



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

**MONDAY, JANUARY 5, 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 Comments(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.*

**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 Minutes from December 15, 2025 Regular Board Meeting
- Out of State Travel

**VII. Presentation(s)**

**VIII. Business**

**Fire & Rescue**

Fire Department Presentation on Response Times

New Station 9-3 - Phase II Architectural Services

## Fire Station Bond Discussion

### **Finance**

Engagement Letter - Municipal Advisor

Engagement Letter - Bond Counsel

Resolution To Waive 3% Penalty

### **Planning & Zoning**

First Reading of Ordinance No. 565: 6787 E H Ave & 3615 N 28th Street Conditional Rezoning Request

### **Clerk**

### **Treasurer**

Discussion and Possible Adoption of Purchasing Policy and Standard Terms and Conditions

### **Trustee**

Circuit Court Ruling Discussion

### **Supervisor**

DDA Appointments

Planning Commission Appointments

Emergency Siren Discussion

### **Superintendent**

2026 Sheriff Contract

Ordinance Officer Report

## **IX. Reports**

- November 2025 KABA Reports
- November 2025 Sheriff's Reports
- November Bauckham, Thall, Seeber, Kaufman & Koches, P.C. Invoice
- Bills Paid: December 18, 2025, through December 31, 2025

## **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**  
**January 5, 2026**

**From:** Clerk Nicole Beauchamp, Township Clerk  
**Re:** Approval of Minutes from December 15, 2025 Regular Board Meeting

**Attachments:**  
[12-15-2025 Regular Meeting MinutesDRAFT.pdf](#)

**MINUTES OF THE REGULAR MEETING OF  
THE CHARTER TOWNSHIP OF COMSTOCK  
TOWNSHIP BOARD  
KALAMAZOO COUNTY, MICHIGAN  
DECEMBER 15, 2025**

**CALL TO ORDER**

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

The meeting was called to order at 6:00 p.m. Treasurer Sandy Bloomfield was absent.

There were approximately 47 members of the public present.

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

The Pledge of Allegiance to the Flag of the United States of America was recited.

**APPROVAL OF AGENDA**

Clerk Beauchamp made a motion to approve the agenda. Trustee Pratt asked to add two items under Trustee. The motion was withdrawn.

**RESULT: WITHDRAWN [UNANIMOUS]**  
**MOVER:** Clerk Nicole Beauchamp  
**SECONDER:**

Trustee Pratt asked for the addition of two items: 1) a recent circuit court ruling involving a member of the Board of the Township; 2) a response to some comments that were made at the last meeting by the Supervisor.

Clerk Beauchamp made a motion to approve the agenda as amended. Trustee Pratt seconded the motion.

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

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

Five members of the public spoke at Public Comment.

**ANNOUNCEMENTS FOR DEPARTMENTS/BOARDS/COMMISSIONS**

Kalamazoo County Commissioner John Gisler gave updates on declaring housing a Public Health Crisis, the U of M BESS report, and a potential Child Care item on the May ballot.

## **CONSENT AGENDA**

Trustee Pratt made a motion to approve the consent agenda for December 15, 2025. Trustee Cherry seconded the motion.

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

- Approval of minutes from December 1, 2025 Special Board Meeting
- Approval of minutes from December 1, 2025 Regular Board Meeting
- Bills Payable: December 16, 2025
- Everbridge renewal (NIXLE)
- Budget Adjustments
- 2026 Water Fund Budget
- 2026 Sewer Fund Budget
- 2026 DDA Budget

## **PRESENTATION(S)**

There were no presentations given.

## **BUSINESS**

### **FIRE & RESCUE**

#### Station 9-3 Presentation

Chief Beauchamp, Lieutenant Mike Meulman, and Finance Director Padgett gave a presentation on the proposed new Fire Station 9-3, including information on the other two fire stations in the township and financial information.

### **PLANNING & ZONING**

Second Reading of Ordinance No.563: Accessory Structure and Chicken Ordinance Text Amendments

Clerk Beauchamp made a motion to approve the second reading of Ordinance No. 563 - Accessory Structure and Chicken Ordinance Text Amendments. Trustee Pratt seconded the motion. A Roll Call vote was held.

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

## Second Reading of Ordinance No.564: Battery Energy Storage Systems

Trustee Cherry made a motion to approve the second reading of Ordinance No. 564 - Battery Energy Storage Systems. Trustee McIver seconded the motion. A Roll Call vote was held.

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

## CLERK

### 2026 Fee Schedule

Trustee Cherry made a motion to approve the 2026 Fee Schedule with the Text Amendments at \$700. Trustee Pratt seconded the motion

<b>RESULT:</b>	<b>PASSED [5 TO 1]</b>
<b>MOVER:</b>	Trustee Kristie Cherry
<b>SECONDER:</b>	Trustee Bob Pratt
<b>AYES:</b>	Clerk Nicole Beauchamp, Trustee Jerry Amos, Trustee Kristie Cherry, Trustee Terry McIver, Trustee Bob Pratt
<b>NAYS:</b>	Supervisor Ben Martin
<b>ABSENT:</b>	Treasurer Sandy Bloomfield

## TREASURER

There was no Treasurer business to discuss.

## TRUSTEE

### Circuit Court Case involving a Township Board Member

Trustee Pratt gave a brief notice regarding Case No. 2024-06-14-CH in the 9th Circuit Court that involved Treasurer Bloomfield. More discussion will take place at the next meeting when she is present.

### Supervisor Comments regarding Deputy Treasurer

Trustee Pratt addressed comments the Supervisor made at the December 1st meeting as a friend of the Deputy Treasurer. He also addressed concerns regarding behavior and actions of the Deputy Treasurer specifically in the Board room during meetings.

## SUPERVISOR

### Planning Commission Appointments

Supervisor Martin made a motion to appoint Larry Nichols to the Planning Commission. Trustee Amos seconded the motion.

After discussion, members of the Board asked for more time to consider all the Planning Commission appointments. The motion was withdrawn by agreement of Supervisor Martin and Trustee Amos.

<b>RESULT:</b>	<b>WITHDRAWN [UNANIMOUS]</b>
<b>MOVER:</b>	Supervisor Ben Martin
<b>SECONDER:</b>	Trustee Jerry Amos
<b>ABSENT:</b>	Treasurer Sandy Bloomfield

Clerk Beauchamp made a motion to table the Planning Commission appointments until the next Township Board meeting. Trustee Pratt seconded the motion.

<b>RESULT:</b>	<b>PASSED [5 TO 1]</b>
<b>MOVER:</b>	Clerk Nicole Beauchamp
<b>SECONDER:</b>	Trustee Bob Pratt
<b>AYES:</b>	Clerk Nicole Beauchamp, Trustee Jerry Amos, Trustee Kristie Cherry, Trustee Terry McIver, Trustee Bob Pratt
<b>NAYS:</b>	Supervisor Ben Martin
<b>ABSENT:</b>	Treasurer Sandy Bloomfield

## **FINANCE**

### Public Hearing - 2026 General Fund Budget

At approximately 7:23 p.m. Clerk Beauchamp made a motion to Open the Public Hearing for the 2026 General Fund Budget. Trustee Pratt seconded the motion.

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

Tamme Keeler asked that the General Fund include tornado sirens; in her opinion, money and time has been wasted. She also stated that air raid sirens will be necessary if the BESS comes into Comstock.

Jeannie Kissinger indicated her comments would be about the Fire Department and was instructed to wait until that public hearing time.

At 7:26 p.m. Trustee Cherry made a motion to Close the Public Hearing on the 2026 General Fund Budget. Clerk Beauchamp seconded the motion.

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

## 2026 General Fund Budget Resolution

Clerk Beauchamp made a motion to approve Resolution No. 2025-23 General Fund Budget Resolution. Trustee Cherry seconded the motion. A Roll Call vote was held.

<b>RESULT:</b>	<b>PASSED [5 TO 1]</b>
<b>MOVER:</b>	Clerk Nicole Beauchamp
<b>SECONDER:</b>	Trustee Kristie Cherry
<b>AYES:</b>	Clerk Nicole Beauchamp, Trustee Jerry Amos, Trustee Kristie Cherry, Trustee Terry McIver, Trustee Bob Pratt
<b>NAYS:</b>	Supervisor Ben Martin
<b>ABSENT:</b>	Treasurer Sandy Bloomfield

## Public Hearing - 2026 Fire Operating Budget

At approximately 7:31 p.m. Clerk Beauchamp made a motion to Open the Public Hearing for the 2026 Fire Operating Budget. Trustee Cherry seconded the motion

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

Jeannie Kissinger does not want a new facility because it will raise taxes. She also stated the training facility on Nazareth Road was paid for in part by Comstock taxes. The fire department can't make it down to her street on Lawndale in good time. She says taxes were just doubled and the fire station plan needs to be put off for more than three years. She also said she could have saved the township big bucks if somebody would have called Jeff Perrigo on the Seagrave like she told him to and all the engines would have been half the price the township paid for them.

Tamme Keeler wondered why they didn't think of this (more men) when they were building the one on River Street. She understands it being close to the highway but the one on E. Michigan and the one on River Street is already close to the highway. It is a waste of tax money and taxpayer money. People can't take much more and will lose their houses for not paying taxes because tax money is being pocketed and used for stupid things like a new fire station. This is not New York City, and we don't need something that big so stop trying to make this into New York City. The fire station that used to be on Comstock Ave got to her on time. Use that money for something else. COVID money was wasted and could have been used for a fire station instead of the township hall.

Dean Rockwell stated he has friends in Grand Rapids and they're building their first fire station in 37 years; the Kendall Street station that services a population larger than Comstock but will be 2,500 square feet. He has the utmost respect for these heroes on the fire department and asked why a fire station in Grand Rapids is being funded by state grants and possibly a millage and whether that is something that can be looked at for Comstock Township, as well as bonds, so the public weigh in would be greater.

At approximately 7:37 p.m. Clerk Beauchamp made a motion to Close the Public Hearing for the 2026 Fire Operating Budget. Trustee Cherry seconded the motion.

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

#### Public Hearing - 2026 Fire Capital Budget

At approximately 7:38 p.m. Trustee Cherry made a motion to Open the Public Hearing for the 2026 Fire Capital Budget. Trustee Pratt seconded the motion.

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

At approximately 7:39 p.m. Clerk Beauchamp made a motion to Close the Public Hearing for the 2026 Fire Capital Budget. Trustee Pratt seconded the motion.

Clerk Beauchamp clarified for the Board that the new fire station is not on this budget because it's not approved, and that the Board would not be voting on that tonight.

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

#### 2026 Fire Fund Budget Resolution

Clerk Beauchamp made a motion to approve Resolution 2025-24 Fire Resolution. Trustee Cherry seconded the motion. A Roll Call vote was held.

<b>RESULT:</b>	<b>PASSED [4 TO 2]</b>
<b>MOVER:</b>	Clerk Nicole Beauchamp
<b>SECONDER:</b>	Trustee Kristie Cherry
<b>AYES:</b>	Clerk Nicole Beauchamp, Trustee Kristie Cherry, Trustee Terry McIver, Trustee Bob Pratt
<b>NAYS:</b>	Supervisor Ben Martin, Trustee Jerry Amos
<b>ABSENT:</b>	Treasurer Sandy Bloomfield

### Public Hearing - 2026 Municipal Streets Fund Budget

At approximately 7:41 p.m. Clerk Beauchamp made a motion to Open the Public Hearing for the 2026 Municipal Streets Fund Budget. Trustee Pratt seconded the motion.

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

At approximately 7:41 p.m. Clerk Beauchamp made a motion to Close the Public Hearing. Trustee Pratt seconded the motion.

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

### 2026 Municipal Streets Fund Budget Resolution

Clerk Beauchamp made a motion to approve Resolution 2025-25 Road Maintenance and Improvement Resolution. Trustee Cherry seconded the motion. A Roll Call vote was held.

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

### Public Hearing - 2026 Police Fund Budget

At approximately 7:43 p.m. Trustee Cherry made a motion to Open the Public Hearing for the 2026 Police Fund Budget. Trustee Pratt seconded the motion.

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

Tamme Keeler feels Comstock Township needs more police and its own police department, maybe in the old bank. She doesn't know how much the police are being paid to come here and not the state police. We do need more protection around here because we have them walking in our yards, stealing all of our cars. We need more police protection; it's getting bad around here. These homeless people just think that they can just walk in your yard, jump in your car. Something's got to be done. Get a little police department in here. We need more policemen.

Jeannie Kissinger spoke about the building on the corner of River Street and E. Michigan. The gentleman just replaced all the windows in there two weeks ago and all his windows are broken out again. We need police protection and we need it now. It's not a safe place to live right this second. And then we have people following us, harassing us. We need some protection and a police station would be ideal. The poor guy on the corner of River and East Michigan replaced his windows three times this year and they're all broke again.

At approximately 7:46 p.m. Clerk Beauchamp made a motion to Close the Public Hearing. Trustee Amos seconded the motion.

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

#### 2026 Police Fund Budget Resolution

Clerk Beauchamp made a motion to approve Resolution No 2025-26 Law Enforcement Resolution. Trustee Amos seconded the motion. A Roll Call vote was held.

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

#### Public Hearing - 2026 Senior Services Budget

At approximately 7:50 p.m. Clerk Beauchamp made a motion to Open the Public Hearing for the 2026 Senior Services Budget. Trustee Amos seconded the motion.

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

At 7:51 p.m. Clerk Beauchamp made a motion to Close the Public Hearing.

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

#### 2026 Senior Services Fund Budget Resolution

Clerk Beauchamp made a motion to approve Resolution 2025-27 Senior Services. Trustee Amos seconded the motion. A Roll Call vote was held.

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

#### Public Hearing - 2026 Library Budget

At approximately 7:53 p.m. Clerk Beauchamp made a motion to Open the Public Hearing for the 2026 Library Budget. Trustee Amos supported the motion.

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

Karen Hite said she has lived in Richland Township and in Charleston Township and in Comstock Township and has never paid so much for a library as we do here in Comstock Township. Of her taxes, \$800 goes to the library. She asked what do they do? Do they dry clean their books? She can't see why it needs to be that high and that kind of money when taxpayers are already strapped paying their bills. The library owns its own building so what are they doing with their money. Her Charlestown Township tax bill shows \$35 going to the library.

At approximately 7:54 p.m. Clerk Beauchamp made a motion to Close the Library Public Hearing. Trustee McIver seconded the motion.

**RESULT: PASSED [UNANIMOUS]**

<b>MOVER:</b>	Clerk Nicole Beauchamp
<b>SECONDER:</b>	Trustee Terry McIver
<b>AYES:</b>	Supervisor Ben Martin, Clerk Nicole Beauchamp, Trustee Jerry Amos, Trustee Kristie Cherry, Trustee Terry McIver, Trustee Bob Pratt
<b>ABSENT:</b>	Treasurer Sandy Bloomfield

### 2026 Library Fund Budget Resolution

Trustee Cherry made a motion to approve the 2026 Library Fund Budget Resolution 2025-28. Clerk Beauchamp seconded the motion. A Roll Call vote was held.

<b>RESULT:</b>	<b>PASSED [5 TO 1]</b>
<b>MOVER:</b>	Trustee Kristie Cherry
<b>SECONDER:</b>	Clerk Nicole Beauchamp
<b>AYES:</b>	Supervisor Ben Martin, Clerk Nicole Beauchamp, Trustee Jerry Amos, Trustee Kristie Cherry, Trustee Terry McIver, Trustee Bob Pratt
<b>NAYS:</b>	Trustee Jerry Amos
<b>ABSENT:</b>	Treasurer Sandy Bloomfield

### **SUPERINTENDENT**

#### Superintendent Report

Superintendent Hess gave updates on the Road Commission of Kalamazoo County financial match for 2026 and the Sheriff contract to be discussed at the next meeting, progress on the Employee Handbook. He also gave a special thank you to Finance Director Padgett for his work on the 2026 Budget.

### **REPORTS**

- Bills Paid: December 4, 2025, through December 11, 2025
- Cash Summary by Fund - November 2025
- Cash Summary by Bank Account - November 2025
- November 2025 Fire Report
- November 2025 - Fire Department Public Relations Report

### **INFORMATIONAL/FUTURE ACTION ITEMS**

- FOIA Requests

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

Six people spoke during Public Comments.

### **MEMBERS COMMENTS**

Board member comments were heard.

### **ADJOURNMENT**

The meeting was adjourned at 8:21 p.m.

Minutes signatures

Attested:

---

Nicole Beauchamp, Township Clerk

---

Ben Martin, Township Supervisor

DRAFT



# MEMO

**Charter Township of Comstock Township Board**  
**January 5, 2026**

**From:** Bret Padgett  
**Re:** Out of State Travel

Per the Township policy on out-of-state travel, I am requesting board approval to attend the Association of Public Treasurers of the United States and Canada mid-year board meeting in Oklahoma City from March 27-29, 2026. All expenses, including airfare, transportation, lodging and meals are covered by APT US&C.



Charter Township of  
**Comstock**

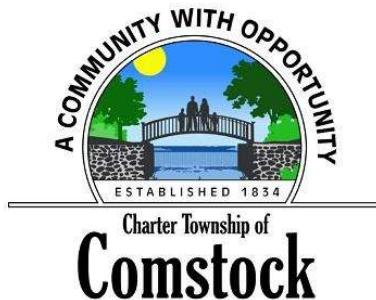
# **MEMO**

**Charter Township of Comstock Township Board**  
**January 5, 2026**

**From:** **Kerrie Beauchamp, Executive Assistant**

**Re:** **Fire Department Presentation on Response Times**

Fire Department Presentation



# MEMO

**Charter Township of Comstock Township Board**  
**January 5, 2026**

**From:** **Kerrie Beauchamp, Executive Assistant**  
**Re:** **New Station 9-3 - Phase II Architectural Services**

Requesting to move forward with Phase II Architectural Services for the new Station 9-3 for the amount of \$371,920.

Attached is the project proposal.

Also, attached is the presentation for Phase I design and justification.

