANCE PERIOD 04/01/2026- 05/ | 259.53 | 164493 |
| 206-000-725.000 | FRINGE BENEFITS - FIRE | MEDMUTUAL LIFE | LIFE INSURANCE PERIOD 03/01/2026- 04/ | 251.55 | 164493 |
| 206-000-725.000 | FRINGE BENEFITS - FIRE | MUTUAL OF OMAHA | STD-LTD FOR PERIOD 04/01/2026-04/30/2 | 1,276.68 | 164520 |
| 206-000-731.000 | SUPPLIES/EQUIPMENT - OPERA | NYE UNIFORM CO. | UNIFORMS | 61.08 | 164498 |
| 206-000-731.000 | SUPPLIES/EQUIPMENT - OPERA | EVAN MCGRUDER | HELMET REIMBURSEMENT POLICY #914 | 425.00 | 164483 |
| 206-000-741.000 | PROGRAM SUPPLIES/EQUIPMENT | IPROMOTEU | SUPPLIES AND IMPRINTING | 477.56 | 164506 |
| 206-000-801.000 | CONTRACTED SERVICES | XEROX FINANCIAL SERVICES | CONTRACT PAYMENT: 02/27/2026- 03/26/2 | 693.25 | 164509 |
| 206-000-801.000 | CONTRACTED SERVICES | ACETECH CORP | PARTS | 687.28 | 164467 |
| 206-000-801.000 | CONTRACTED SERVICES | D & D PRINTING | BUSINESS CARDS | 150.00 | 164477 |
| 206-000-801.000 | CONTRACTED SERVICES | XEROX BUSINESS SOLUTIONS | EQUIPMENT CONTRACT 12/26/2025- 03/25 | 630.93 | 164523 |
| 206-000-815.000 | TECHNOLOGY SERVICES | HI-TECH | 10 HOURS PREPAID SUPPORT-FD | 1,250.00 | 164484 |
| 206-000-815.000 | TECHNOLOGY SERVICES | HI-TECH | 10 HOURS PREPAID IT SUPPORT | 1,250.00 | 164484 |
| 206-000-815.000 | TECHNOLOGY SERVICES | HI-TECH | MONTHLY MANAGED SERVICES-FD | 540.00 | 164515 |
| 206-000-850.000 | COMMUNICATIONS | HI-TECH | ZULTYS PREMIUM USER LICENSE- FD | 572.50 | 164515 |
| 206-000-931.000 | EQUIPMENT REPAIRS AND MAIN | SAFEWARE, INC. | EQUIPMENT SUPPLIES | 316.26 | 164503 |
| 206-000-931.000 | EQUIPMENT REPAIRS AND MAIN | EMSAR | | 2,732.29 | 164513 |
| 206-000-932.000 | VEHICLE REPAIRS AND MAINT | EMERGENCY VEHICLE PRODUCT | LABOR & MAINTENANCE-FD | 559.69 | 164480 |
| 206-000-932.000 | VEHICLE REPAIRS AND MAINT | EMERGENCY VEHICLE PRODUCT | LABOR & PARTS-FD | 15,431.67 | 164480 |
| 206-000-932.000 | VEHICLE REPAIRS AND MAINT | EMERGENCY VEHICLE PRODUCT | LABOR & PARTS | 7,565.92 | 164480 |
| 206-000-932.000 | VEHICLE REPAIRS AND MAINT | EMERGENCY VEHICLE PRODUCT | LABOR AND PARTS | 1,954.16 | 164480 |
| 206-000-932.000 | VEHICLE REPAIRS AND MAINT | EMERGENCY VEHICLE PRODUCT | LABOR AND PARTS | 2,001.54 | 164480 |
| 206-000-932.000 | VEHICLE REPAIRS AND MAINT | EMERGENCY VEHICLE PRODUCT | LABOR AND PARTS | 752.49 | 164480 |
| 206-000-932.000 | VEHICLE REPAIRS AND MAINT | EMERGENCY VEHICLE PRODUCT | REPAIRS AND LABOR | 66.00 | 164480 |
| 206-000-932.000 | VEHICLE REPAIRS AND MAINT | EMERGENCY VEHICLE PRODUCT | LABOR AND PARTS | 3,290.99 | 164480 |
| 206-000-932.000 | VEHICLE REPAIRS AND MAINT | EMERGENCY VEHICLE PRODUCT | LABOR AND PARTS | 2,118.53 | 164480 |
| Total Department 000 GENERAL | | | | 70,118.58 | |
| Total Fund 206 FIRE OPERATING FUND | | | | 70,118.58 | |
| Fund: 211 FIRE CAPITAL IMPROVEMENT FUND | | | | | |
| Department: 000 GENERAL | | | | | |
| 211-000-970.000 | CAPITAL OUTLAY | JONES PETRIE RAFINSKI CORP | ARCHITECTURE- PHASE 310 | 149,059.60 | 164486 |
| 211-000-970.000 | CAPITAL OUTLAY | EMERGENCY VEHICLE PRODUCT | LBAOR AND PARTS | 5,008.85 | 164480 |
| 211-000-970.000 | CAPITAL OUTLAY | CARRIER & GABLE, INC | PARTS | 568.00 | 164470 |
| Total Department 000 GENERAL | | | | 154,636.45 | |
| Total Fund 211 FIRE CAPITAL IMPROVEMENT FUND | | | | 154,636.45 | |