**Attachments:**

[2025-12-18\\_Charter Twp of Comstock Fire & Rescue RFP - JPR\\_REVISED FEES BREAKDOWN.pdf](#)  
[Comstock Fire and Rescue .pdf](#)  
[Public handout1.pdf](#)

## 4.3 - PROJECT PROPOSAL - PHASE 2 TIMELINE & FEES

**DESIGN DEVELOPMENT:** Based on the input gained through Phase 1, and utilizing the approved schematic design, JPR will prepare Design Development Drawings that will serve as the basis for future Construction Documents and an updated cost estimate. JPR will continue to meet with Comstock Fire and Rescue (CFR) to discuss plans and obtain input throughout the design development process. Following this coordination, JPR will incorporate the feedback received and complete any necessary revisions to the drawings. The services proposed for this task include:

- Development of architectural and MEP drawings;
- Development of outline specifications;
- Distribution of drawing set to CFR to obtain input and make necessary changes;

Prior to the conclusion of the Design Development Phase, JPR will submit a 60% Review Set for cost estimating purposes. The cost estimates will be developed by measuring all major components of the work and applying unit rates typical for competitively bid projects in Southwestern Michigan. The estimate will include a summary sheet and details for all applicable architectural, structural, mechanical, electrical, and site development components.

**CONSTRUCTION DOCUMENTS:** Upon approval of the Design Development Drawings, JPR will prepare working drawings and technical specifications to construct the work. The Construction Document Phase is where experience with the special needs of a fire station is critical. Our knowledge will support the Department in constructing a fully functional, state-of-the-art facility. Our internal quality control procedures will ensure that the building meets safe practice standards, as well as those standards prioritized by you. JPR will complete the drawings and specifications and prepare these for permitting submittals.

The Construction Documents and related professional services that JPR will provide shall include, but are not limited to:

- Construction Documents necessary for final bidding and regulatory approvals;
- Plans will be submitted to regulatory authorities for review and approval;
- Incorporation of regulatory authority comments into plan set.

All final form documents will be submitted electronically. A cost estimate of the final construction costs (tabulated at 90% project completion) will also be developed during this phase.

**BIDDING SERVICES:** The project plans will be submitted simultaneously to all required state and local reviewers. JPR will then meet with Chief Beauchamp to review all comments and determine the level of adjustments needed to the drawings and specifications to meet the project budget, schedule criteria, and reviewer revisions (if any).

JPR will assist in the bidding and negotiation phase of this project. This will include, but not be limited to the following:

- Production and distribution of plan sets and specifications for bidding;
- Conduct pre-bid conference;
- Answer Contractor questions, issue addenda, and review product specifications and substitutions.

PHASE 2 TASK	START	LENGTH OF PHASE	COMPLETION
<b>Design Development</b>	1/06/26	8 Weeks	02/27/26
<b>60% Design Development Cost Estimate</b>	02/23/26	4 Weeks	03/20/26
<b>Construction Documents</b>	03/24/26	10 Weeks	05/08/26
i. 100% Review Set Construction Documents	05/01/26	1 Day	05/01/26
ii. QA/QC Review	05/04/26	1 Week	05/08/26
iii. 100% CDs / CDR, Owner Submission	05/08/26	1 Day	05/08/26
<b>90% Construction Documents Cost Estimate</b>	04/27/26	4 Weeks	5/22/26
<b>Bidding</b>	5/18/26	6 Weeks	6/26/26
<b>PHASE 2 FEE: \$371,920</b>			



# Comstock Fire and Rescue

## STATION 9-3



# Project Introduction

- ▶ The fire department's existing facilities **no longer meet current operational, safety, or staffing needs.**
- ▶ **Stations 1 and 3 are undersized and landlocked**, limiting functionality and future expansion.
- ▶ Facilities were **designed for a smaller department and lower call volume.**
- ▶ **Increased 24-hour staffing and rising demand** require safe, functional, and equitable living and working spaces.

Proposed construction will address facility limitations and provide solutions that support firefighter safety, operational efficiency, and continued service to a growing township.

# Stations and Staffing

- ▶ 9-1 (1960 River Street)
  - ▶ Staffed with three personnel
- ▶ 9-2(5947 E. H Ave.)
  - ▶ Staffed with two personnel
- ▶ 9-3(8700 E. Michigan)
  - ▶ Staffed with two personnel



9-1 1960 River Street



9-2 5947 E. H Ave



9-3 8700 E. Michigan Ave.





# Department Personnel

- ▶ Fifteen full time operational staff
  - ▶ Work 48-hour shifts
    - ▶ Live, Work, Train, Eat and Rest
    - ▶ The Stations are home for the personnel when on shift
- ▶ Thirty Part-time/ Paid-on-call operational staff
  - ▶ Work 8hr to 48hr shifts
    - ▶ Most have another profession and dedicate off time to the community
    - ▶ Will work shifts like the full-time staff, can also respond from home for higher acuity calls.
- ▶ Maintaining staffed stations ensures faster, more effective emergency response when every second counts

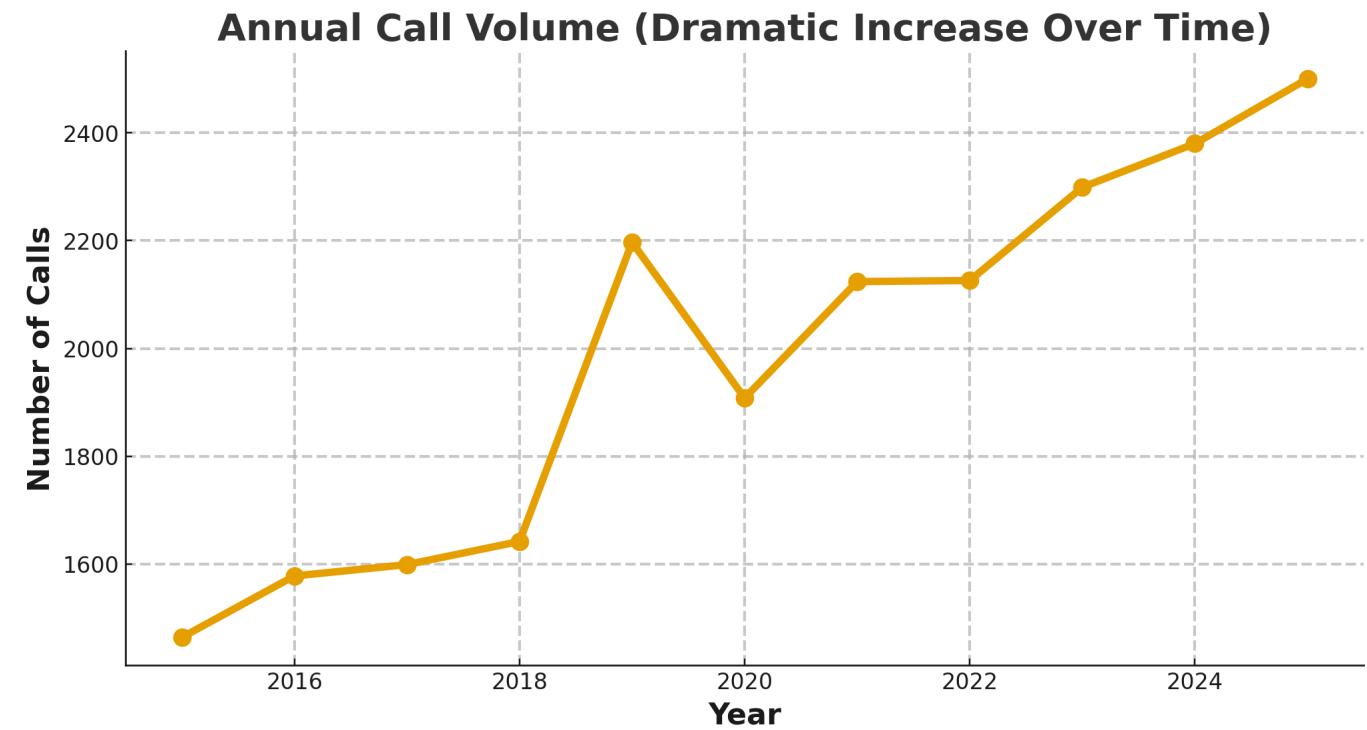


# Department Personnel (cont.)

- ▶ Three Chiefs
  - ▶ Chief, Deputy Chief, Assistant Chief
    - ▶ Each Chief's office is at a separate station
    - ▶ Respond with the crews to incidents
- ▶ Fire Marshal
  - ▶ Code enforcement, Community outreach
  - ▶ Office is located at station 9-3
- ▶ Executive Administrative Assistant
  - ▶ Responsible for secretarial duties for the Comstock Fire & Rescue Chief Officers, performing confidential administrative and clerical tasks
  - ▶ Administrative Assistant also provides relief for township hall staff as requested by the superintendent
  - ▶ Office is located at station 9-3



# Increasing Call Volume



*“Taking care of those who depend on us”*



# Station 9-1 Challenges (1960 River Street)

- The station operates **24/7 with three personnel**, placing continuous strain on space and resources.
- There is **only one shower for the entire crew**, and it is located **inside a bedroom**, limiting privacy and access.
- The **kitchen serves as the only common area**, leaving no dedicated space for crew decompression or collaboration.





# Station 9-1 Challenges (1960 River Street)



- **Offices and work areas sit directly beside sleeping quarters**, contributing to noise, disruption, and fatigue.
- **Lockers are located within the bedrooms**, further reducing privacy and usable personal space.
- When incident volume increases and staffing is boosted, **personnel must share bedrooms**, creating additional stress and crowding.



# Station 9-1

10,000 sq ft

# Station 9-3 Challenges (8700 E. Michigan)

- ▶ This station was originally built to support ONE on-duty firefighter. It now houses TWO personnel 24/7—immediately doubling the demand on space, facilities, and living quarters.
- ▶ During shift change, FOUR operational personnel are in the building, overwhelming a layout that was never intended for more than a single occupant.
- ▶ Only ONE shower serves all operational staff, and it is located inside the bedroom bathroom—creating major privacy issues and limiting access as staffing has increased.





## Station 9-3 Challenges (8700 E. Michigan)



- ▶ **The kitchen area is extremely small, with seating for only two people.**
- ▶ This undersized room is also the ONLY common area available, making it inadequate for crews during shift change or administrative interactions.
- ▶ **Three administrative staff work out of this same station, further increasing congestion and competition for limited space and resources**

# Station 9-3 Challenges (8700 E. Michigan)

- ▶ **Off-duty personnel must store their gear in the apparatus bay, creating congestion, safety concerns, and further limiting already tight space.**
- ▶ **All crew lockers are located inside the bedrooms, offering virtually no privacy and forcing personnel to access personal gear in shared sleeping quarters.**





## Station 9-3 Challenges (8700 E. Michigan)



- ▶ **The station is completely landlocked, leaving no physical room for expansion of living quarters, offices, or operational spaces.**
- ▶ **There is no ability to enlarge the current layout, even though staffing and operational demands have grown significantly.**
- ▶ **Current apparatus already occupy the entire bay area, providing no space for additional units or future needs.**
- ▶ **Bottom line:** The station houses far more people and equipment than it was ever designed for, resulting in severe crowding, compromised privacy, and growing operational inefficiencies.



Station  
9-3  
6000 sq/ft

# Intended Results



## Increased FF Health and Wellness

- Cancer prevention
- Sleep Quality

## Decreased Liability

- Equal Opportunity and Accommodation
- Increased personnel safety

## Increased Community Coverage

- Improve and Equalized response times
- Life Safety
- Property Protection
- Operational Efficiency