INVOICE DISTRIBUTION REPORT FOR CHARTER TOWNSHIP OF COMSTOCK

EXP CHECK RUN DATES 03/26/2026 - 04/02/2026

POSTED AND UNPOSTED OPEN AND PAID

BANK ACCOUNTS: GEN - GENERAL (COMMON) DISBURSEMENTS - CHECK TYPE: PAPER CHECK

| GL Number | Invoice Line Desc | Vendor Name | Invoice Description | Amount | Check Number |
|--|----------------------------|----------------------------|---------------------------------------|-----------|--------------|
| Fund: 223 WATER SYSTEM FUND | | | | | |
| Department: 000 GENERAL | | | | | |
| 223-000-806.000 | ENGINEERING SERVICES | PREIN & NEWHOF | PROFESSIONAL SERVICES MARCH | 155.00 | 164499 |
| 223-000-961.000 | MEMBERSHIPS | KALAMAZOO REGIONAL W/WW CO | MEMBERSHIP SPECIAL ASSESSMENT DUES 03 | 6,000.00 | 164489 |
| Total Department 000 GENERAL | | | | 6,155.00 | |
| Total Fund 223 WATER SYSTEM FUND | | | | 6,155.00 | |
| Fund: 225 SEWER SYSTEM FUND | | | | | |
| Department: 000 GENERAL | | | | | |
| 225-000-607.000 | SEWER FACILITY CHARGE | SCHUPAN & SONS, INC. | SEWER FEES 5631 PARK CIRCLE COURT | 4,000.00 | 164504 |
| 225-000-806.000 | ENGINEERING SERVICES | PREIN & NEWHOF | PROFESSIONAL SERVICES MARCH | 635.00 | 164499 |
| 225-000-961.000 | MEMBERSHIPS | KALAMAZOO REGIONAL W/WW CO | MEMBERSHIP SPECIAL ASSESSMENT DUES 03 | 6,000.00 | 164489 |
| Total Department 000 GENERAL | | | | 10,635.00 | |
| Total Fund 225 SEWER SYSTEM FUND | | | | 10,635.00 | |
| Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND | | | | | |
| Department: 000 GENERAL | | | | | |
| 248-000-804.000 | LEGAL SERVICES | BAUCKHAM, THALL, SEEBER, | PROFESSIONAL SERVICES | 975.00 | 164468 |
| Total Department 000 GENERAL | | | | 975.00 | |
| Total Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND | | | | 975.00 | |
| Fund: 271 LIBRARY FUND | | | | | |
| Department: 790 LIBRARY ADMIN | | | | | |
| 271-790-725.000 | BENEFITS - LIBRARY ADMIN | BLUE CARE NETWORK OF MICH | HEALTH INSURANCE PREIUM FOR: 04/01/20 | 6,241.17 | 164469 |
| 271-790-725.000 | BENEFITS - LIBRARY ADMIN | MUTUAL OF OMAHA | STD-LTD FOR PERIOD 04/01/2026-04/30/2 | 245.37 | 164520 |
| 271-790-727.000 | OFFICE SUPPLIES/EQUIPMENT | DEMCO, INC. | LABELS DVD CASES | 162.72 | 164478 |
| 271-790-880.000 | COMMUNITY PROMOTION | COMSTOCK HIGH SCHOOL | YEARBOOK ADVERTISEMENT | 99.00 | 164476 |
| 271-790-900.000 | PRINTING & PUBLISHING | COMSTOCK COMMUNITY CENTER | CENTER POINT ADVERTISEMENTS | 1,000.00 | 164512 |
| 271-790-963.000 | CONTINGENCY | CHIPPEWA RIVER DISTRICT LI | LOST MEL BOOK | 12.49 | 164472 |
| 271-790-963.000 | CONTINGENCY | T.K. BRONSON | REFUND FOR BOOK | 28.00 | 164507 |
| Total Department 790 LIBRARY ADMIN | | | | 7,788.75 | |
| Department: 791 LIBRARY BOARD | | | | | |
| 271-791-804.000 | LEGAL SERVICES | VARNUM ATTORNEYS AT LAW | LEGAL REVIEW OF POLICIES | 4,605.00 | 164508 |
| Total Department 791 LIBRARY BOARD | | | | 4,605.00 | |
| Department: 792 LIBRARY - ADULT SERVICES | | | | | |
| 271-792-731.000 | BOOKS | INGRAM LIBRARY SERVICES | BOOKS | 1,240.87 | 164485 |
| 271-792-741.000 | PROGRAM SUPPLIES/EQUIPMENT | RICHARD BELL | ASTRONOMY PROGRAM | 150.00 | 164501 |
| Total Department 792 LIBRARY - ADULT SERVICES | | | | 1,390.87 | |
| Department: 793 LIBRARY - YOUTH SERVICES | | | | | |
| 271-793-731.000 | BOOKS | INGRAM LIBRARY SERVICES | BOOKS | 1,137.57 | 164485 |
| Total Department 793 LIBRARY - YOUTH SERVICES | | | | 1,137.57 | |
| Total Fund 271 LIBRARY FUND | | | | 14,922.19 | |

INVOICE DISTRIBUTION REPORT FOR CHARTER TOWNSHIP OF COMSTOCK

EXP CHECK RUN DATES 03/26/2026 - 04/02/2026

POSTED AND UNPOSTED OPEN AND PAID

BANK ACCOUNTS: GEN - GENERAL (COMMON) DISBURSEMENTS - CHECK TYPE: PAPER CHECK

| GL Number | Invoice Line Desc | Vendor Name | Invoice Description | Amount | Check Number |
|------------------------|-------------------|-------------|-------------------------------------|------------|--------------|
| --- TOTALS BY FUND --- | | | | | |
| 101 | | | GENERAL FUND | 75,454.49 | |
| 206 | | | FIRE OPERATING FUND | 70,118.58 | |
| 211 | | | FIRE CAPITAL IMPROVEMENT FUND | 154,636.45 | |
| 223 | | | WATER SYSTEM FUND | 6,155.00 | |
| 225 | | | SEWER SYSTEM FUND | 10,635.00 | |
| 248 | | | DOWNTOWN DEVELOPMENT AUTHORITY FUND | 975.00 | |
| 271 | | | LIBRARY FUND | 14,922.19 | |
| | | | Total For All Funds: | 332,896.71 | |



MEMO

Charter Township of Comstock Township Board April 6, 2026

From: Lisa Cochran, FOIA Coordinator

Re: FOIA Requests

FOIA Requests completed from March 18, 2026 to April 6, 2026

Attachments:

- [#25-100_Original Request_Redacted.pdf](#)
- [#26-008_Original Request_Redacted.pdf](#)
- [#26-020_Original Request.pdf](#)
- [#26-022_Original Request.pdf](#)
- [#26-029_Original Request_Redacted.pdf](#)
- [#26-030_Original Request_Redacted.pdf](#)
- [#26-031_Original Request_Redacted.pdf](#)
- [#26-032_Original Request_Redacted.pdf](#)

FOIA Request #25-100
1st Day: 12/10/2025
10 Day Extension: 12/24/2025
Estimate Sent: 12/31/2025
Final Payment Paid: 1/20/2026
Completed: 3/31/2026

From: JJ 3 [REDACTED]
Sent: Wednesday, December 3, 2025 4:49 PM
To: Lisa Cochran; FOIA; Ben Martin
Subject: Re: foia

Hello,

I am writing to clarify and supplement the FOIA request I sent on December 3, 2025 regarding the Clark Hill report and related communications.

Please treat this email as part of the same FOIA request, not as a new request.

1. Clarification of Item 1 – Clark Hill Report

In Item 1 of my original request, I asked for the “complete, unredacted Clark Hill report.”

To avoid any confusion, I want to be explicit:

Because the Township Board voted on December 1, 2025 in open session to waive attorney–client privilege with respect to the Clark Hill report, I am requesting the entire report without any redactions based on attorney–client privilege or work-product.

The attorney–client privilege exemption in MCL 15.243(1)(g) therefore should not be asserted as a basis to withhold or redact any portion of that report.

If any redactions are made, they should be based only on other specific statutory FOIA exemptions (for example, Social Security numbers or similar personal identifiers), and each redaction should cite the exact subsection of MCL 15.243 relied upon.

2. Underlying Materials Relating to the Clark Hill Report

In addition to the Clark Hill report itself, please also provide all underlying materials created, received, collected, or relied upon by either Clark Hill or the Township in connection with that investigation and report. This includes, but is not limited to:

all emails, text messages, videos, letters, or written communications between Clark Hill and any Township official or employee regarding the investigation or report;

all interview notes, interview summaries, or written witness statements;

any audio or video recordings of interviews or meetings conducted as part of the investigation;

all documents, attachments, and materials that were provided to Clark Hill by the Township, or provided by Clark Hill to the Township, in connection with the investigation;

all drafts, revisions, or redline versions of the report;

internal Township communications discussing the investigation or Clark Hill's findings;

any billing records or invoices from Clark Hill related to this investigation.

Because the Board has waived attorney–client privilege as to this matter, these materials should not be withheld or redacted on the basis of attorney–client privilege or work-product. As above, any redactions should be supported only by other specific FOIA exemptions, with the corresponding subsection of MCL 15.243 cited for each.

To the extent any of these investigation-related materials fall outside the November 1, 2025 – December 1, 2025 date range referenced in my original request, please treat this email as expanding that date limitation for these specific investigation-related records, regardless of the date they were created.

3. Format and Fees

As stated in my original request, I prefer electronic production (PDF) by email. If estimated fees will exceed \$50.00, please provide an itemized written estimate before proceeding.


Thank you for attaching this clarification to my December 3, 2025 FOIA request and processing them together.

Please confirm receipt of this email and acknowledge in writing that this clarification and supplement is being treated as part of my original December 3, 2025 FOIA request, not as a separate request.

Sincerely,
John Paver

On Wed, Dec 3, 2025, 10:27 AM JJ 3 [REDACTED] wrote:

| [John Paver]



[12-03-2025]

Ben Martin, Supervisor
Comstock Charter Township
P.O. Box 449
Comstock, MI 49041

Morning Lisa!

This is a request for public records under the Michigan Freedom of Information Act, MCL 15.231 et seq. This request is being submitted in writing as required by MCL 15.233(1).

Please confirm receipt of this request.

Requested Records

Please provide the following records for the period November 1, 2025 through December 1, 2025 from any Township Board Member, the Clerk's Office, or the Superintendent:

1. Clark Hill Report (Full Document)

Because the Township Board voted on December 1, 2025 to waive attorney-client privilege regarding the Clark Hill report, please produce:

The complete, unredacted Clark Hill report,

With only legally required FOIA redactions from the township attorney/firm.

2. Communications Regarding the Clark Hill Report and Agenda Placement 11/1/2025 to 12/1/2025

All emails, text messages, call logs, phone records, and written communications that relate to:

The Clark Hill report;

The decision to reintroduce the privilege-waiver vote after it failed;

The scheduling, planning, or placement of this item on the December 1 2025 agenda;

Any discussions of expected votes or changes in previous votes on this matter.

3. Communications Related to the Treasurer's Office / Deputy Treasurer dates 11/1/2025 to 12/1/2025

Any communications involving:

Proposed actions, motions, or changes related to the Treasurer's Office or Deputy Treasurer

For purposes of agenda planning, board action, or related deliberative preparation

During the same November 1 2025 –December 1 2025 timeframe.

4. Agenda Drafts and Prep Communications

All drafts of the December 1, 2025 meeting agenda, and all communications related to:

Preparation of the agenda,

Edits to the agenda,

The inclusion or reintroduction of the Clark Hill vote,

Communications between the Clerk's Office and any Board member regarding the agenda. During the same November 1 2025 – December 1 2025 timeframe

Format

Please provide all records electronically via email (PDF preferred).

Fees

If estimated fees will exceed \$50.00, please provide an itemized, written estimate before fulfilling the request as required by statute.

Thank you,

John

From: Nicole Shook
Sent: Thursday, January 15, 2026 8:56 AM
To: FOIA
Subject: FW: New message from Debra watson

Follow Up Flag: Follow up
Flag Status: Completed

Good morning, Lisa,

I received this FOIA Request in my email and I'm forwarding it to you as the FOIA Coordinator.

Nicole Shook
Charter Township of Comstock
Phone: 269-381-2360 Ext. 124
E-Mail: nshook@comstockmi.gov

Confidentiality: The information contained in this electronic mail message and any attachments is intended only for the use of the individual or entity to which it is addressed and may contain legally privileged, confidential information or work product. If the reader of this message is not the intended recipient, you are hereby notified that any use, dissemination, distribution, or forwarding of the E mail message is strictly prohibited. If you have received this message in error, please notify me by E-mail reply, and delete the original message from your system.

From: Comstock Township [REDACTED]
Sent: Wednesday, January 14, 2026 6:54 PM
To: Nicole Shook <NShook@comstockmi.gov>
Subject: New message from Debra watson

Name: Debra watson
Email: [REDACTED]
Phone: [REDACTED]
Address: [REDACTED]
City: Kalamazoo
US States: MI
Zip: [REDACTED]
How may we help you?: To whom it may concern,
Any communications regarding my property or ordnance violations or pertaining to my address please include the elected supervisor Ben Martin as that's who we elected to serve us not Scott Hess thank you and have a great day

Debra watson

Township: Keep original and provide copy of both sides, along with Public Summary, to requestor at no charge.

Comstock Charter Township, Kalamazoo County
5858 King Highway PO Box 449
Comstock, MI 49041
Phone: 269-381-2360

Request Form
Note: Requestors are not required to use this form. The township may complete one for recordkeeping if not used.

FOIA Request #26-020
1st Date: 3/4/2026
10-Day Extension: 3/18/2026
Completed: 3/18/2026

FOIA Request for Public Records

Michigan Freedom of Information Act, Public Act 442 of 1976, MCL 15.231, et seq.