## Future Growth



# Proposed Site Plan

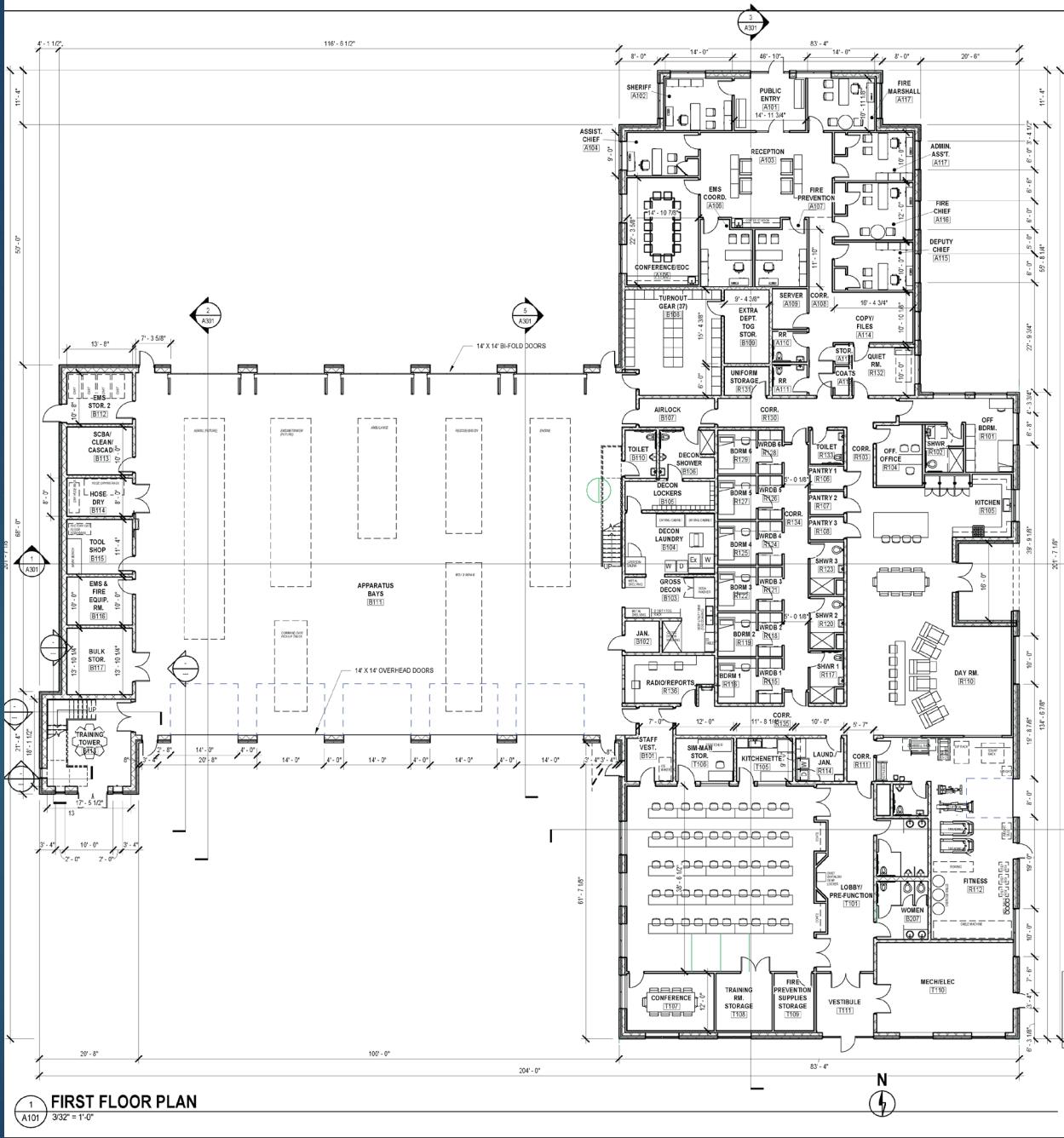




# First Floor Layout

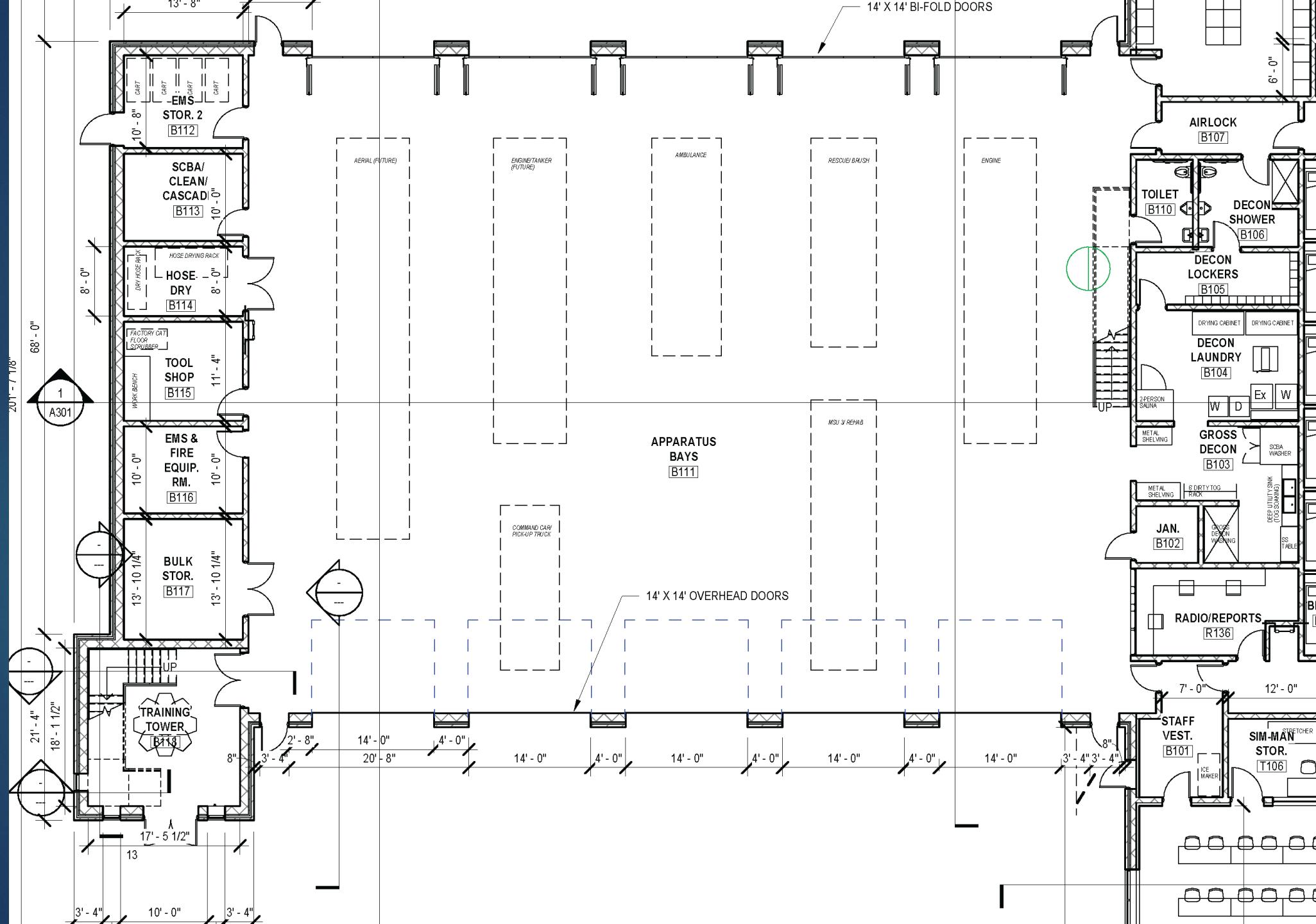
25,312 sq ft

10080 E. Michigan Ave.



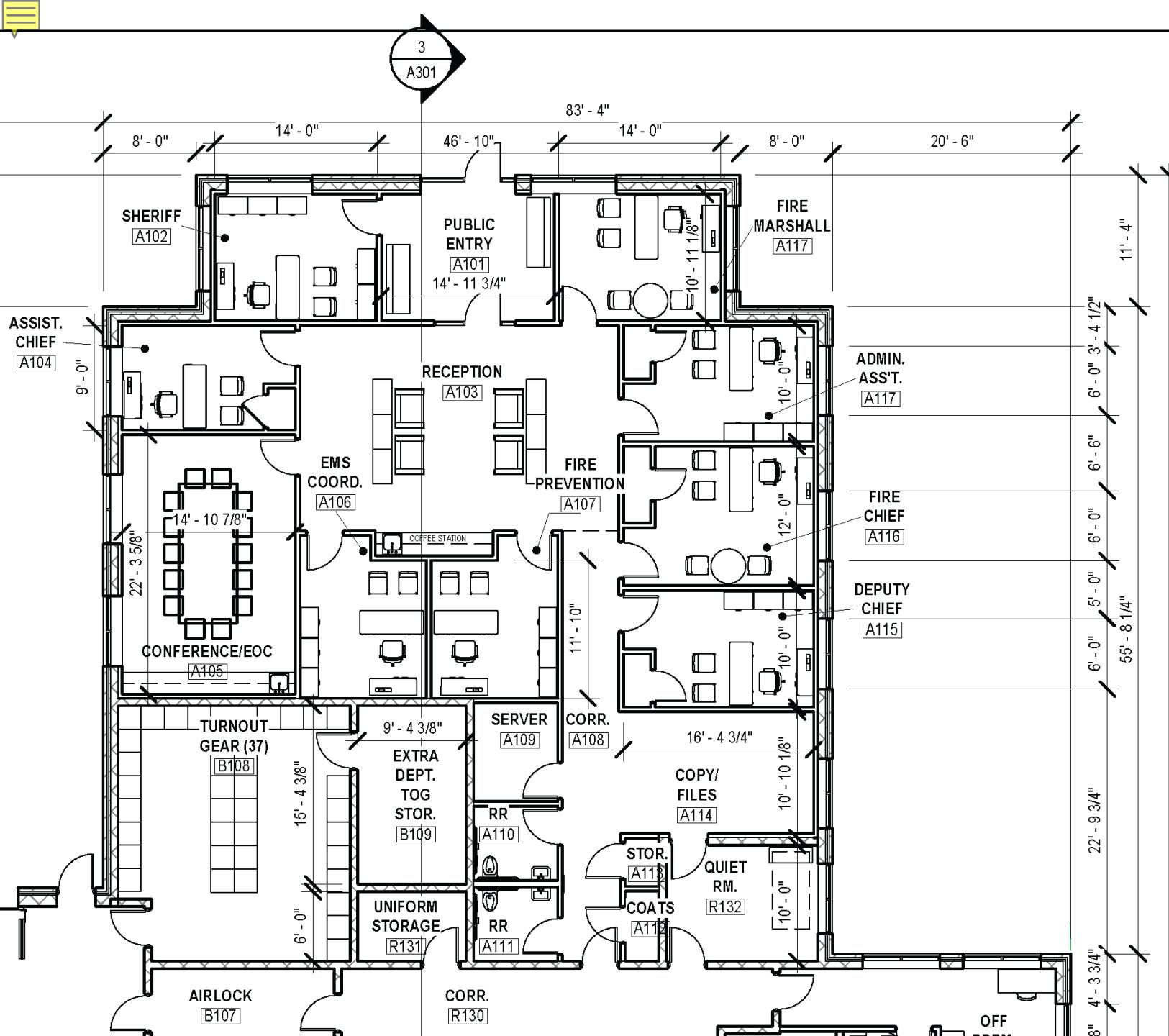


# Apparatus Bay



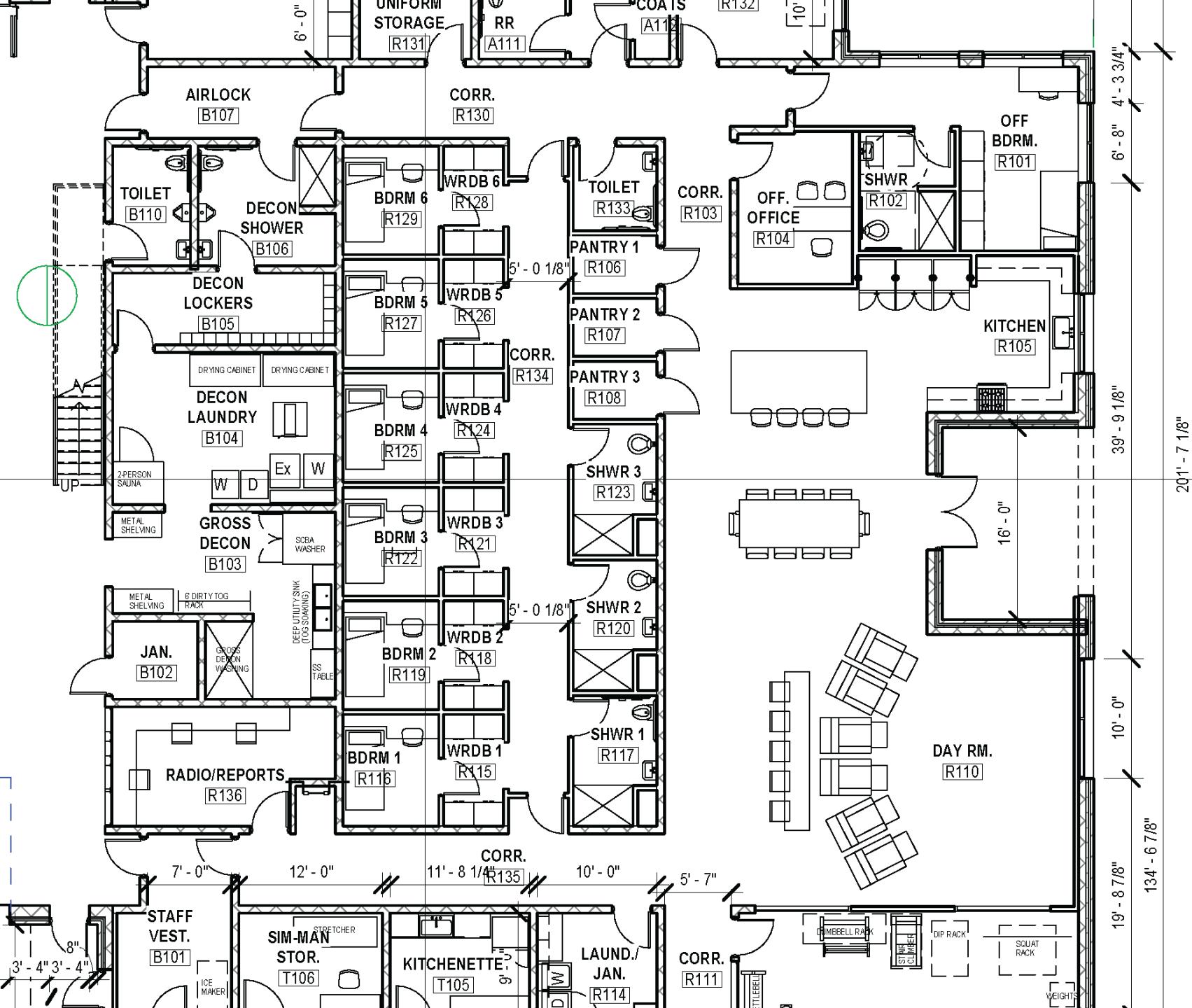


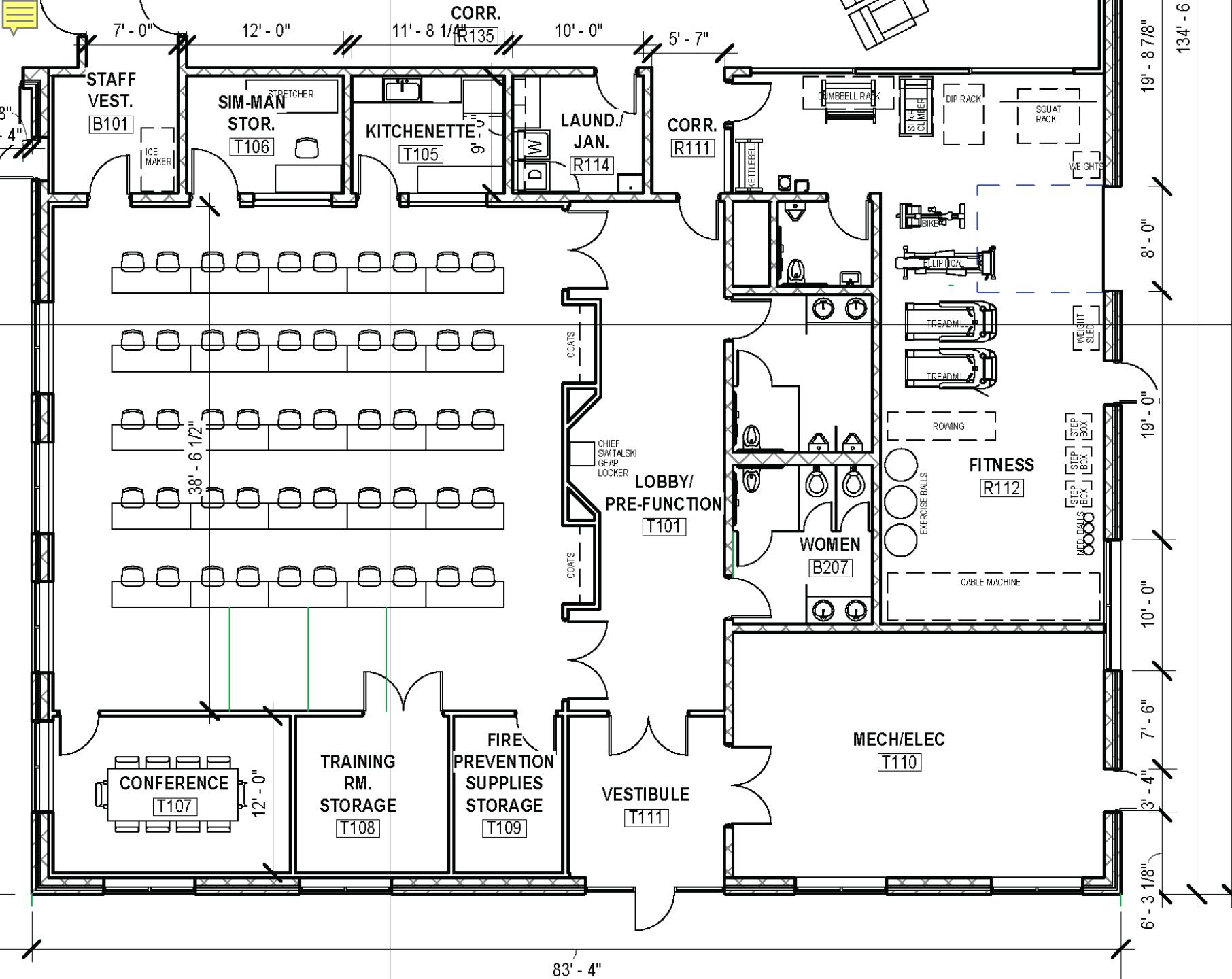
# Admin Area & Gear Storage





# Staff Living Quarters



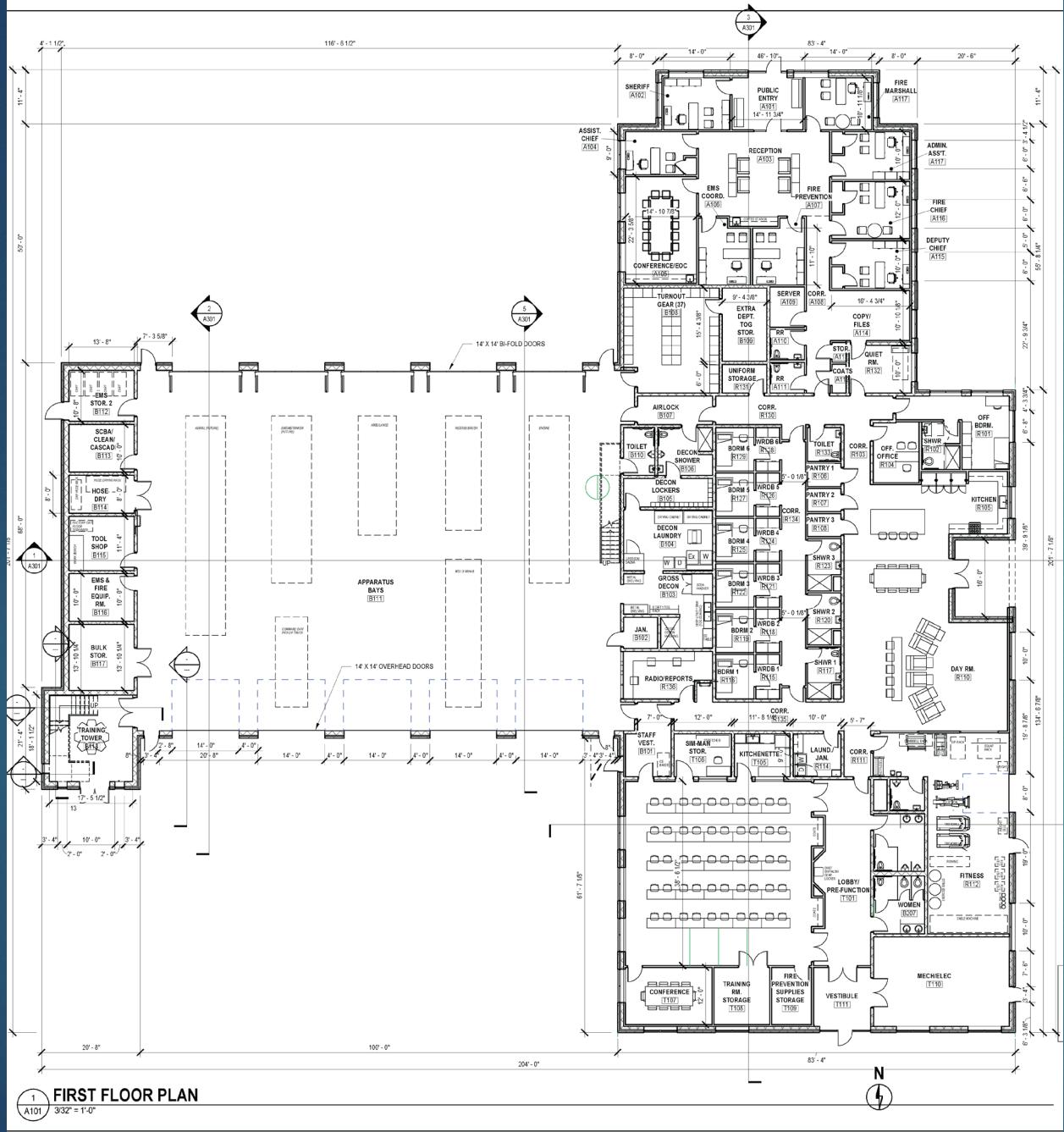


# Community & Training Space

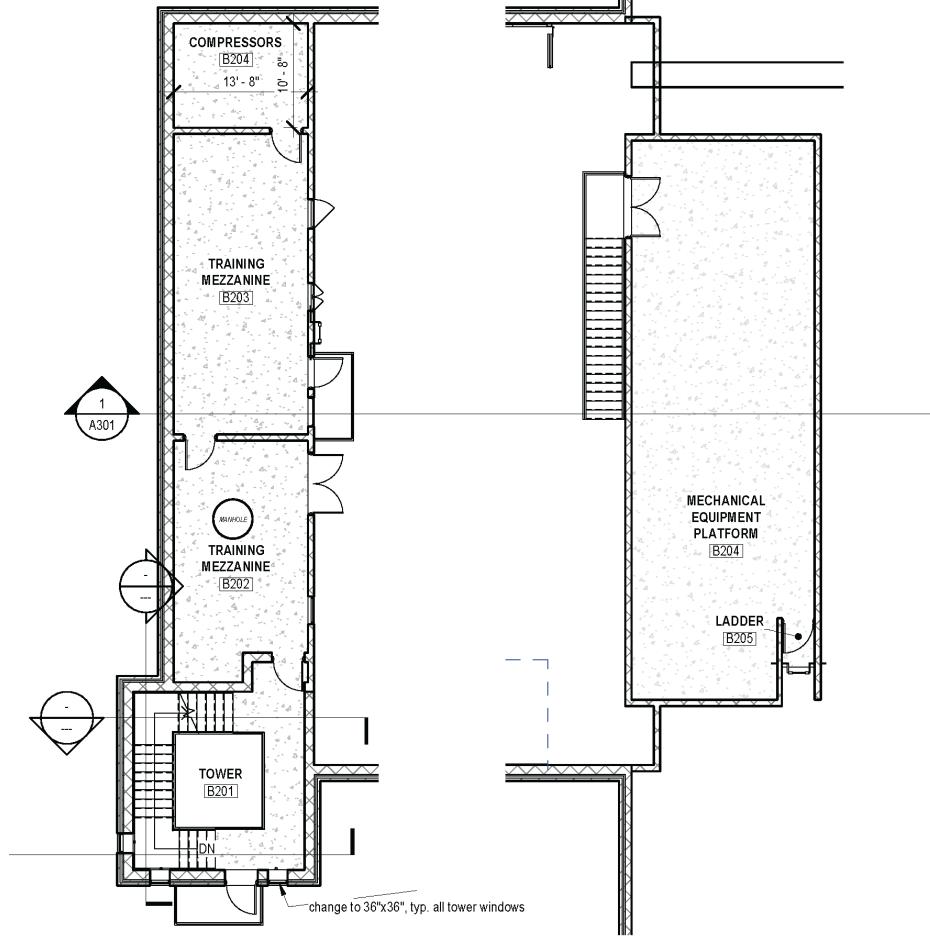




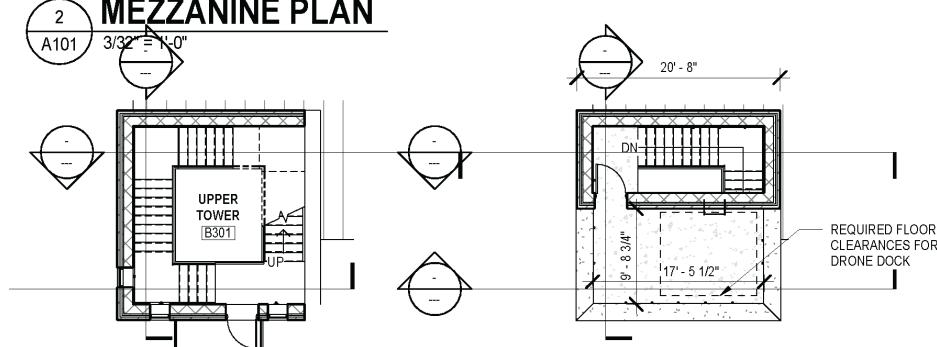
# First Floor Layout



# 2nd Floor & Training Tower Layout

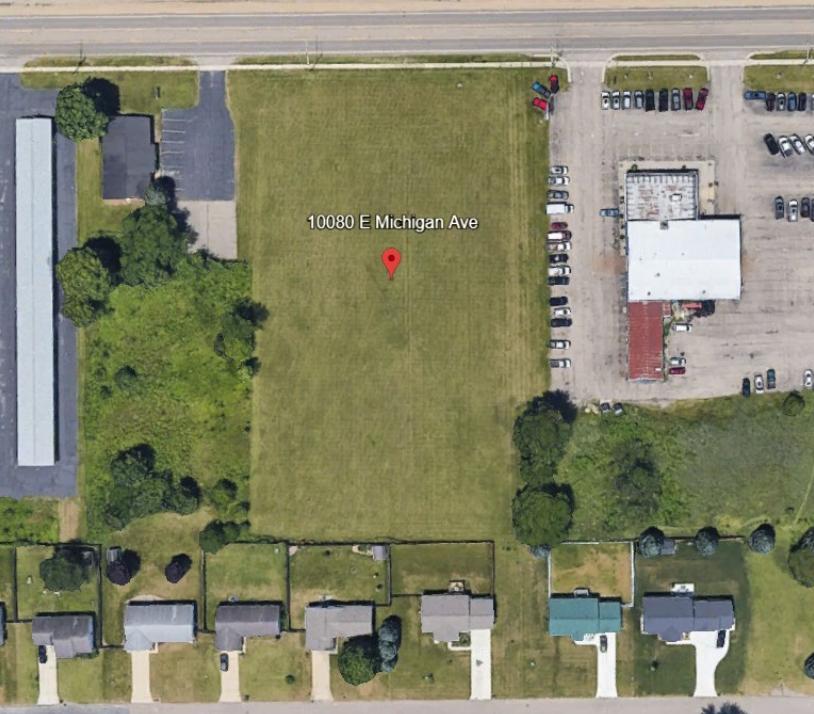


MEZZANINE PLAN



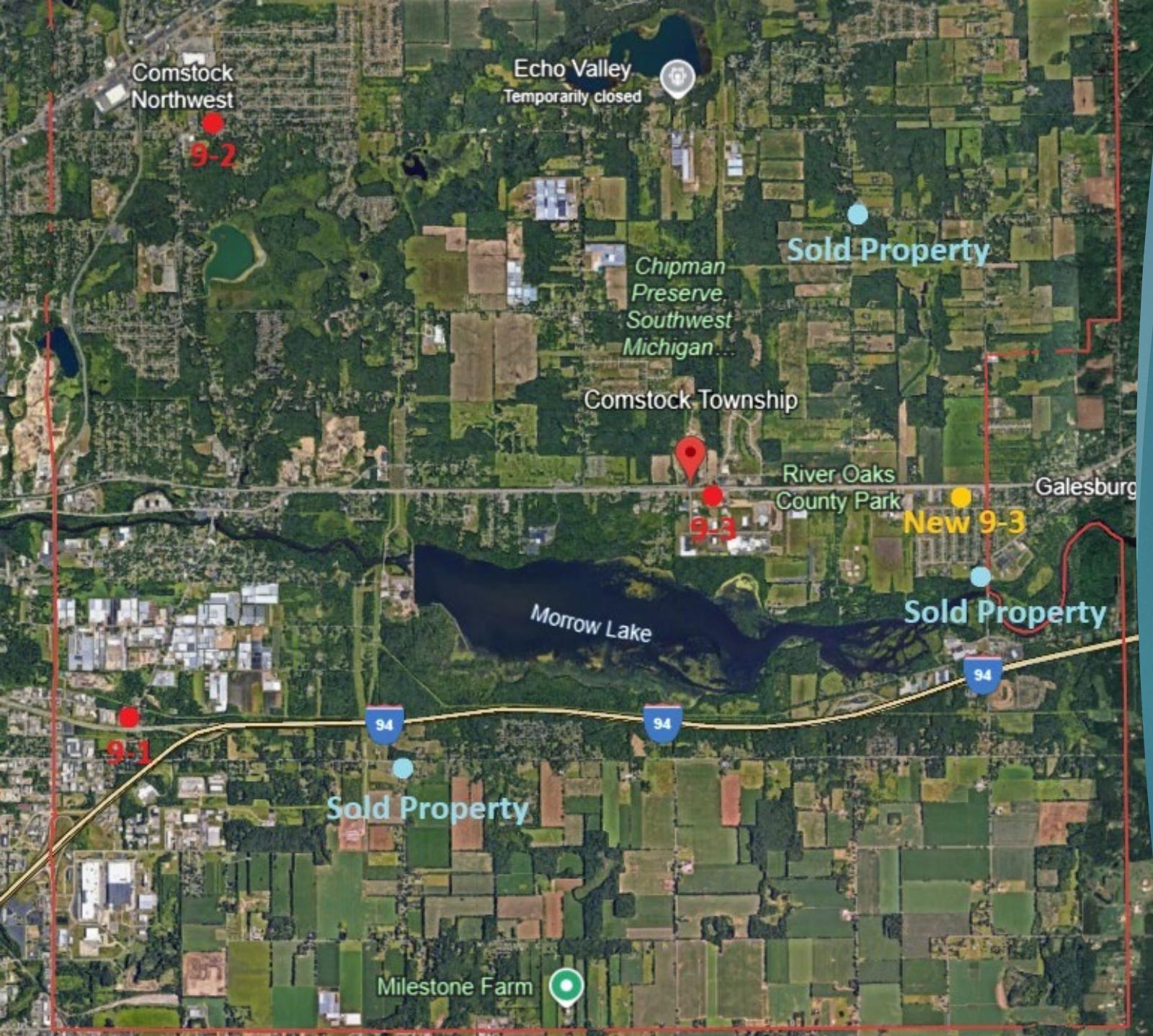
TOWER UPPER PLAN

TOWER 3RD FLOOR PLAN



10080 E.  
Michigan  
Ave.





# Station Locations

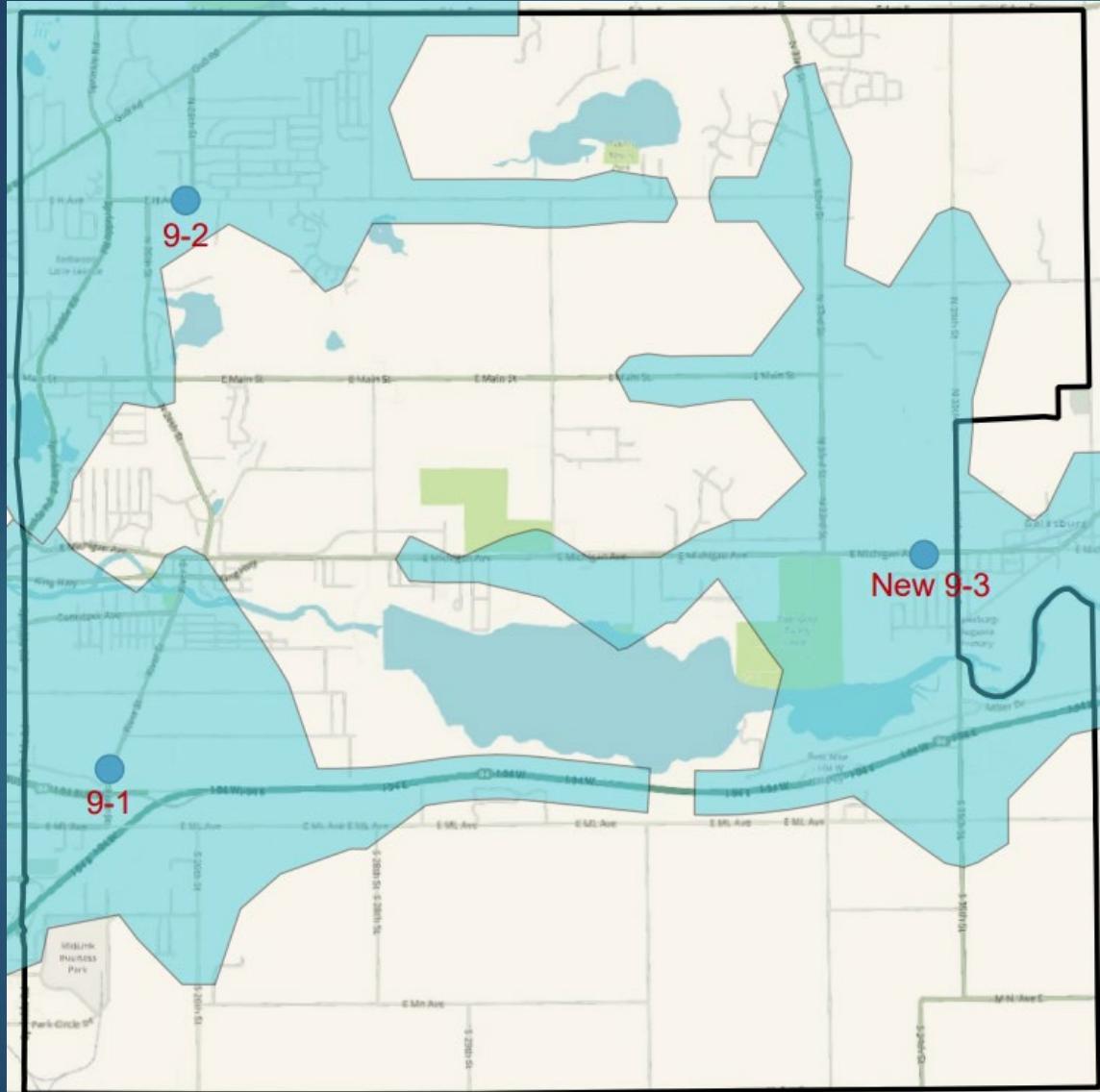


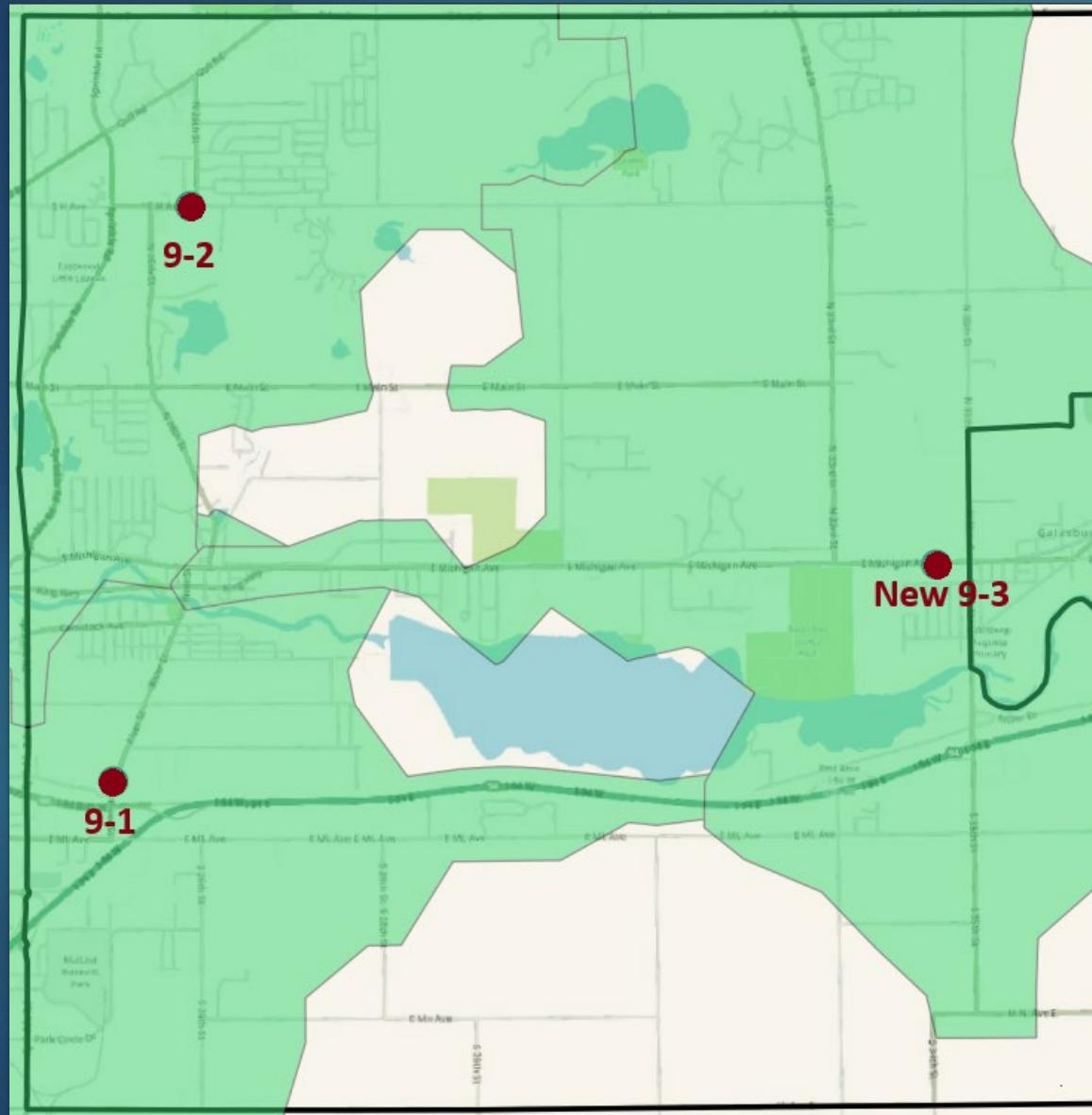
# Why Now?

- ▶ Facilities no longer meet operational or safety requirements
- ▶ Growing staffing levels cannot be supported in current layouts
- ▶ Improving and Rebalancing response times is essential for resident safety
- ▶ Early investment prevents cost increases later
- ▶ Opportunity to modernize with an efficient, consolidated design



# Comstock Fire 4-minute response area

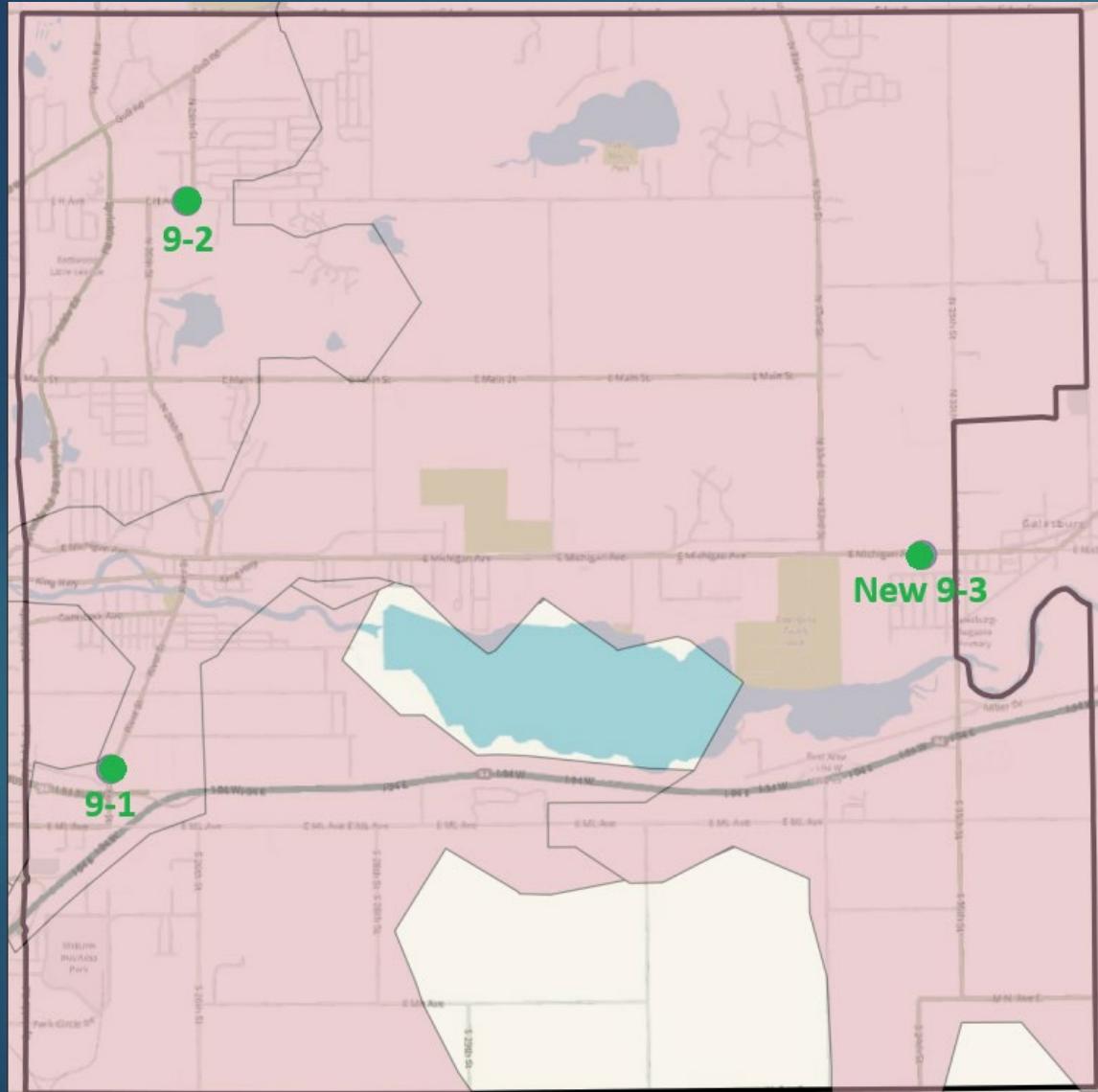




# Comstock Fire 6-minute response area



# Comstock Fire 8-minute response area





# Why are response times important

## Fire Response

- **NFPA notes that fires can double in size every 30–60 seconds;** NFPA 1710's 4-minute (240-second) first-engine benchmark requires strategically located stations—making a new station essential to achieve faster response, improve life safety, reduce firefighter risk, and limit property loss.