Request No.: _____ Date Received: _____ Check if received via: Email Fax Other Electronic Method
Date delivered to junk/spam folder: _____
Date discovered in junk/spam folder: _____
(Please Print or Type)

| | | | |
|-------------------|--------------------------|-------|------------------------------|
| Name | Eric Ruckert | Phone | 269-209-3953 |
| Firm/Organization | KECK Consulting Services | Fax | 269-704-5910 |
| Street | PO Box 2650 | Email | e.ruckert@keckconsulting.com |
| City | Battle Creek | State | MI Zip 49016 |

Request for: Copy Certified copy Record inspection Subscription to record issued on regular basis

Delivery Method: Will pick up Mail to address above Email to address above
 Deliver on digital media provided by the township: _____

Note: The township is not required to provide records in a digital format or on digital media if the township does not already have the technological capability to do so.

Describe the public record(s) as specifically as possible. You may use this form or attach additional sheets:

KECK requests a copy of the information in the township files regarding the following Property.

2723 Kersten Ct, Kalamazoo, Michigan 49048 (Parcel 07-30-480-095)

The type of information that would be applicable to our FOIA request would be tax assessment records (especially any old assessor cards that have drawings of the Property), dates of connection to municipal sewer and/or water, Fire Department Records, and building permits. If available KECK also requests any environmental permits (waste water, storm water, etc.), community right-to-know plans, site assessment reports, etc, pertaining to the property. The time period for my request is from 1936.


Please let me know if a separate FOIA request needs to be submitted for Fire Department Records.

This FOIA request is pertaining to a Phase I Environmental Site Assessment, if you have questions concerning my request please contact me via my mobile phone. 269-209-3953

Thank You

Consent to Non-Statutory Extension of Township's Response Time

I have requested a copy of records or a subscription to records or the opportunity to inspect records, pursuant to the Michigan Freedom of Information Act, Public Act 442 of 1976, MCL 15.231, et seq. I understand that the township must respond to this request within five (5) business days after receiving it, and that response may include taking a 10-business day extension. However, I hereby agree and stipulate to extend the township's response time for this request until: _____ (month, day, year).

| | | | |
|-----------------------|---|------|---------|
| Requestor's Signature |  | Date | 2/25/26 |
|-----------------------|---|------|---------|

(Complete both sides)

Records Located on Website

If the township directly or indirectly administers or maintains an official internet presence, any public records available to the general public on that internet site at the time the request is made are exempt from any labor charges to redact (*separate exempt information from non-exempt information*).

If the FOIA coordinator knows or has reason to know that all or a portion of the requested information is available on its website, the township must notify the requestor in its written response that all or a portion of the requested information is available on its website. The written response, to the degree practicable in the specific instance, must include a specific webpage address where the requested information is available. On the detailed cost itemization form, the township must separate the requested public records that are available on its website from those that are not available on the website and must inform the requestor of the additional charge to receive copies of the public records that are available on its website.

If the township has included the website address for a record in its written response to the requestor and the requestor thereafter stipulates that the public record be provided to him or her in a paper format or other form, including digital media, the township must provide the public records in the specified format (if the township has the technological capability) but may use a fringe benefit multiplier greater than the 50%, not to exceed the actual costs of providing the information in the specified format.

Request for Copies/Duplication of Records on Township Website

I hereby stipulate that, even if some or all of the records are located on a township website, I am requesting that the township make copies of those records on the website and deliver them to me in the format I have requested above. I understand that some FOIA fees may apply.

Requestor's Signature  Date 2/25/26


Overtime Labor Costs

Overtime wages shall not be included in the calculation of labor costs unless overtime is specifically stipulated by the requestor and clearly noted on the detailed cost itemization form.

Consent to Overtime Labor Costs

I hereby agree and stipulate to the township using overtime wages in calculating the following labor costs as itemized in the following categories:

- 1. Labor to copy/duplicate
- 2. Labor to locate
- 3a. Labor to redact
- 3b. Contract labor to redact
- 6b. Labor to copy/duplicate records already on township's website

Requestor's Signature  Date 2/25/26

Request for Discount: Indigence

A public record search **must** be made and a copy of a public record **must** be furnished **without charge for the first \$20.00 of the fee** for each request by an individual who is entitled to information under this act and who:

- 1) Submits an affidavit stating that the individual is indigent and receiving specific public assistance, **OR**
- 2) If not receiving public assistance, stating facts showing inability to pay the cost because of indigence.

If a requestor is ineligible for the discount, the public body shall inform the requestor specifically of the reason for ineligibility in the public body's written response. An individual is ineligible for this fee reduction if **ANY** of the following apply:

- (i) The individual has previously received discounted copies of public records from the same public body twice during that calendar year,
- (ii) The individual requests the information in conjunction with outside parties who are offering or providing payment or other remuneration to the individual to make the request. A public body may require a statement by the requestor in the affidavit that the request is not being made in conjunction with outside parties in exchange for payment or other remuneration.

Office Use: Affidavit Received Eligible for Discount Ineligible for Discount

I am submitting an affidavit and requesting that I receive the discount for indigence for this FOIA request: Date: Requestor's Signature: NA

Request for Discount: Nonprofit Organization

A public record search **must** be made and a copy of a public record **must** be furnished **without charge for the first \$20.00 of the fee** for each request by a nonprofit organization formally designated by the state to carry out activities under subtitle C of the Developmental Disabilities Assistance and Bill of Rights Act of 2000 and the Protection and Advocacy for Individuals with Mental Illness Act, if the request meets **ALL** of the following requirements:

- (i) Is made directly on behalf of the organization or its clients.
- (ii) Is made for a reason wholly consistent with the mission and provisions of those laws under section 931 of the Mental Health Code, 1974 PA 258, MCL 330.1931.
- (iii) Is accompanied by documentation of its designation by the state, if requested by the township.

Office Use: Documentation of State Designation Received Eligible for Discount Ineligible for Discount

I stipulate that I am a designated agent for the nonprofit organization making this FOIA request and that this request is made directly on behalf of the organization or its clients and is made for a reason wholly consistent with the mission and provisions of those laws under section 931 of the Mental Health Code, 1974 PA 258, MCL 330.1931: Date: Requestor's Signature: NA

Township: Keep original and provide copy of both sides, along with Public Summary, to requestor at no charge.