Source: NFPA 1710 – Standard for the Organization and Deployment of Fire Suppression Operations

## Medical/Traumatic injury

- **Rapid response is critical for traumatic injuries** - early intervention within the "Golden Hour" dramatically improves survival and functional outcomes by controlling bleeding, protecting the brain, and enabling lifesaving care such as CPR, defibrillation, and rapid transport to a trauma center; delays of even minutes increase mortality and long-term disability.

Source: American College of Surgeons Committee on Trauma (ACS-COT); American Heart Association (AHA)

# Why are response times important



## ► Emergency Medical Services

- **Rapid EMS response is critical** - early care in the first minutes of a medical emergency directly increases survival and recovery by limiting irreversible damage to the brain and heart, preventing complications, and reducing long-term disability; delays of even minutes can mean the difference between life, death, or permanent impairment.

*Source: American Heart Association (AHA); American Stroke Association (ASA)*

- **Cardiac Arrest:** For every minute without CPR or defibrillation, survival chances decrease by 7-10%; rapid defibrillation restores blood flow, saving heart and brain tissue.
- **Stroke:** Every minute untreated means losing millions of brain cells, so fast treatment (like clot-busting drugs) is vital for recovery and preventing severe disability.



THIRD FLOOR  
30'-0"

MEZZANINE  
20'-0"

BAY ROOF  
20'-0"

LOFT ROOF  
12'-0"

FIN FLOOR  
0'-0"

40'-0"

20'-0"

0'-0"

# Comstock Fire and Rescue

STATION 9-3



## EXTERIOR ELEVATION KEYNOTES

1. 22GA STANDING SEAM METAL ROOFING OVER ICE AND WATER SHIELD (ENTIRE ROOF) OVER POLY ISO INSULATION (IN 12", APPROX. 4.5") FASTENED TO STEEL ROOF DECKING
2. BRICK VENEER OVER 2" RIGID INSULATION, FULLY APPLIED (EXCEPT BARRIER AND 12" DMW WALLS AROUND APPARATUS BAY) 8" THICK ONLY; ALL OTHER EXTERIOR WALLS TO BE 8" CMU
3. ALUMINUM STOREFRONT WINDOW SYSTEM
4. ALUMINUM STOREFRONT WINDOW SYSTEM DOOR
5. 14' X 14' BI-FOLD DOORS WITH HBS 8 X 2 X 1/4 CONCRETE FILLED TUBE GALVANIZED BOLARDS, (1) ON EACH SIDE
6. INSULATED ALUMINUM SECTIONAL DOOR WITH TEMPERED GLASS PANELS
7. INSULATED STEEL DOOR, PAINTED
8. 8' X 8' INSULATED ALUMINUM SECTIONAL DOOR WITH FULL GLAZING TEMPERED

# Station 9-3 Construction Proposal Executive Summary

## Why a New Fire Station Is Needed

Our fire department has outgrown its current facilities. Stations 1 and 3 were built decades ago for a much smaller township and are now undersized and landlocked, meaning they cannot be expanded. As call volume increases and emergency services operate 24 hours a day, these buildings no longer meet today's safety, staffing, or operational needs.

Building a new Fire Station 9-3 on township-owned land is the most practical and cost-effective solution. It strengthens emergency response, supports firefighter safety and wellness, and prepares the township for future growth.

---

## How This Improves Public Safety

### Faster response saves lives and property

- Fires can double in size every 30–60 seconds, making early arrival critical
- In cardiac arrest, survival drops 7–10% for every minute without CPR or defibrillation
- In stroke emergencies, millions of brain cells are lost each minute treatment is delayed

A strategically located fire station helps ensure faster, more consistent response times across the township—improving outcomes for fire, medical, and trauma emergencies.

*Sources: NFPA 1710; American Heart Association; American Stroke Association*

---

## Key Community Benefits

- More balanced emergency response times township-wide
- Improved fire and medical coverage
- Reduced property damage and increased survivability
- A safer, healthier work environment for firefighters—leading to better service for residents

# Station 9-3 Construction Proposal Executive Summary

## What the New Station Includes

- Modern apparatus bays designed for today's and future emergency vehicles
- Adequate sleeping quarters for 24- and 48-hour shifts
- Properly designed, gender-accommodating bathrooms and showers
- Dedicated areas for gear cleaning and decontamination to reduce cancer risk
- Functional living and common spaces that support readiness and performance

---

## Training That Improves Readiness and Saves Money

The new station includes an on-site training tower, allowing firefighters to train more frequently and realistically without renting outside facilities or losing time to travel. This improves emergency readiness while reducing long-term training costs.

---

## Why This Is a Responsible Investment

- The township already owns the land, significantly lowering project costs
- New construction is more economical than renovating landlocked stations
- Avoids continued spending on temporary fixes to outdated buildings
- Designed to serve the community for 50+ years

---

## Looking Ahead

This project ensures the township remains prepared to protect residents as the community grows. Fire Station 9-3 is a long-term investment in public safety, emergency readiness, and responsible planning.

Fire Station 9-3: Building today for a safer tomorrow.



Charter Township of  
**Comstock**

# **MEMO**

**Charter Township of Comstock Township Board**  
**January 5, 2026**

**From:** **Bret Padgett**

**Re:** **Fire Station Bond Discussion**

Discussion regarding issuing bonds for the construction of the new Station 9-3, timeline, and next steps.



Charter Township of  
**Comstock**

# MEMO

**Charter Township of Comstock Township Board**  
**January 5, 2026**

**From:** **Bret Padgett**

**Re:** **Engagement Letter - Municipal Advisor**

Attached is an engagement letter from Bendzinski & Co. to perform the services of Registered Municipal Advisor for the fire station bond issue.

**Attachments:**

[Comstock Charter Township - RMA Engagement Letter.pdf](#)

November 24, 2025

Mr. Bret Padgett  
Charter Township of Comstock  
5858 King Highway  
Kalamazoo, MI 49048

RE: Fire Station Bond Issue – Registered Municipal Financial Advisor

Dear Mr. Padgett and the Comstock Charter Township Board,

Bendzinski & Co. Municipal Finance Advisors would like to thank you for the opportunity to serve as the Registered Municipal Advisor for the issuance of the above-mentioned bond issue. This letter will confirm the terms of our engagement:

- Act on behalf of the Charter Township of Comstock (the "Issuer") with a fiduciary duty, as well as dealing fairly with all persons in accordance with the rules and regulations set forth by the Municipal Securities Rulemaking Board ("Board" or "MSRB") and the Securities and Exchange Commission ("SEC");
- Phase I
  - Prepare complete financial information in cooperation with officials and engineers in order to arrive at the amount of the issue to be sold;
  - Development of cash flow analysis and revenue sources to meet the principal and interest obligations on the proposed bonds;
  - With input from the Issuer, determine whether a private placement, competitive or a negotiated sale is the most beneficial to the issuance of the bonds depending on the selected bond issue type and current market conditions, and then develop a plan of finance;
- Phase II
  - Prepare a time schedule, illustrating the steps necessary to issue the bonds;
  - If necessary, prepare with officials, the forms required by the Municipal Finance Division of the Michigan Department of Treasury;
  - Prepare bond specifications for bond counsel including interest rate limitations, redemption provisions, bidding, and good faith details;
  - Assist with the selection of registrar/transfer/paying agent, if requested;
  - Assist the Issuer with the selection of an underwriter or placement agent, if requested;
  - Based on information provided by the Issuer and other parties, prepare preliminary and final official statement or other disclosure documents. Except as specifically provided herein, Bendzinski & Co. is not responsible for preparing any preliminary or final disclosure document, or for certifying as to the accuracy or completeness of any

Mr. Bret Padgett  
Charter Township of Comstock  
November 24, 2025

preliminary or final disclosure document, other than with respect to any information about Bendzinski & Co. provided by Bendzinski & Co. for inclusion in such documents;

- If the Bonds are to be rated, advising and assisting with the selection of rating agencies. Preparation of materials to be provided to ratings agencies and in developing strategies with officials for meetings with ratings agencies;
- A representative of Bendzinski & Co. shall review the bids for compliance with the terms set forth by the Issuer;
- After the bids are received, Bendzinski & Co. will calculate and verify the True Interest Cost on the bids submitted.
- Prepare an easy to read comparison of all the bids received;
- Prepare final closing memo, pricing numbers including the final debt service schedule, pricing summary, and sources and uses of funds based on lowest bid; and
- Usual and customary Registered Municipal Advisor services as may be requested by the Issuer.

Bendzinski & Co. proposes a fee of \$39,000. This fee includes all out-of-pocket expenses, meeting attendance, mileage, etc. This fee is payable upon closing of the bonds.

We believe this provides you with the outline of the services we provide. The Registered Municipal Advisor fee is contingent upon the closing and delivery of the bonds. Although this form of compensation may be customary, it presents a conflict because Bendzinski & Co. may have an incentive to recommend unnecessary financings or financings that are disadvantageous to the Issuer. For example, when facts or circumstances arise that could cause the financing or other transaction to be delayed or fail to close, Bendzinski & Co. may have an incentive to discourage a full consideration of such facts and circumstances, or to discourage consideration of alternatives that may result in the cancellation of the financing or other transaction. Bendzinski & Co. manages and mitigates this conflict primarily by adherence to the fiduciary duty which it owes to municipal entities such as the Issuer which require it to put the interests of the Issuer ahead of its own.

The Municipal Advisory Council of Michigan (the “MAC”) assesses Bendzinski & Co., a \$450.00 fee for every bond issue where we act as municipal advisor in the State of Michigan. This fee will be included in the overall bond costs of issuance. Our membership in the MAC is voluntary, but the per bond issue assessment is meant to cover costs for credit reports and similar information available from the MAC that is used in the offering document and in other states is billed directly by a third-party. The MAC is a single-source municipal database for essential bond and note details for all local government issuers in Michigan. Among 23 distinctive credit reports, the MAC is the primary source for Issuer’s debt statements, overlapping debt and indirect debt, as used to determine suitability and as disclosed in official statements, (if applicable). The MAC tracks, monitors and records all Michigan new issue bond sales, whether competitive, negotiated



Mr. Bret Padgett  
Charter Township of Comstock  
November 24, 2025

or private placements and bond calls. The MAC does not do any lobbying. Robert J. Bendzinski, currently serves on the MAC Board of Directors.

Bendzinski & Co. is registered as a “municipal advisor” pursuant to Section 15B of the Securities Exchange Act and rules and regulations adopted by the SEC and the MSRB. As part of this registration Bendzinski & Co. is required to disclose to the SEC information regarding any criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations and civil litigation involving Bendzinski & Co. Pursuant to MSRB Rule G-42, Bendzinski & Co. is required to disclose any legal or disciplinary event that is material to the Issuer’s evaluation of Bendzinski & Co. or the integrity of its management or advisory personnel. Bendzinski & Co. has determined that no such event exists as there are no criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations or civil litigation involving Bendzinski & Co. that were required to be reported to the SEC.

The MSRB has made available on its website ([www.msrb.org](http://www.msrb.org)) a municipal advisory client brochure that describes the protections that may be provided by MSRB rules and how to file a complaint with the appropriate regulatory authority.

Copies of Bendzinski & Co.’s filings with the SEC can currently be found by accessing the SEC’s EDGAR system Company Search Page, which is currently available at <https://www.sec.gov/edgar/searchedgar/companysearch.html> and searching for either Bendzinski & Co. or for our CIK number which is 1614475.

It is understood and agreed that either party to this contract of employment may terminate the contract for any reason upon thirty (30) days prior written notice to the other party. If our employment on this basis is agreeable to you, please endorse your acceptance hereof on this letter which will constitute our contract of employment.

Should you have any questions or require any additional information, please do not hesitate to call.

Sincerely,

**BENDZINSKI & CO.**  
**Municipal Finance Advisors**

Andy Campbell, CPA  
Registered Municipal Advisor



Mr. Bret Padgett  
Charter Township of Comstock  
November 24, 2025

Accepted: \_\_\_\_\_, 20\_\_\_\_

CHARTER TOWNSHIP OF COMSTOCK, STATE OF MICHIGAN

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_



Charter Township of  
**Comstock**

# **MEMO**

**Charter Township of Comstock Township Board**  
**January 5, 2026**

**From:** **Bret Padgett**

**Re:** **Engagement Letter - Bond Counsel**

Attached is an engagement letter from Dickinson Wright PLLC to represent the Township as Bond Counsel for the fire station bond issue.

**Attachments:**

[Comstock Charter Township - BC Engagement Letter.pdf](#)



2600 WEST BIG BEAVER ROAD, SUITE 300  
TROY, MI 48084-3312  
TELEPHONE: (248) 433-7200  
FACSIMILE: (844) 670-6009  
<http://www.dickinsonwright.com>

ERIC McGLOTHLIN  
[EMcGLOTHLIN@DICKINSONWRIGHT.COM](mailto:EMcGLOTHLIN@DICKINSONWRIGHT.COM)  
(248) 433-7566

December 23, 2025

Bret Padgett, MiCPT, ACPFA/FIM  
Finance Director  
Charter Township of Comstock  
5858 King Highway  
PO Box 449  
Comstock, Michigan 49048

Dear Mr. Padgett,

Thank you for selecting Dickinson Wright PLLC ("the Firm") to represent the Charter Township of Comstock, Kalamazoo County, Michigan (the "Client" or "Issuer") as bond counsel in connection with the issuance of bonds by the Client for the purpose of financing all or a portion of the cost of acquisition and construction of a new fire station facility (the "Project"). It is currently anticipated that bonds would be issued and secured pursuant to state law as recommended by the Firm in consultation with the Client and the Client's registered municipal financial advisor. The purpose of this engagement letter ("Agreement") is to describe the services we will perform as bond counsel and the Firm's respective responsibilities and expectations under this engagement.

#### **Scope of Engagement:**

In the Firm's capacity as bond counsel, the Firm expects to perform the following services:

(1) Subject to the completion of proceedings to the Firm's satisfaction, render the Firm's legal opinion (the "Bond Opinion") regarding the validity and binding effect of the Bonds, the source of payment and security for the Bonds, and the excludability of interest on the Bonds from gross income for federal and Michigan income tax purposes.

(2) Draft resolutions of the governing body of the Issuer declaring official intent to reimburse Project expenditures from Bond proceeds, directing publication of any applicable notice of intent to issue the Bonds, and authorizing the issuance of the Bonds; the order of the authorized officer of the Issuer approving the sale of the Bonds; and all necessary closing documents.

(3) Prepare and review other documents necessary or appropriate to the authorization, issuance and delivery of the Bonds, coordinate the authorization and execution of documents, and review enabling legislation.

(4) Prepare the Issuer's proceedings necessary for the issuance of the Bonds and prepare all proceedings necessary for approval of the issuance of the Bonds.

(5) Assist the Issuer in seeking from other governmental authorities such approvals, permissions and exemptions as the Firm determines is necessary or appropriate in connection with the authorization, issuance, sale and delivery of the Bonds, except that the Firm will not be responsible for any required blue-sky filings. The Firm will not be responsible for obtaining any approvals and permits relating to the construction and operation of the facilities financed with the proceeds of the Bonds.

(6) Review legal issues relating to the structure of the Bonds.

(7) Review those sections of the official statement or other form of offering or disclosure document to be disseminated in connection with the sale of the Bonds identified under a section entitled "Bond Counsel's Responsibility."

(8) Prepare a notice of sale in connection with a competitive sale of the Bonds or review any request for proposals for a negotiated sale and any bond purchase agreement with the purchaser.

(9) Prepare the continuing disclosure undertaking of the Issuer, if required.

(10) Subject to the completion of proceedings to our satisfaction, deliver our legal opinion (the "Bond Opinion") regarding the validity and binding effect of the Bonds, the source of payment and security for the Bonds, and the excludability of the interest on the Bonds from gross income for federal and Michigan income tax purposes. Our Bond Opinion will be addressed to the Issuer and will be delivered by us on the date that the Bonds are exchanged for their purchase price (the "Closing").

(11) Prepare the closing transcripts for the Bonds.

The Firm's Bond Opinion will be based on facts and law existing as of its date. In rendering our Bond Opinion, we will rely upon the certified proceedings and other certifications of public officials and other persons furnished to us without undertaking to verify the same by independent investigation, and we will assume continuing compliance by the Issuer with applicable laws relating to the Bonds. During the course of this engagement, we will rely on you to provide us with complete, accurate and timely information on all developments pertaining to any aspect of the Bonds and their security.

The Firm's duties in this engagement are limited to those legal services expressly set forth above, which are services traditionally provided by bond counsel. As attorneys, we do not represent ourselves as financial advisors or experts and do not provide advice that is primarily financial in nature, such as advice concerning the financial feasibility of the Project or the financing, recommending a particular structure for the Bonds as being financially advantageous, advice estimating or comparing the relative cost to maturity of the Bonds

depending on various interest rate assumptions, or advice regarding the financial aspects of pursuing a competitive sale versus a negotiated sale.