Comstock Charter Township, Kalamazoo County
5858 King Highway PO Box 449
Comstock, MI 49041
Phone: 269-381-2360

Request Form
Note: Requestors are not required to use this form. The township may complete one for recordkeeping if not used.

FOIA Request #26-022
1st Date: 3/5/2026
10-Day Extension: 3/19/2026
Completed: 3/19/2026

FOIA Request for Public Records

Michigan Freedom of Information Act, Public Act 442 of 1976, MCL 15.231, et seq.

Request No.: _____ Date Received: _____ Check if received via: Email Fax Other Electronic Method
Date delivered to junk/spam folder: _____
(Please Print or Type) Date discovered in junk/spam folder: _____

| | |
|---|-----------------------------------|
| Name Jennifer Willert | Phone 405-253-2459 |
| Firm/Organization First American/CDS | Fax |
| Street 3550 W Robinson St | Email jwillert@firstam.com |
| City Norman | State OK Zip 73072 |

Request for: Copy Certified copy Record inspection Subscription to record issued on regular basis

Delivery Method: Will pick up Mail to address above Email to address above
 Deliver on digital media provided by the township: _____

Note: The township is not required to provide records in a digital format or on digital media if the township does not already have the technological capability to do so.

Describe the public record(s) as specifically as possible. You may use this form or attach additional sheets:

| |
|--|
| 5398 Market St APN: 07-19-405-114 |
| |
| Open Building Code Violations |
| Open Fire Code Violations |
| Certificate of Occupancy |
| Site Plan |
| |
| |
| |
| |
| |

Consent to Non-Statutory Extension of Township's Response Time

I have requested a copy of records or a subscription to records or the opportunity to inspect records, pursuant to the Michigan Freedom of Information Act, Public Act 442 of 1976, MCL 15.231, et seq. I understand that the township must respond to this request within five (5) business days after receiving it, and that response may include taking a 10-business day extension. However, I hereby agree and stipulate to extend the township's response time for this request until: _____ (month, day, year).

| | |
|--|--------------------------|
| Requestor's Signature <i>Jennifer Willert</i> | Date 2/26/2026 |
|--|--------------------------|

(Complete both sides)

Records Located on Website

If the township directly or indirectly administers or maintains an official internet presence, any public records available to the general public on that internet site at the time the request is made are exempt from any labor charges to redact (*separate exempt information from non-exempt information*).

If the FOIA coordinator knows or has reason to know that all or a portion of the requested information is available on its website, the township must notify the requestor in its written response that all or a portion of the requested information is available on its website. The written response, to the degree practicable in the specific instance, must include a specific webpage address where the requested information is available. On the detailed cost itemization form, the township must separate the requested public records that are available on its website from those that are not available on the website and must inform the requestor of the additional charge to receive copies of the public records that are available on its website.

If the township has included the website address for a record in its written response to the requestor and the requestor thereafter stipulates that the public record be provided to him or her in a paper format or other form, including digital media, the township must provide the public records in the specified format (if the township has the technological capability) but may use a fringe benefit multiplier greater than the 50%, not to exceed the actual costs of providing the information in the specified format.

Request for Copies/Duplication of Records on Township Website

I hereby stipulate that, even if some or all of the records are located on a township website, I am requesting that the township make copies of those records on the website and deliver them to me in the format I have requested above. I understand that some FOIA fees may apply.

| | |
|-----------------------|------|
| Requestor's Signature | Date |
|-----------------------|------|

Overtime Labor Costs

Overtime wages shall not be included in the calculation of labor costs unless overtime is specifically stipulated by the requestor and clearly noted on the detailed cost itemization form.

Consent to Overtime Labor Costs

I hereby agree and stipulate to the township using overtime wages in calculating the following labor costs as itemized in the following categories:

- 1. Labor to copy/duplicate
- 2. Labor to locate
- 3a. Labor to redact
- 3b. Contract labor to redact
- 6b. Labor to copy/duplicate records already on township's website

| | |
|-----------------------|------|
| Requestor's Signature | Date |
|-----------------------|------|

Request for Discount: Indigence

A public record search **must** be made and a copy of a public record **must** be furnished **without charge for the first \$20.00 of the fee** for each request by an individual who is entitled to information under this act and who:

- 1) Submits an affidavit stating that the individual is indigent and receiving specific public assistance, **OR**
- 2) If not receiving public assistance, stating facts showing inability to pay the cost because of indigence.

If a requestor is ineligible for the discount, the public body shall inform the requestor specifically of the reason for ineligibility in the public body's written response. An individual is ineligible for this fee reduction if **ANY** of the following apply:

- (i) The individual has previously received discounted copies of public records from the same public body twice during that calendar year,
- (ii) The individual requests the information in conjunction with outside parties who are offering or providing payment or other remuneration to the individual to make the request. A public body may require a statement by the requestor in the affidavit that the request is not being made in conjunction with outside parties in exchange for payment or other remuneration.

Office Use: Affidavit Received Eligible for Discount Ineligible for Discount

| | |
|--|-------|
| I am submitting an affidavit and requesting that I receive the discount for indigence for this FOIA request: | Date: |
| Requestor's Signature: | |

Request for Discount: Nonprofit Organization

A public record search **must** be made and a copy of a public record **must** be furnished **without charge for the first \$20.00 of the fee** for each request by a nonprofit organization formally designated by the state to carry out activities under subtitle C of the Developmental Disabilities Assistance and Bill of Rights Act of 2000 and the Protection and Advocacy for Individuals with Mental Illness Act, if the request meets **ALL** of the following requirements:

- (i) Is made directly on behalf of the organization or its clients.
- (ii) Is made for a reason wholly consistent with the mission and provisions of those laws under section 931 of the Mental Health Code, 1974 PA 258, MCL 330.1931.
- (iii) Is accompanied by documentation of its designation by the state, if requested by the township.