Specifically, among other things, our duties under this letter do not include: (a) handling litigation that may arise with respect to the Bonds; (b) services relating to any grant funds for the Project or to any contracts or agreements related thereto; (c) preparing requests for tax rulings from the Internal Revenue Service or no action letters from the Securities and Exchange Commission; (d) preparing blue sky or investment surveys with respect to the Bonds; (e) making an investigation or expressing any view as to the creditworthiness of the Issuer or the Bonds; (f) assisting in the preparation or review of any official statement or other disclosure document with respect to the Bonds, except as provided in (7) above, or performing an independent investigation to determine the accuracy, completeness or sufficiency of any such document; (g) advice on post-closing tax issues (e.g., our engagement does not include rebate calculations for the Bonds); (h) preparing or reviewing property tax levy proceedings; (i) obtaining, reviewing, confirming, approving, or transmitting any bank account information or wire transfer or similar electronic transfer instructions; and (h) addressing any other matter not specifically set forth above that is not required to render our Bond Opinion.

**Attorney-Client Relationship:** Upon execution of this engagement letter, the Issuer will be the client and an attorney-client relationship will exist between the Issuer and the Firm. The Firm's services as bond counsel are limited to those contracted for in this letter; the Issuer's execution of this engagement letter will constitute an acknowledgment of those limitations.

**Fees:** We propose that our fee for performing the services set forth above shall be payable upon the delivery of the Bonds and shall be an amount determined according to the following schedule:

<b><u>Gross Proceeds of Bonds</u></b>	<b><u>Fee</u></b>
\$0 to \$2,000,000	1% of the amount of Bond proceeds-minimum \$10,000
\$2,000,001 to \$10,000,000	\$20,000 plus 0.25% of the amount of Bond proceeds in excess of \$2,000,000
\$10,000,001 and up	\$40,000 plus 0.10% of the amount of Bond proceeds in excess of \$10,000,000

This fee, assuming delivery of the Bonds, includes our out-of-pocket disbursements for expenses incurred in performing the foregoing services. Our fee for services is based upon the facts and expectations set forth above, and we reserve the right to modify our fee if such facts or expectations significantly change or if the financing experiences any significant delays.

If for any reason the financing represented by the Bond is not consummated, we will not invoice the Issuer for our fee hereunder, but we will expect to be reimbursed for any client charges and out-of-pocket expenses we have incurred.

In addition, if the Issuer requests us to perform additional services beyond those set forth in paragraphs (1) to (11) above, we propose that such work be charged at hourly rates to be agreed upon by the Issuer and the Firm.

Our representation of the Issuer and the attorney-client relationship created by this engagement letter will be concluded upon delivery of the Bond. Nevertheless, subsequent to the Closing, we will, mail the Internal Revenue Service Form 8038-G for the Bonds, make the required filing with the Michigan Department of Treasury and prepare and distribute to the participants in the transaction a transcript of the proceedings pertaining to the Bond.

**Client Liaison and Firm Liaison:** The Firm understands that Bret Padgett, Finance Director, will be the primary contact for the Client in furtherance of this engagement, and Eric McGlothlin will be the Firm attorney responsible for this engagement. The Firm will communicate with the Client through Bret Padgett, and the Firm will keep the Client informed of the status and progress of the engagement. The Firm will also seek the Client's input and approval on any significant decisions or actions that may affect the engagement.

**Conflicts Issues:** The Firm represents large numbers of business entities and financial institutions, as well as individuals. It is possible that, during the time the Firm is representing the Client, some of the Firm's current or future clients will have disputes or transactions with the Client. The Client agrees that the Firm may continue to represent or undertake in the future to represent existing or new clients in any matter, including litigation, even if the interests of such other clients in such other matters are directly adverse to the Client's, so long as those matters are not substantially related to the Firm's work for the Client and the Firm's representation of the other clients would not involve the Firm's use of any confidential information the Client has provided the Firm and would otherwise be permitted by the applicable Rules of Professional Conduct.

**Choice of Law/Forum Selection:** This Agreement will be interpreted, construed and governed by and under the laws of the State of Michigan and any action arising hereunder or with respect to this Firm's legal representation of the Client shall be brought only in the State of Michigan.

**Right to Withdraw from Representation:** The Firm may terminate this representation if the Client does not pay the invoices promptly or breaches any other obligations to the Firm.

**Standard Terms of Engagement:** The attached Standard Terms of Engagement of the Firm for the representation of the Client in these matters are incorporated into this Agreement. The Client agrees to abide by the terms and conditions set forth therein.

Sincerely,



Eric McGlothlin

I have read the foregoing engagement agreement, and my signature indicates that the Charter Township of Comstock agrees to all of its terms and fully understand its provisions. The terms of the engagement of the firm as stated above are accepted and approved by:

CHARTER TOWNSHIP OF COMSTOCK

---

Bret Padgett, Finance Director

---

Date

**MICHIGAN IOLTA – TRUST/RETAINER INSTRUCTIONS**

**Payment via Wire Transfer (available for immediate use):**

[to be provided]

**Payment via ACH\*:**

[to be provided]

\*funds received via ACH are subject to a five (5) business day hold, not including the date of deposit; NOT available for immediate use

**Payment via Credit Card:** e-mail [remittance.notice@dickinson-wright.com](mailto:remittance.notice@dickinson-wright.com) to request

---

**Invoice Payment Instructions; NOT to be used for Trust/Retainer transactions**

**Payment via Wire Transfer:**

[to be provided]

**Payment via ACH:**

[to be provided]

**Notes:**

- To verbally confirm instructions please contact Cash Applications at (248)433-7200
- Remittance advice information may be sent to: [remittance.notice@dickinson-wright.com](mailto:remittance.notice@dickinson-wright.com)
- Please see instructions on the invoice for other accepted forms of payment

**Dickinson Wright PLLC**  
**Standard Terms of Engagement**

Dickinson Wright PLLC (“the Firm”) is pleased to be retained by the Client to provide legal services. Below are the standard terms of engagement in relation to any matter on which the Client retains the Firm, unless otherwise set forth in the Client’s engagement letter and subject always to applicable rules of professional conduct

**1. Entire Agreement:** The engagement letter and these Standard Terms of Engagement constitute the entire understanding and agreement between the client identified in the engagement letter (“the Client”) and the Firm regarding the Firm’s representation of the Client in the matter described in the engagement letter. Unless otherwise agreed, they supersede any prior understandings and agreements, written or oral, and any billing requirements, outside counsel guidelines, or letters submitted to the Firm. If any provision of the engagement letter or these Standard Terms of Engagement are held by a court or other arbitrator to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect. The Client should review this document carefully and contact the Firm promptly with any questions. The Client should retain this document in its file.

**2. The Client:** The Firm will provide representation for only the person(s) or entity identified in the engagement letter. In matters related to corporations, partnerships, and other entities, unless otherwise agreed in writing, the Firm’s representation does not extend to officers, directors,

employees, shareholders, partners, members, or other individuals. Additionally, unless otherwise agreed in writing, the Firm's representation of an entity does not extend to its affiliates (such as parent, sister, or subsidiary corporations).

**3. The Scope of our Services:** The engagement letter sets forth the specific matter for which representation will be provided and the scope of the Firm's services. The services the Firm will provide to the Client may be varied by agreement during the course of the matter. The Firm's services will not include advice on tax-related issues unless and to the extent specifically requested by the Client and included in the scope of the Firm's representation.

At times, the Firm may be called upon to express opinions of law or anticipated outcomes. Such opinions are limited by the Firm's knowledge of the facts at the time the opinion is rendered, the present state of the law, and, at times, factors that are unknown or beyond the Firm's control. Although the Firm will use its best professional judgment, it cannot guarantee the outcome of any matter.

**4. Primary Attorney:** The primary attorney(s) responsible for the Client's relationship with the Firm may, in the exercise of his/her/their professional judgment, involve other attorneys (including other members or associates), paralegals, or non-legal professionals possessing special knowledge or experience to improve efficiency.

The Firm's invoices for services may reflect time and professional services rendered by attorneys or other legal personnel associated with the Firm's international or other affiliate(s). Such attorneys, who are licensed in other jurisdictions, are consulted and serve as legal advisors to the Firm based on their licensed status in such jurisdictions and expertise in particular legal specialties.

**5. Basis of Our Charges:** Unless other arrangements are made, the Firm's billing for legal services will be on a per-hour basis. The Firm's standard hourly rates will apply in the absence of any other agreement, and details of the hourly rates for the attorneys working on the Client's matter(s) are available upon request. The Firm's hourly rates are subject to periodic reviews and adjustments, and the Firm reserves the right to revise its hourly rates in accordance with such general Firm reviews.

The Firm is often asked to provide estimates regarding the cost of its representation on a given matter. The Firm is pleased to provide such estimates when, in its professional judgment, they can be made. Unless the Firm agrees in writing to perform a specific project for a fixed fee, an estimate will not represent a maximum, minimum, or agreed charge.

**6. File Closure:** Upon the completion of the services described in the engagement letter, the Firm's representation will be considered concluded. At that time, the Firm will close the file and retain it in accordance with the Firm's retention policy.

**7. Records Retention:** The Firm acknowledges the importance of client confidentiality, the protection of personal data, and the need to retain data for legal, accounting, and operational purposes (including but not limited to personal information, case files, correspondence, and any other data provided to the Firm in the course of providing legal services). The Firm shall retain client data for a period not exceeding the duration necessary to serve the purposes for which the

data was collected and processed, including the fulfillment of any legal, regulatory, or ethical obligations, as well as in alignment with the Firm's retention policies. Data shall be maintained in a secure environment with appropriate safeguards against unauthorized access, alteration, or destruction and in compliance with applicable data protection laws. Upon the expiration of the retention period the Firm shall securely destroy the data in a manner that is consistent with best practices for the protection of confidential information and the environment. Client consents to the destruction of the file upon the expiration of the retention period.

**8. Retainers:** Unless otherwise set forth in the engagement letter, it is understood that the Firm may withdraw amounts from the retainer at any time as may be necessary to satisfy outstanding invoices. If at any time the retainer proves insufficient to cover past due invoices or falls below the agreed amount, the Firm may require that it be replenished.

**9. Conflicts of Interest:** Conflicts of interest are a concern for the Firm and the clients it represents. The Firm attempts to identify actual and potential conflicts at the outset of any engagement and may request that the Client sign a conflict waiver before the Firm accepts an engagement from the Client. Occasionally, other clients or prospective clients may ask the Firm to seek a conflict waiver from the Client so that the Firm can accept an engagement on their behalf. Please do not take such a request to mean that the Firm will represent the Client less zealously; rather, it indicates that the Firm takes its professional responsibilities to all clients and prospective clients very seriously.

Unfortunately, conflicts sometimes arise or become apparent after work begins on an engagement. When that happens, the Firm will do its best to address and resolve the situation in a manner that is consistent with its professional responsibilities.

The Firm will not represent any other client on any matter on which the Firm is representing the Client unless the Firm has the Client's express agreement that it may do so and where permitted to do so by the applicable jurisdiction's Rules of Professional Conduct.

Client agrees that the Firm may also act generally for another client which, for the Client, is a market competitor.

**10. Liability Insurance Coverage:** It is the Client's responsibility to ascertain whether the Client is covered by any relevant insurance in respect of either liability or legal expenses. If so, the Client is responsible to notify the Client's insurer(s) of the claim or potential claim and the Firm's involvement as soon as possible. It is also the Client's responsibility to inform the Firm if the Client believes that the Client has insurance coverage for the specific matter for which the Firm has been retained.

**11. Termination of Representation:** The Client may terminate the Firm's representation at any time, with or without reason. The Firm has a right to discontinue providing services under certain circumstances, such as the Client's failure to fulfill financial obligations to the Firm. The Client's termination of the Firm's representation in no way relieves the Client of the obligation to pay for legal services that have been provided prior to the time of termination and that are necessitated to make an orderly transfer of the Firm's file materials.

Upon termination of the Firm's representation for any reason, the Firm will return the Client's papers, documents, and other property to the Client upon receipt of the Client's request for them.

The Firm may, and likely will, retain a copy of the materials returned to the Client. If the Client has outstanding invoices owing to the Firm, the Firm may have the right to retain the Client's documents if they are properly subject to a lien.

At such time as the Firm has completed the scope of work for which the Firm has been retained, the Firm will consider its representation to have ended. If the Client later retains the Firm to perform further or additional work, the Firm's future representation will be subject to the terms and understanding set forth herein, unless other terms and conditions are expressly agreed to.

Furthermore, upon termination of the Firm's representation, any and all outstanding legal fees and costs incurred by the Firm for its legal services rendered to the Client in connection with the engagement will become immediately due and owing. In the event the Client fails to immediately pay any outstanding legal fees and costs owed to the Firm, the Firm reserves all rights and remedies available to it for collection of any and all amounts of money owed to it for said legal services. The Client also agrees to pay all charges, costs, expenses, and reasonable attorney's fees incurred by the Firm in enforcing and recovering any and all legal fees and costs incurred pursuant to the engagement letter.

**12. E-mail and Cellular Phone Authorization:** The Firm is able to communicate with clients via electronic mail over the internet ("e-mail"), and many of the Firm's attorneys utilize cellular phones. With e-mail, current technology cannot eliminate the risk that confidences and/or secrets otherwise protected by attorney/client privilege may be viewed by unauthorized third parties and the privilege thereby lost. As to both means of communication, sensitive, confidential, and proprietary materials of the Client may be intercepted by unauthorized third parties. Please be advised that in connection with the use of e-mail and cellular phones:

1. There is the risk of the loss of the attorney/client privilege and that sensitive, confidential, or proprietary material may be inadvertently disclosed to unauthorized third parties.
2. The Firm's standard for e-mail encryption is Transport Layer Security (TLS) protocol.
3. The Client has the right to specifically direct Dickinson Wright PLLC not to send sensitive, confidential, or proprietary materials via e-mail or to utilize a cellular phone when communicating.

Unless the Client specifically provides direction to the contrary, the Client's acceptance of the Firm's engagement letter will indicate the Client's review of this policy statement on the use of e-mail and cellular phones and will specifically authorize Dickinson Wright PLLC to utilize e-mail, to send information over the internet to communicate with the Client and with third parties, and to utilize cellular phones. By engaging the Firm, the Client agrees to assume the risk of inadvertent disclosure and the risk of the loss of attorney/client privilege as it relates to information being transmitted. The Client retains the right to direct Dickinson Wright PLLC not to send specific items of information via the internet, by e-mail, or over a cellular phone. This authorization shall remain in effect until revoked in writing.

**13. Post-Engagement Matters:** The Client is engaging the Firm to provide legal services in connection with a specific matter. After completion of the matter, changes may occur in the applicable laws or regulations that could impact the Client's future rights and liabilities. Unless the Client engages the Firm after the completion of the matter to provide additional legal advice on

issues arising from the matter, the Firm has no continuing obligation to advise the company on such issues or on future legal developments, including monitoring renewal or notice dates or similar deadlines that may arise with respect to the matter.

**14. Privacy:** The Firm recognizes the importance of data privacy and is committed to protecting the confidentiality, integrity, and availability of all personal and business information in compliance with all applicable data protection laws and regulations. The Firm will only collect personal and business information that is necessary for the fulfillment of its duties and within the scope of its services. The information collected shall be used exclusively for the purposes for which it was provided and other compatible purposes unless the Client provides explicit consent to the contrary or where it is required or permitted by law. For inquiries, or to remove personal data from the firm's systems upon completion of the engagement, please contact the firm directly.

**15. Corporate Transparency Act (CTA) Disclaimer:** Under the Corporate Transparency Act ("CTA"), certain entities organized in the U.S. (including entities that are disregarded for federal income tax purposes) and foreign entities doing business in the U.S. are required to report information to the Financial Crimes Enforcement Network (FinCEN) as to their beneficial ownership. The report must provide information regarding the entity, each beneficial owner, and (in some cases) each company applicant. Entities subject to beneficial ownership information (BOI) reporting include corporations, limited liability companies, and any other entity created by filing a document with the secretary of state or similar office under state, Tribal, or foreign law. Certain states may have their own reporting obligations. The Firm is not assuming any responsibility in this engagement regarding CTA or equivalent state-level compliance by the Client or any affiliated entity. This would change only if the Client requests the Firm's assistance with CTA or state-level compliance, and the Firm agrees in writing to accept the increased scope of work. In particular, the Client should not send the Firm any confidential BOI related to CTA compliance until the Firm has agreed to accept that additional task.

These Standard Terms of Engagement will apply to the services the Firm provides to the Client, unless the Firm agrees otherwise in writing. By instructing the Firm to act for the Client, the Client accepts these terms and authorizes the Firm to perform the services as outlined in our engagement letter.

If the Client has any questions or concerns about any aspect of the Firm's engagement, they should contact the attorney responsible for their matters.



Charter Township of  
**Comstock**

# MEMO

**Charter Township of Comstock Township Board**  
**January 5, 2026**

**From:** **Bret Padgett**

**Re:** **Resolution To Waive 3% Penalty**

Attached is a resolution to waive the 3% penalty the Township charges for tax payments made after February 14 and before March 1. Waiving the penalty was discussed at the May 19, 2025 board meeting and there was consensus among board members to move forward.

**Attachments:**

[\*\*Resolution waiving 3% penalty.pdf\*\*](#)

CHARTER TOWNSHIP OF COMSTOCK  
KALAMAZOO COUNTY, MICHIGAN

RESOLUTION #2026-1

**RESOLUTION TO WAIVE 3% PENALTY ON LATE PROPERTY TAX COLLECTIONS**

WHEREAS, The Charter Township of Comstock, Kalamazoo County, Michigan is responsible for assessing ad valorem property taxes, collecting property tax levies, and handling review and appeal matters arising therefrom, and

WHEREAS, PA 206 of 1893, as amended, MCL 211.44(3), provides for imposition of a late penalty charge equal to 3% of all taxes paid after February 14 and before March 1, and,

WHEREAS, the Township Board approved the collection of said late penalty charge in perpetuity, at a properly noticed board meeting held on February 7, 1983, and

WHEREAS, the Township Board recognizes that the said penalty places undue burden on taxpayers.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Township Board of the Charter Township of Comstock does hereby waive imposition of a late penalty charge equal to 3% of the tax on all taxes paid after February 14 and before March 1.