Office Use: Documentation of State Designation Received Eligible for Discount Ineligible for Discount

| | |
|---|-------|
| I stipulate that I am a designated agent for the nonprofit organization making this FOIA request and that this request is made directly on behalf of the organization or its clients and is made for a reason wholly consistent with the mission and provisions of those laws under section 931 of the Mental Health Code, 1974 PA 258, MCL 330.1931: | Date: |
| Requestor's Signature: | |

FOIA Request #26-029
1st Date: 3/23/2026
10-Day Extension: 4/6/2026
Completed: 3/23/2026

From: Rob Thall <thall@michigantownshiplaw.com>
Sent: Monday, March 16, 2026 9:18 AM
To: Lisa Cochran; Scott Hess
Subject: FW: Oath of Office Follow-Up

Follow Up Flag: Follow up
Flag Status: Flagged

I would take her below message as a FOIA request for a copy of Scott's oath of office. Thanks---Rob

Robert E. Thall
Bauckham, Thall, Seeber, Kaufman, & Koches, PC
470 W. Centre Ave., Suite A
Portage MI 49024
Phone (269) 382-4500
Fax (269) 382-2040



From: Nicole Beauchamp <Clerk@comstockmi.gov>
Sent: Thursday, March 12, 2026 9:14 AM
To: Ben Martin <bmartin@comstockmi.gov>; Sandy Bloomfield <sbloomfield@comstockmi.gov>; Jerry Amos <jerryamosforcomstock@gmail.com>; Kristie Cherry <kcherry@comstockmi.gov>; Terry Mciver <TMciver@comstockmi.gov>; Bob Pratt <bpratt@comstockmi.gov>
Cc: Rob Thall <thall@michigantownshiplaw.com>
Subject: FW: Oath of Office Follow-Up

Do not reply to all.

Nicole Beauchamp, CMC
Comstock Township Clerk
P.O. Box 449
Comstock, MI 49041
(269) 381-2360 ext 111



From: Editorial Staff [REDACTED]
Sent: Wednesday, March 11, 2026 9:56 AM
To: Ben Martin <bmartin@comstockmi.gov>; Nicole Beauchamp <Clerk@comstockmi.gov>; Sandy Bloomfield <sbloomfield@comstockmi.gov>
Subject: Oath of Office Follow-Up

You don't often get email from [REDACTED]. [Learn why this is important](#)
To: Comstock Charter Township Board

Members of the Board,

I am writing to address several mischaracterizations that have recently been made regarding my prior correspondence and to again request the documentation and clarification that was originally sought.

First, it has been represented by the Township attorney at the "March 10, 2026 Special Meeting" that my prior email constituted a "threat." That statement is inaccurate and misleading. My correspondence was clearly labeled a formal demand for corrective action and written clarification regarding compliance with Michigan law. Formal demand letters are a routine and lawful method used by citizens, journalists, and litigants to request transparency and accountability from public bodies. Nothing in my communication contained threatening language or coercion. It simply placed the Township on notice of potential legal defects and requested that the Board address them.

Second, it has been incorrectly suggested that I requested the Board to call or hold a special meeting. I made no such request. My letter asked only that the matter be placed on the next available public meeting agenda and that the Township provide a written response confirming when that would occur. Those requests are plainly stated in the correspondence. Requesting that an issue be placed on an agenda is not the same as requesting that a special meeting be convened.

Equally important, I specifically requested a written response within seven (7) days addressing the questions raised in my letter. To date, I have not received any written response from the Township providing the requested information.

The central issue remains unchanged: whether Superintendent Hess properly qualified for office before exercising the authority of that office.

Under the Michigan Constitution of 1963, Article XI, Section 1, every public officer must take and subscribe to the constitutional oath of office before entering upon the duties of the office. This requirement is not ceremonial; it is the legal act that qualifies an individual to exercise the powers of public office.

Accordingly, a straightforward factual question remains:

On what exact date was the constitutional oath of office administered and filed before Superintendent Hess began exercising the powers of the office?

If the oath was administered after the exercise of authority had already begun, the issue cannot simply be dismissed by invoking the de facto officer doctrine. That doctrine exists primarily to protect the public and third parties who relied on government actions taken by someone who appeared to hold office. It does not cure the underlying defect in qualification, nor does it retroactively legitimize the assumption of office without satisfying the mandatory prerequisites required by law.

In other words, the doctrine may protect certain past administrative acts from disruption, but it does not eliminate the requirement that the officer must properly qualify for office before exercising governmental authority.

Additionally, the existence of an employment contract does not resolve the issue. An employment agreement between the Township and an individual cannot substitute for or override the constitutional requirement that a public officer must first take the oath before exercising the powers of that office. While such a contract may establish an employment relationship, it does not answer the fundamental legal question of whether the individual was lawfully qualified to exercise governmental authority at the time those powers were first exercised.

There is also a related concern regarding the chain of delegated authority. If Superintendent Hess had not yet taken and filed the constitutional oath when he began exercising authority, then serious questions arise regarding actions taken under that authority during that period.

Deputies derive their authority from the officer who appoints and supervises them. If the principal officer had not yet lawfully qualified for office at the time he administered oaths to deputies or delegated authority to them, it raises legitimate questions regarding whether those acts were performed with lawful authority at that time.

This concern is not directed at the deputies themselves, but rather at the legal chain of authority through which their powers were granted.

For these reasons, the following information is again respectfully requested in writing:

- The exact date the Superintendent's constitutional oath of office was administered and filed.

- Copy of the oath of office.
- Identification of any official actions taken prior to lawful qualification for office.
- Clarification regarding the timing of any oaths administered to deputies relative to the Superintendent's own oath.

These are straightforward factual questions concerning compliance with Michigan law. Providing this information will resolve the uncertainty surrounding the issue and ensure that the public record accurately reflects the lawful qualification of those exercising governmental authority.

I again respectfully request a written response addressing these questions.

Respectfully,

Autumn Smith
Independent Investigative Journalist



#26-030
First date: 3/23/26
Completed: 3/19/26

From: FOIA
To: FOIA
Subject: FW: FOIA Request: Purchase data
Date: Monday, March 16, 2026 1:05:30 PM

This was in the junk mail

Scott Hess
Township Superintendent
Charter Township of Comstock
shess@comstockmi.gov
(269) 381-2360

-----Original Message-----

From: Justin [REDACTED]
Sent: Wednesday, March 11, 2026 10:01 AM
To: FOIA <foia@comstockmi.gov>
Subject: Re: FOIA Request: Purchase data

You don't often get email from [REDACTED] Learn why this is important
<<https://aka.ms/LearnAboutSenderIdentification>>

Hello,

I am writing to follow up on this request. The statutory period has now passed and I have not received a response acknowledging receipt or providing a determination.

Please confirm the status of my request. If additional time is required to fulfill it, I ask that you provide a written explanation and a reasonable estimated date of completion, as mandated by law.

Thank you for your attention to this matter. I look forward to your prompt response.

1/28/26, 9:29 PM GMT+8

Dear FOIA Officer, Pursuant to the Michigan Freedom of Information Act, MCL 15.231 et seq., I am requesting access to and copies of the following public records possessed by Charter Township of Comstock: All purchase orders and/or payment records for non-person/vendor entities, such as companies, organizations, or contractors from January 1, 2025 to current date. Records should include, at minimum: Purchase date Vendor name Line item description Line item quantity Line item Amount If vendor names are coded in the file, please provide a vendor list with corresponding codes. Examples of relevant reports/records may include: check registers, procurement reports, standard PO detail reports, warrant/claims reports, and purchase order history reports, among others. This request excludes any purchase orders or payments issued to staff, employees, or individuals for payroll, reimbursements, stipends, or other personnel-related expenses. I am requesting existing, already maintained electronic records (without copying, scanning, or printing). If this request was misrouted, please forward to the correct contact person and reply to this communication with the appropriate contact information. Should this request be denied wholly or partially, please provide a detailed justification for each decision, citing specific exemptions. Additionally, I request that all segregable portions of otherwise exempt material be provided. Should you need further information or clarification to expedite this request, do not hesitate to reach out. Thank you for your attention and cooperation. I look forward to your prompt response within the statutory period. Sincerely, Justin Wenig [REDACTED]

Sincerely,
Justin

FOIA Request #26-031
1st Date: 3/23/2026
10-Day Extension: 4/6/2026
Completed: 3/30/2026

From: Editorial Staff [REDACTED]
Sent: Monday, March 16, 2026 10:37 PM
To: FOIA
Subject: FOIA Request – Ordinance Violations and Special Meetings

Follow Up Flag: Follow up
Flag Status: Flagged

Autumn Smith
Independent Investigative Journalist

[REDACTED]

FOIA Coordinator
Comstock Charter Township

Re: FOIA Request – Ordinance Violations and Special Meetings

Dear FOIA Coordinator,

Under the Michigan Freedom of Information Act (MCL 15.231 et seq.), I am requesting all public records related to the enforcement of township ordinances and the scheduling of special meetings, specifically:

1. All citations or ordinance violations issued from March 1, 2026, to the present, including:

Date of issuance

Name of the individual or entity cited

Ordinance section(s) cited

Current status or resolution

2. All special meetings called or scheduled following the precedent set by the special meeting convened to determine whether the Township Supervisor violated an ordinance, including:

Agendas and minutes

Communications, directives, or approvals that authorized the meeting

Any related correspondence regarding the scheduling or conduct of such meetings

This request is intended to ensure equal application of township ordinances and proper due process. Any deviation from ordinary enforcement procedures or selective application of the law is a matter of public concern.

I request these records in electronic format if available. If the cost of production exceeds \$[amount], please notify me in advance.

Thank you for your prompt attention.

Sincerely,
Autumn Smith

FOIA Request #26-032

1st Date: 3/24/2026

Closed (asked by requestor/confirmed by Mike Bila): 3/19/2026

From: Nicole Beauchamp
Sent: Wednesday, March 18, 2026 11:18 AM
To: FOIA; Rob Thall
Subject: FW: PRESS QUESTIONS Re Special Meeting

I believe this would be a FOIA request.

Nicole Beauchamp, CMC
Comstock Township Clerk
P.O. Box 449
Comstock, MI 49041
(269) 381-2360 ext 111



From: Editorial Staff [REDACTED] >
Sent: Tuesday, March 17, 2026 10:24 AM
To: Ben Martin <bmartin@comstockmi.gov>; Sandy Bloomfield <sbloomfield@comstockmi.gov>; Nicole Beauchamp <Clerk@comstockmi.gov>
Subject: PRESS QUESTIONS Re Special Meeting

You don't often get email from [REDACTED]. [Learn why this is important](#)
Hello,

Attached at the following link, I have sent a series of questions I am hoping to get official answers to from the Township and or Attorney in regards to the upcoming Special Meeting on March 24, 2026 for an article I am set to publish.

<https://docs.google.com/document/d/13GJ40nMUo0ceM9ujZTcTcaOpmnfB4e-ef6D7zZ-AM0o/edit?usp=drivesdk>

If I could please get a response to the questions by 9AM Friday March 20, 2026, I would appreciate it as I have a hard NOON deadline to meet that day.

Thank you for your time.

Sincerely,

Autumn Smith
Independent Investigative Journalist



**APPLICATION AND PERMIT TO CONSTRUCT, OPERATE, USE AND/OR MAINTAIN
 WITHIN THE RIGHT-OF-WAY OF; OR TO CLOSE, A COUNTY ROAD
 APPLICATION**

An applicant is defined as an owner of property adjacent to the right-of-way, the property owner's authorized representative; or an authorized representative of a private or public utility who applies for a permit to construct, operate, use, and/or maintain a facility within the right-of-way for the purpose outlined within the application. A contractor who makes application on behalf of a property owner or utility must provide documentation of authority to apply for a permit.

| | | | |
|------------------|--|-------------------|---|
| APPLICANT | Comstock Township PO Box 449 Kalamazoo, MI 49041 Phone(s): 269-343-8212 - - - EMail: kjusta@comstockmi.gov | CONTRACTOR | VFW Post 6252 5990 E Michigan Ave Kalamazoo, MI 49001 |
|------------------|--|-------------------|---|

Applicant/Contractor request a permit for the following work within the right of way of a county road:
 Miscellaneous - Other

LOCATION: County Road Comstock Avenue Between Sprinkle Road, N And Michigan Avenue, E
 Township Comstock Twp Section _____ Side of Road _____ Property ID Memorial Day parade

DATE: Work to begin on 05/25/2026 Work to be completed by 05/25/2026

I certify and acknowledge that (1) the information contained in this application is true and correct, (2) the commencement of the work described in this application shall constitute acceptance of the permit as issued, including all terms and conditions thereof and, (3) if this permit is for commercial or residential driveway work, I am the legal owner of the property that this driveway will serve, or I am the authorized representative.

| | |
|--|---|
| Applicant's Signature: _____ Title: _____ Date: _____ | Contractor's Signature: _____ Title: _____ Date: _____ |
|--|---|

PERMIT

The term "Permit Holder" in the terms and conditions set forth on the reverse side hereof, refers to the applicant and the contractor, where applicable. By performing work under this permit, the Permit Holder acknowledges and agrees that this permit is subject to all the rules, regulations, terms and conditions set forth herein, including on the reverse side hereof. Failure to comply with any of said rules, regulations, terms and conditions shall render this permit NULL AND VOID.