IT IS FURTHER RESOLVED that this resolution shall apply to all property tax levies that shall become a lien in 2025 or any year thereafter and shall continue in full force and effect unless and until revoked or rescinded by resolution of the Township Board.

IT IS FURTHER RESOLVED that all resolutions or parts of resolutions in conflict with the provisions of this resolution be and the same hereby are rescinded.

Motion made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to adopt the foregoing resolution.

Upon roll call vote the following voted "Aye":

The following voted "No":

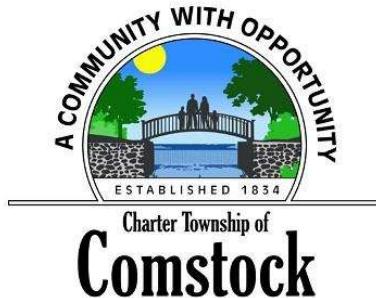
The Supervisor declared the motion carried and the resolution adopted.

CERTIFICATE

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted at a regular meeting of the Comstock Charter Township Board held on January 5, 2026; that the meeting was conducted and public notice of the meeting was given pursuant to and in compliance with the Michigan Open Meetings Act; that a quorum of the Board was present and voted in favor of the resolution; and that the minutes of the meeting will be or have been made available as required by the Open Meetings Act.

---

Nicole Beauchamp, Clerk  
Charter Township of Comstock  
Kalamazoo County, Michigan



# MEMO

## Charter Township of Comstock Township Board January 5, 2026

**From:** Khayci Bryant, Planner  
**Re:** **First Reading of Ordinance No. 565: 6787 E H Ave & 3615 N 28th Street Conditional Rezoning Request**

The public hearing for this rezoning request was held on November 13, 2025.

The Planning Commission is recommending approval.

**Attachments:**

[6787\\_E\\_H\\_Avenue\\_-\\_Redwood\\_Conditional\\_Rezoning\\_-\\_2025\\_1016 \(1\).pdf](#)  
[2025-09-26\\_Redwood\\_Conditional\\_Rezoning\\_Application\\_Comstock\\_Township\\_MI \(1\).pdf](#)  
[2025-12-4\\_Redwood\\_Comstock\\_Township\\_Rezoning\\_Comment\\_Letter.pdf](#)  
[6787\\_E.\\_H.\\_Ave.\\_-\\_Comstock\\_Application\\_-\\_Owner\\_Authorization\\_Letter \(1\).pdf](#)  
[S158-2025\\_Redwood\\_Comstock\\_Twp \(1\).pdf](#)  
[R1-A\\_Permitted\\_Uses\\_and\\_Special\\_Land\\_Use \(1\).pdf](#)  
[RM\\_Permitted\\_Uses\\_and\\_Building\\_Standards \(1\).pdf](#)  
[251204\\_Redwood\\_Comstock\\_Setback\\_Exhibit.pdf](#)  
[2024-12-20\\_Redwood\\_Comstock\\_Landscape\\_Plans\\_REV1\\_1.pdf](#)  
[Redwood\\_Trip\\_Generation\\_Study\\_2025.pdf](#)  
[Lomax\\_Letter.pdf](#)  
[Brill\\_Letter.pdf](#)  
[Lomax\\_Letter2.pdf](#)  
[Ord Comstock Conditional Rezone.doc](#)  
[Conditional Rezoning Agreement - REDWOOD USA Final.DOC](#)



# Memorandum

**TO:** Comstock Charter Township Planning Commission  
**FROM:** Kyle Mucha, AICP, Principal Planner – Township Planning Consultant  
**SUBJECT:** **Review of Proposed Conditional Rezoning – 6787 E H Avenue (parcel numbers 07-05-480-025 & 07-05-480-015), from R-1A, Single Family to RM, Multiple-Family**  
**DATE:** October 20, 2025

Dear Comstock Township Planning Commission:

The Township has received an application from Emily Engelhart – Director of Acquisitions, Redwood Living – to rezone the subject parcel at 6787 E H Avenue from R-1A, Single Family Residential, to RM, Multiple-Family Residential, in order to develop the property into first floor living multiplex or townhouse apartment homes. The applicant has proposed conditions pertaining to the rezoning request.

Redwood has noted the following in terms of their proposed project, which has been summarized based on their submission letter dated September 26, 2025.

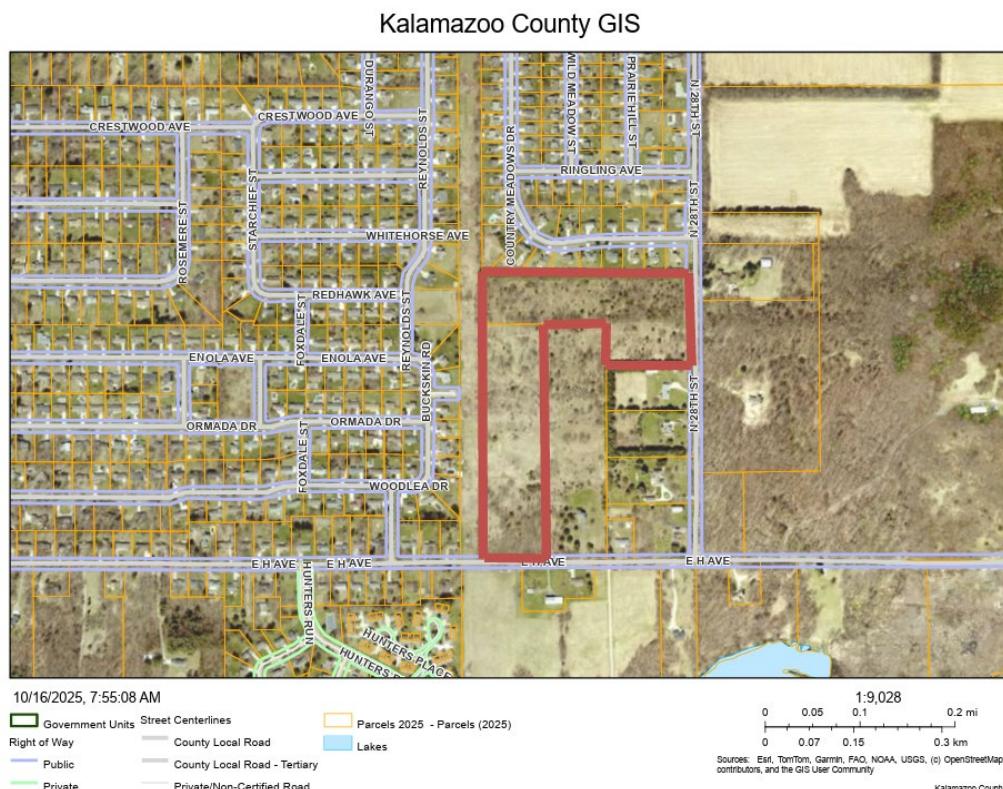
*Redwood proposes to develop the Property into first floor living multiplex or townhouse apartment homes, which will consist of single story two-bedroom, two-bathroom dwellings each with an attached two car garage and full driveway. Additional offerings will include both one bedroom and three/four-bedroom residences, each with one to three baths, and an attached garage and full driveway. With a maintenance free lifestyle and main floor living design, Redwood neighborhoods provide the Township an opportunity to allow its current residents to age in place while remaining invested in familiar businesses, health care providers, and friend and family networks.*

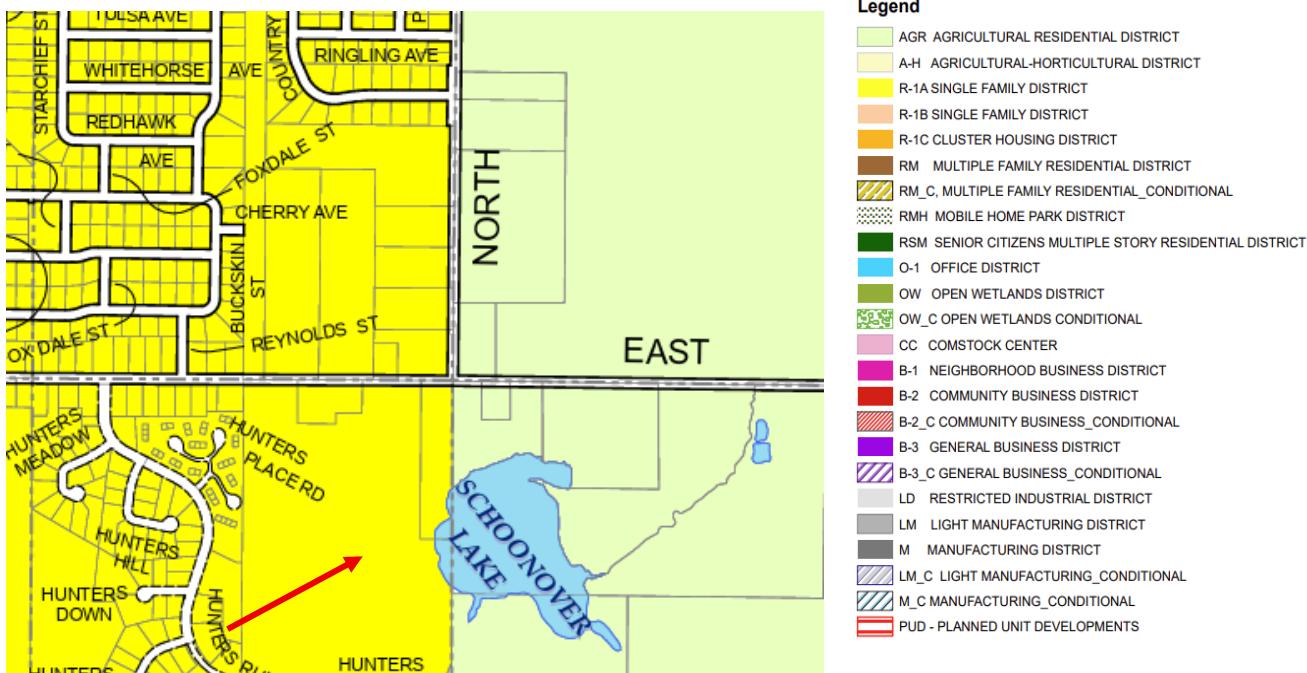
Redwood has offered the following conditions as part of their rezoning request:

- 1. Limiting Permitted Uses – The future use of the Property shall be limited to only residential “Multiple Dwelling Units” under the RM Zoning District, along with the typical ancillary accessory and related uses and buildings such as leasing offices, maintenance garages, detached accessory garages, mail kiosks, and models. All other permitted uses and special uses in the RM Zoning District will be prohibited.*
- 2. Building height limitation – At least 80% of the buildings approved on the site shall be a single story (with a maximum height of 16 feet as defined in the ordinance), the remaining 20% of the units may include two-story townhouse units with the primary bedroom being on the first floor (with a maximum height of 24 feet as defined in the ordinance). This condition is a limitation on development because the Zoning Ordinance allows buildings to be 40 feet high and up to three stories in the RM Zoning District for a multiple-family dwelling.*
- 3. Density limitation – Density shall not exceed 6.5 apartment units (each a “Unit”) per acre, which is a lower density than allowed. This condition is a limitation on development because the Zoning Ordinance allows 11.3 Units per acre in the RM Zoning District for two-bedroom dwelling Units*



4. *Building length limitation - No building shall exceed 196 feet in length. This condition is a limitation on development because the Zoning Ordinance allows a building length of 225 feet.*
5. *Floor area per unit minimum – One-bedroom units will have at least 800 square feet of floor area, and two+ bedroom units will have at least 1,200 square feet of floor area. This is a limitation on development because the Zoning Ordinance allows 580 square feet per one-bedroom dwelling Unit, 720 square feet of floor area per two-bedroom dwelling Unit, and 960 square feet per three or more bedroom dwelling Unit.*
6. *Ownership – The Property may be built (and thus divided) in up to two phases, however, each phase will not be subdivided, and each phase will be owned by a single entity, provided, however, each phase may be owned by a different entity. This condition is a limitation on development because the Zoning Ordinance allows multiple owners.*
7. *Private Access Aisles – All access aisles on the Property shall be private. This condition alleviates the potential for any additional taxpayer burden to maintain and repair the access aisles in the Project.*
8. *The conditional rezoning application is conditioned upon Redwood consummating its purchase of the Property.*





Above – Zoning Map

The above graphic is a snippet of the Township's June 2025 Zoning Map.

The permitted uses and special land uses for both the R-1A District and RM District are provided following this report. As additional generalized information, if a property is rezoned, any permitted uses/special land uses within the rezoned district would be allowed, subject to meeting all applicable provisions of the Township's Zoning Ordinance.

Below is a table showing the existing land use, current zoning designations, and future land use designations of the parcels surrounding the property.

LOCATION	EXISTING LAND USE	CURRENT ZONING	FUTURE LAND USE DESIGNATION
<b>Subject Site</b>	Vacant	R-1A, Single Family	Compact Residential
<b>North</b>	Single Family Residential	R-1A, Single Family	Compact Residential
<b>South</b>	Single-Family Residential	R-1A, Single Family	Compact Residential
<b>East</b>	Single Family Residential	R-1A, Single Family & AGR, Agricultural Residential	Compact Residential & Parks/Recreation
<b>West</b>	Single-Family Residential	R-1A, Single Family	Compact Residential



The following review contains comments on the proposed rezoning per the Comstock Township Zoning Ordinance, Master Plan, and sound planning and zoning principles. In reviewing a rezoning request, the following shall be considered:

**1. Whether the rezoning is consistent with the policies and uses proposed for that area in the Township's Master Land Use Plan?**

The current Master Plan – Vision 2030 - designates the future land use of this property as Compact Residential, with properties surrounding it also noted to be Compact Residential. The Compact Residential classification is defined as:

*This land use designation is intended to address the need for denser housing options that help to protect open space by utilizing higher densities while providing a mix of housing in a pattern that currently exists in the Township. These areas are intended to be served with public water and sewer systems. Desired building types: single-family homes on 1/3 acre lots or smaller and duplexes*

The two subject parcels, considered the project site, are currently undeveloped, but surrounded to the west and north by single-unit residential lots. Additionally, Redwood notes that the project will contain single-story two-bedroom dwellings, which is consistent with the immediate area. Given that the subject site is adjacent to property uses that are predominately single-unit in nature, this provision may be satisfied. Note, Redwood has provided additional considerations for their rezoning request, which will be reviewed later on in this analysis memorandum.

Additionally, as the Compact Residential classification notes a unit density of 3-8 dwelling units per acre, Redwood has proposed a unit density of 6.5, which is within the range noted in the Vision 2030 plan.

**2. Whether all of the uses allowed under the proposed rezoning would be compatible with other zones and uses in the surrounding area?**

Should this request not have conditions on permitted uses attached willingly, all uses allowed under the proposed rezoning may not be considered compatible with existing and established uses in the immediate area. However, Redwood has proposed the following:

*Limiting Permitted Uses – the future use of the property shall be limited to only residential “multiple dwelling units” under the RM Zoning District, along with the typical ancillary accessory and related uses and buildings such as leasing offices, maintenance garages, detached accessory garages, mail kiosks, and models. All other permitted uses and special uses in the RM Zoning District will be prohibited.*

As Redwood is offering to limit the potential use of the property, thus protecting the area from potential uses such as golf courses, kennels, planned unit developments, telecommunications, and others as stipulated within the RM District, the proposed use of the site for multiple-unit dwellings may be appropriate.



Further, additional protections to adjacent property owners would be given during the site plan review process, in which the applicant would need to comply with the setback standards of the RM District, should the rezoning be approved. The applicant would also need to satisfy the requirements of Section 3.14 – Multiple Family Residential District Standards – in terms of land area and minimum floor space per dwelling.

**3. Whether any public services and facilities would be significantly adversely impacted by a development or use allowed under the requested rezoning?**

The application materials do not provide enough detail to make an accurate review and determination on this particular standard. However, given the extensive buildout of the adjacent neighborhood and its close proximity to Gull Road, it is not anticipated that any public services and facilities would be significantly adversely impacted by the development. Further review of such services and facilities would be conducted during the site plan review process, in which the applicant would need to show that their proposed use can be adequately serviced by available facilities.

**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?**

As previously stated, the applicant seeks a conditional rezoning, which will limit the uses allowed on the subject property. Therefore, given that the uses are very limited – per the applicant – it is not anticipated that under the proposed rezoning, such use would be equally or better suited to another area of the Township. Note, there are other areas of the Township that would permit higher density and allow for a multiple-unit development; however, the applicant seeks a specific design parameter, which is intended to mirror existing land use patterns in the surrounding area.

### **CONDITIONAL REZONING – SECTION 6.3**

The Township's Zoning Ordinance provides guidelines and stipulations pertaining to conditional rezonings. Such guidelines are provided below, with staff comments added where appropriate.

1. *An owner of land may voluntarily offer in writing conditions relating to the use and/or development of land for which a rezoning is requested. This offer may be made either at the time the application for rezoning is filed or may be made at a later time during the rezoning process.*

**Findings:** Redwood has provided voluntary conditions, in writing, pertaining to this rezoning request, which will be reviewed in a later subsection.

2. *The required application and process for considering a rezoning request with conditions shall be the same as that for considering rezoning requests made without any offer of conditions, except as modified by the requirements of this Section.*
3. *The owner's offer of conditions may not purport to authorize uses or developments not permitted in the requested new zoning district.*



**Findings:** the applicant seeks to establish a multiple-unit development, which is considered a permitted use in the RM District.

4. *The owner's offer of conditions shall bear a reasonable and rational relationship to the property for which rezoning is requested.*

**Findings:** The owner's offer of conditions appear to be reasonable and rational to the property, as the Township's Master Plan notes a potential housing density of 3-8 unites per acre.

5. *Any use or development proposed as part of an offer of conditions that would require a special land use permit under the terms of this Ordinance may only be commenced if a special land use permit for such use or development is ultimately granted in accordance with the provisions of this Ordinance.*

**Findings:** Based on the proposal, and on the provisions of the Township Zoning Ordinance, a special land use may not be required. The RM District notes "multiple family dwellings, high-density (sec. 4.31)" as a special land use. However, Section 4.31 **only** references the R-1C District and makes no tie-in to the RM District.