| REQUIREMENTS | FEE TYPE | AMOUNT | RECEIPT NO | DATE | | | |
|---------------------|---|---------------|-------------------|-------------|----------------------------|---------------------------------------|--|
| | Letter of Credit | _____ | | | <input type="checkbox"/> Y | <input checked="" type="checkbox"/> N | |
| | Surety Bond | _____ | | | <input type="checkbox"/> Y | <input checked="" type="checkbox"/> N | |
| | Retainer Letter | | | | <input type="checkbox"/> Y | <input checked="" type="checkbox"/> N | |
| | Approved Plans on File | | | | <input type="checkbox"/> Y | <input checked="" type="checkbox"/> N | |
| | Certificate of Insurance | | | | <input type="checkbox"/> Y | <input checked="" type="checkbox"/> N | |
| | Attachments/Supplemental Specifications | | | | <input type="checkbox"/> Y | <input checked="" type="checkbox"/> N | |

OTHER REQUIREMENTS:

Permit for the annual Memorial Day Parade along Comstock Ave, River St and, Michigan Ave. Starting at Sprinkle Rd and ending at the VFW.
 All signing SHALL comply with Part 6 of the MMUTCD.
 All traffic control measures and the notification of local authorities are the responsibility of the VFW Post 6252.

Recommended for Issuance By:

 Title: _____ Date: _____

Approved By:

 Title: _____ Date: _____

TERMS AND CONDITIONS

1. **Specifications.** All work performed under this permit must be done in accordance with the application, plans, specifications, maps and statements filed with the Road Commission of Kalamazoo County ("Road Commission") and must comply with the Road Commission's current procedures and regulations on file at its offices and the current MDOT Standard Specifications for Construction, if applicable.
2. **Fees and Costs.** The Applicant/ Permit Holder shall be responsible for all costs incurred by the Road Commission relating to this Application and Permit. The Applicant/Permit Holder shall deposit estimated fees and costs, as determined by the Road Commission, prior to permit issuance/approval.
3. **Bond.** The Permit Holder shall provide a cash deposit, irrevocable letter of credit or bond in a form and amount acceptable to the Road Commission prior to permit issuance.
4. **Insurance.** The Permit Holder shall furnish proof of general liability insurance in amounts not less than \$2,000,000 each occurrence and general aggregate, proof of automobile liability in amounts not less than \$1,000,000 combined single limit for each accident, bodily injury per accident, and property damage per accident, and in an amount not less than \$500,000 for bodily injury per person. Such proof of insurance shall include a valid certificate of insurance demonstrating that the Road Commission is an additional insured party on the policy. Such insurance shall cover a period not less than the term of this permit and shall provide that it cannot be cancelled without 30 days advance written notice to the Road Commission, by certified mail, first-class, return receipt requested. This permit is invalid if insurance expires during the authorized period of work described herein.
5. **Indemnification.** In addition to any liability or obligation of the Permit Holder that may otherwise exist, Permit Holder shall, to the fullest extent permitted by law, indemnify and hold harmless the Road Commission and its commissioners, officers, agents, and employees from and against any and all claims, actions, proceedings, liabilities, losses, and damages thereof, and any and all costs and expenses, including legal fees, associated therewith which the Road Commission may sustain by reason of claims for or allegations of the negligence or violation of the terms and conditions of this permit by the Permit Holder, its officers, agents, or employees, arising out of the work which is the subject of this permit, or arising out of work not authorized by this permit, or arising out of the continued existence of the operation or facility, which is the subject of this permit.
6. **Miss Dig.** The Permit Holder must comply with the requirements of Michigan Public Act 174 of 2013, as amended. CALL MISS DIG AT (800) 482-7171 or www.missdig.org AT LEAST THREE (3) FULL WORKING DAYS, BUT NOT MORE THAN FOURTEEN (14) CALENDAR DAYS, BEFORE YOU START WORK. The Permit Holder assumes all responsibility for damage to or interruption of underground utilities.
7. **Notification of Start and Completion of Work.** The Permit Holder must notify the Road Commission at least 48 hours before starting work, when work is completed, and additionally as directed by the Road Commission.
8. **Time Restrictions.** All work shall be performed Mondays through Fridays between and unless written approval is obtained from the Road Commission, and work shall be performed only during the period set forth in this permit. Perform no work except emergency work, unless authorized by the Road Commission on Saturdays, Sundays, or from on the day proceeding until the normal starting time the day after the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.
9. **Safety.** Furnish, install and maintain all necessary traffic controls and protection during Permit Holder's operations in accordance with the Manual of Uniform Traffic Control Devices, Part 6 and any supplemental specifications set forth herein.
10. **Restoration and Repair of Road.** The construction, operation and maintenance of the activity covered by this permit shall be performed by the Permit Holder without cost to the Road Commission unless specified herein. The Permit Holder shall also be responsible for the cost of restoration and repair of the right-of-way determined by the Road Commission to be damaged as a result of the activity which is the subject of this permit. Restoration shall meet or exceed conditions when work is commenced and be in accordance with specifications. The Permit Holder shall be responsible for costs incurred by the Road Commission for emergency repairs performed by or on behalf of the Road Commission for the safety of the motoring public. Said repairs shall be performed with or without notice to the Permit Holder if immediate action is required. This determination shall be in the sole and reasonable opinion of the Road Commission.
11. **Limitation of Permit.** Issuance of this permit does not relieve Permit Holder from meeting any and all requirements of law, or of other public bodies or agencies. The Permit Holder shall be responsible for securing and shall secure any other permits or permission necessary or required by law from cities, villages, townships, corporations, property owners, or individuals for the activities hereby permitted. Any work not described by the application, including the time and place thereof, is strictly prohibited in the absence of the application for and issuance of an additional permit or amendment to this permit.
12. **Revocation of Permit.** This permit may be suspended or revoked at will, and the Permit Holder shall surrender this permit and alter, relocate or remove its facilities at its expense at the request of the Road Commission. It is understood that the rights granted herein are revocable at the will of the Road Commission and that the Permit Holder acquires no rights in the right-of-way and expressly waives any right to claim damages or compensation in case this permit is revoked.
13. **Assignability.** This permit is not assignable and not transferable unless specifically agreed to by the Road Commission in writing.
14. **Authority.** The statutory authority of the Road Commission to require compliance with permit requirements is predicated upon its jurisdictional authority and is set forth in various statutes including, without limitation and in no particular order, MCL §247.321 et seq; MCL §224.19b; MCL §560.101 et seq; and MCL §247.171 et seq.