### 4.31 Multiple-family dwellings

- A. In the "R1-C" district, low-density multiple-family dwellings containing not more than four dwelling units on a single lot or parcel are permitted. Each dwelling unit shall be constructed so that it enters and exits directly onto the ground level of the exterior of the multiple family dwelling building.
- B. In the "R1-C" district, high-density multiple-family dwellings containing in excess of four but not exceeding ten dwelling units on a single lot or parcel are allowed by special land use. Each dwelling unit shall be constructed so that it enters and exits directly onto the ground level of the exterior of the multiple family dwelling building.

6. *Any use or development proposed as part of an offer of conditions that would require a variance under the terms of this Ordinance may only be commenced if a variance for such use or development is ultimately granted by the Zoning Board of Appeals in accordance with the provisions of this Ordinance.*

**Findings:** Based on the documentation provided, no apparent variance is being sought at this time.

7. *Any use or development proposed as part of an offer of conditions that would require site plan approval under the terms of this Ordinance may only be commenced if site plan approval for such use or development is ultimately granted in accordance with the provisions of this Ordinance.*

**Findings:** applicant is advised that a site plan will need to be submitted, should advancement of the project be sought after the conditional rezoning application is finalized.

8. *The offer of conditions may be amended during the process of rezoning consideration provided that any amended or additional conditions are entered voluntarily by the owner. An owner may withdraw all or part of its offer of conditions any time prior to final rezoning action of the Township Board provided that, if*



*such withdrawal occurs subsequent to the Planning Commission's public hearing on the original rezoning request, then the rezoning application shall be referred to the Planning Commission for a new public hearing with appropriate notice and a new recommendation.*

## PROPOSED CONDITIONS AS SUBMITTED BY REDWOOD

Redwood has offered the following conditions as part of their rezoning request. As such, where appropriate, additional comments and findings have been provided. As a clarification note, these conditions were proposed entirely by the Redwood Development team – McKenna has had no contact with this organization pertaining to these conditions.

1. *Limiting Permitted Uses – The future use of the Property shall be limited to only residential “Multiple Dwelling Units” under the RM Zoning District, along with the typical ancillary accessory and related uses and buildings such as leasing offices, maintenance garages, detached accessory garages, mail kiosks, and models. All other permitted uses and special uses in the RM Zoning District will be prohibited.*

**Findings:** The applicant seeks to develop the subject property for multiple-dwelling units and has provided stipulations as to what the subject site may be utilized for.

2. *Building height limitation – At least 80% of the buildings approved on the site shall be a single story (with a maximum height of 16 feet as defined in the ordinance), the remaining 20% of the units may include two-story townhouse units with the primary bedroom being on the first floor (with a maximum height of 24 feet as defined in the ordinance). This condition is a limitation on development because the Zoning Ordinance allows buildings to be 40 feet high and up to three stories in the RM Zoning District for a multiple-family dwelling.*

**Findings:** the applicant seeks the proposed development to be of a similar height in nature to existing and surrounding land uses, which are predominately single-unit dwellings. Placing a height restriction on the site would negate the ability to future develop the property with structures that may not fit the character of the area.

3. *Density limitation – Density shall not exceed 6.5 apartment units (each a “Unit”) per acre, which is a lower density than allowed. This condition is a limitation on development because the Zoning Ordinance allows 11.3 Units per acre in the RM Zoning District for two-bedroom dwelling Units.*

**Findings:** the applicant appears to be referencing Section 3.24 – Planned Unit Developments – which allow for a density similar to that described within their note above. As it is our understanding this project is not to be a Planned Unit Residential Development (PURD), we'd respectfully request that the applicant clarify their proposed density. If the project is being proposed as a PURD, it is requested that the applicant indicate such.

4. *Building length limitation - No building shall exceed 196 feet in length. This condition is a limitation on development because the Zoning Ordinance allows a building length of 225 feet.*

**Findings:** the applicant seeks to voluntarily reduce the maximum building length; the applicant may wish to further describe the reasoning behind this self-imposed condition.



5. *Floor area per unit minimum – One-bedroom units will have at least 800 square feet of floor area, and two+ bedroom units will have at least 1,200 square feet of floor area. This is a limitation on development because the Zoning Ordinance allows 580 square feet per one-bedroom dwelling Unit, 720 square feet of floor area per two-bedroom dwelling Unit, and 960 square feet per three or more bedroom dwelling Unit.*

**Findings:** per Section 3.14.C, the minimum required floor space per dwelling unit in each multiple dwelling structure shall be as follows:

- C. *The minimum required floor space per dwelling unit in each multiple dwelling structure shall be:*

<b>Table 3.14(C) "RM" District Minimum Land Area Per Dwelling Unit</b>	
<b>Dwelling Unit Size</b>	<b>Land Area (in square feet)</b>
Efficiency	350 square feet
One-bedroom apartment	580 square feet
Two-bedroom apartment	720 square feet
Three-bedroom apartment	960 square feet

- D. *Multiple family residential developments shall be served by public sanitary sewers.*

Given that the applicant seeks to construct facilities that have a larger dwelling unit size than what is required, this condition can be supported.

6. *Ownership – The Property may be built (and thus divided) in up to two phases, however, each phase will not be subdivided, and each phase will be owned by a single entity, provided, however, each phase may be owned by a different entity. This condition is a limitation on development because the Zoning Ordinance allows multiple owners.*

**Findings:** This condition will need to be reviewed and enforced by Township personnel throughout the development phase and operational phase of the subject site. Without being provided additional ownership information at this time, additional comments on this condition may be premature.

7. *Private Access Aisles – All access aisles on the Property shall be private. This condition alleviates the potential for any additional taxpayer burden to maintain and repair the access aisles in the Project.*

**Findings:** private access aisles will be reviewed upon site plan submission, to ensure compliance with emergency access standards, as well as Zoning Ordinance stipulations.

8. *The conditional rezoning application is conditioned upon Redwood consummating its purchase of the Property.*

**Findings:** this appears to be a standard provision that is incorporated into many sales agreements; the applicant seeks approval prior to the finalization of a sales agreement in order to ensure that the proposal



can move forward. For consideration, the way this stipulation is worded leads our review to the understanding that if Redwood is not able to execute the purchase agreement, then the conditional rezoning becomes null/void. The applicant may wish to speak further on this provision to ensure full understanding amongst Planning Commission and Township Board members.

## RECOMMENDATION & FINDINGS

Section 405 of the Michigan Zoning Enabling Act (MZEA) states “*an owner of land may voluntarily offer in writing, and the local unit of government may approve, certain use and development of the land as a condition to a rezoning of the land or an amendment to a zoning map.*” Further, subsection 2 of Section 405 states “*in approving the conditions under subsection (1), the local unit of government may establish a time period during which the conditions apply to the land. Except for an extension under subsection (4), if the conditions are not satisfied within the time specified under this subsection, the land shall revert to its former zoning classification.*” While the applicant has not provided an apparent time period, it may be appropriate for the Planning Commission to engage in dialogue with the applicant as to a mutually beneficial period of time in which the conditions can be satisfied, as proposed.

Further, the subject property is currently zoned R-1A, Single Family Residential, with a proposal to modify the district to RM, Residential Multiple Family. Because this request is not a standard rezoning application, but that of conditional rezoning, it may be appropriate for the Commission to review the proposed conditions and engage in dialogue with the applicant as it pertains to satisfying the requirements of the Township's Zoning Ordinance.

As the Planning Commission is a recommending body, with the Township Board of Trustees having the final decision on the conditional rezoning application, the Commission is encouraged to receive public comment, review the submission materials, and deliberate on the proposal. Upon conclusion of deliberation, the Commission is then encouraged to make a recommendation to the Township Board, supported by their findings of facts, which are recommended to be included within any motion that is made pertaining to the application request.

Respectfully,

A handwritten signature in black ink that reads "K. Mucha".

Kyle Mucha, AICP  
Principal Planner  
Comstock Township Planning & Zoning

Khayci Bryant  
Zoning Administrator  
5858 King Highway  
Kalamazoo, MI 49048  
(269) 381-2360

September 26, 2025

RE: Application for Conditional Rezoning – Redwood USA, LLC  
Parcel: 07-05-480-025 and 07-05-480-015

Dear Khayci,

On behalf of Redwood USA, LLC, please find an Application for Rezoning pursuant to the use and development of the real property located within the Township, which is known as the following Tax Parcel Numbers 07-05-480-025 and 07-05-480-015, consisting of approximately 20.59 acres on East H Ave and North 28<sup>th</sup> Street (the "Property"), as more fully described in the Application and its attachments. The Property is vacant, and currently zoned R-1A, Single-Family Residential.

Redwood proposes to conditionally rezone the Property from R-1A, to RM, Multiple-Family Residential pursuant to the attached conditions. Enclosed are the following documents in accordance with our understanding of the Township's requirements:

1. One (1) copy of the signed Planning and Zoning Application.
2. One (1) copy of the Owner authorization letter allowing Redwood to submit a rezoning application.
3. One (1) copy of the ALTA/Topographic survey including the legal description.
4. Check made payable to Comstock Charter Township in the amount of \$1,600.00 for the Application fee (\$600 for 1 AC + \$50 x 20 AC).

#### Residential Project

Redwood proposes to develop the Property into first floor living multiplex or townhouse apartment homes (the "Redwood Project"). Our Neighborhoods primarily consist of single story two-bedroom, two-bathroom dwellings each with an attached two car garage and full driveway. In addition, Redwood has recently introduced new offerings which include both one bedroom and three/four bedroom residences, each with one to three baths, and an attached garage and full driveway to our neighborhoods, with some of our newest units consisting of two story townhouses (with the primary bedroom remaining on the main floor) These additions have been driven by interest from our residents as well as the national need for housing.

Redwood Neighborhoods also include ancillary uses as typically permitted with such a project (i.e. leasing office, guest and additional residential offsite parking stalls, maintenance building, etc.). The Redwood Project will utilize the high design and architectural standards typical of Redwood neighborhoods while keeping its own branding and unique identity. Redwood has successfully developed a Redwood Neighborhood in Comstock Township (located at Gull Rd. and East G Avenue) as well as in other nearby municipalities in the Kalamazoo market, throughout Michigan and the broader Midwest.

Redwood Neighborhoods provide communities and their members with a sought-after housing option that offers the look and feel of a single-family home or condo with the flexibility of a professionally managed apartment community. Redwood Neighborhoods are designed to appeal to “renters by choice” who are seeking this type of housing and for a myriad of reasons. Redwood does not age-restrict and follows all fair housing practices, however, throughout our portfolio of over 20,000 units we have found that our communities are appealing to the empty-nester / active adult community, as well as those seeking a housing option that offers main floor living, attached garages, , and compliant ADA accessibility features. Redwood prides itself on creating a community of peace, quiet, and comfort for its residents by (i) constructing a carefully planned neighborhood; (ii) limiting on-site amenities; (iii) closely managing its communities with onsite personnel; and, (iv) adhering to strict rental standards including following all Fair Housing required rental practices.

With a maintenance-free lifestyle and main floor living design, Redwood neighborhoods provide the Township an opportunity to allow its current residents to age in place while remaining invested in familiar businesses, health care providers, and friend and family networks.

### Conditions of Rezoning

Redwood proposes to conditionally rezone the Property from R-1A, Single-Family Residential, to RM, Multiple-Family Residential. The proposed conditions shall be subject to specific conditions of development, and a recorded conditional zoning agreement. The specific conditions offered by Redwood provide substantial benefits and certainty for the Township and its residents. The conditions offered as a condition of the approval of rezoning are:

1. Limiting Permitted Uses – The future use of the Property shall be limited to only residential “Multiple Dwelling Units” under the RM Zoning District, along with the typical ancillary accessory and related uses and buildings such as leasing offices, maintenance garages, detached accessory garages, mail kiosks, and models. All other permitted uses and special uses in the RM Zoning District will be prohibited.
2. Building height limitation – At least 80% of the buildings approved on the site shall be a single story (with a maximum height of 16 feet as defined in the ordinance), the remaining 20% of the units may include two-story townhouse units with the primary bedroom being on the first floor (with a maximum height of 24 feet as defined in the ordinance). This condition is a limitation on development because the Zoning Ordinance allows buildings to be 40 feet high and up to three stories in the RM Zoning District for a multiple-family dwelling.

3. Density limitation – Density shall not exceed 6.5 apartment units (each a “Unit”) per acre, which is a lower density than allowed. This condition is a limitation on development because the Zoning Ordinance allows 11.3 Units per acre in the RM Zoning District for two-bedroom dwelling Units
4. Building length limitation - No building shall exceed 196 feet in length. This condition is a limitation on development because the Zoning Ordinance allows a building length of 225 feet.
5. Floor area per unit minimum – One-bedroom units will have at least 800 square feet of floor area, and two+ bedroom units will have at least 1,200 square feet of floor area. This is a limitation on development because the Zoning Ordinance allows 580 square feet per one-bedroom dwelling Unit, 720 square feet of floor area per two-bedroom dwelling Unit, and 960 square feet per three or more bedroom dwelling Unit.
6. Ownership – The Property may be built (and thus divided) in up to two phases, however, each phase will not be subdivided, and each phase will be owned by a single entity, provided, however, each phase may be owned by a different entity. This condition is a limitation on development because the Zoning Ordinance allows multiple owners.
7. Private Access Aisles – All access aisles on the Property shall be private. This condition alleviates the potential for any additional taxpayer burden to maintain and repair the access aisles in the Project.
8. The conditional rezoning application is conditioned upon Redwood consummating its purchase of the Property.

### Rezoning Considerations

In consideration of the factors reviewed by the Township during a rezoning request; Redwood offers the following commentary to illustrate the requested rezoning is consistent with Comstock Charter Township’s Vision 2030 Master Plan Update: The Vision 2030 plan reflects on housing throughout Comstock Charter Township. It references a shortage of housing at attainable prices and a lack of other housing types specifically non-detached single-family homes. It finds that “the discussion of housing needs to be reframed around affordability and shortage and how to provide for future housing options for residents at all life stages and abilities – from young families to senior citizens” (pg. 16). The Vision 2030 Master Plan Update features goals for Sustainability, Community and Mobility that a Redwood Neighborhood development can help achieve. Excerpts from the Master Plan read:

1. Sustainability: Comstock Township will create and maintain conditions under which residents and nature can exist in harmony so that the current needs of residents are supported in an equitable manner without compromising the ability of future generations to meet their own needs.
  - a. To Make it possible for households of different sizes and income levels to live in the Township, allow for a range of housing types to accommodate varying lifestyle choices, life stages, and affordability needs.
  - b. To provide for equity in housing, develop flexible policies that integrate new housing types into neighborhoods.

- c. To promote economic growth, allow housing types by right that satisfy the current and future housing needs of the community.
- d. To discourage sprawl patterns of development and help protect greenspace and natural areas from growth pressures, concentrate development by providing housing and development opportunities where services exist. Low density or farmland designations in areas where natural features, wetlands, or prime farmland exist should be maintained.
- e. To protect groundwater and eliminate failing septic systems, expand public water and sewer systems into existing neighborhoods and adopt and enforce a policy to require utility hook ups for new construction when utilities are available at or near the subject site as well as a policy to require connection to public sewer within five years.
- f. To promote, support, and invest in businesses that serve local needs and are compatible with the vision, character, and cultural values of the community, encourage community-based economic development and revitalization.

2. Community: Comstock Township will be a place of natural beauty, have a strong sense of community and high quality of life and its neighborhoods will provide a safe and attractive environment for residents of all ages through quality building stock, regular code enforcement, upgraded infrastructure, and planned development where services (roads, utilities, transit, and schools) exist.

3. Mobility: Comstock Township will have a variety of safe and affordable modes and means of travel choices available to its diverse population, which is considered a retention and attraction strategy. Transportation choices support local business, increase student performance outcomes, and result in better community health.

- a. To enhance connectivity, require grid patterns of development and sidewalks in all new residential developments. Additionally, work with the Road Commission of Kalamazoo County to minimize pavement width of streets in neighborhoods. These features will slow traffic within a neighborhood while providing safe spaces and connections for pedestrians and bicyclists

The proposed Redwood Development will help the Township meet many of the above objectives. This type of development fits many of the criteria listed as it is a unique / alternative living arrangement to traditional apartment complexes as well as single family homes and condos. The proposed development will also differentiate itself from the existing Redwood Neighborhood in that the offerings of Redwood's new development will include one- and three to four-bedroom dwellings further broadening its appeal. Redwood Neighborhood's provide flexibility and housing options to the broader Comstock Township/Kalamazoo market while maintaining a high-quality appearance and functioning like a single-family neighborhood at a scale that is harmony with the density of the surrounding area. The proposed development is located in an area categorized by the Future Land Use Map as "Compact" Residential which describes a density of 3-8 dwelling units per acre which is in line with Redwood's proposal. Compact Residential also identifies Multiple Family as one of its Primary Compatible Zoning Districts. The property is also served by water and sanitary sewer and will contain sidewalks throughout the development.

In conjunction with the applicability of the proposed developments alignment with the Master Plan, we feel that the conditions provided will give some certainty to the project that will ensure its compatibility with surrounding area as it is currently zoned, specifically restrictions on density, building height, specific uses allowed, and building length. Additionally, we do not feel that this development will adversely affect any public services or facilities including water, sewer, and stormwater.

In summary, we have found great success with our Redwood Neighborhood development in Comstock Township and are proud to be a part of such a vibrant community. We see demand in the market for additional Redwood Apartment Homes and hope that another project from Redwood, especially featuring our brand-new offerings, will be well received by Comstock Township and its residents and will allow progress towards Comstock's Vision of 2030 and beyond.

Electronic copies of the information listed above (along with this cover letter) will be e-mailed to you for your records. We look forward to presenting to the Planning Commission, Khayci. In the meantime, should you have any questions about the enclosed material or if you require any additional information, feel free to contact Emily Engelhart by phone at (248) 930-2123 or e-mail at [eengelhart@byredwood.com](mailto:eengelhart@byredwood.com) or Ian Graham with Colliers Engineering at (517) 827-8681 or e-mail at [ian.graham@collierseng.com](mailto:ian.graham@collierseng.com).

Sincerely,

Emily Engelhart – Director of Acquisitions, Redwood Living  
& Ian Graham, PE – Colliers Engineering and Design

Enclosures

Khayci Bryant  
Zoning Administrator  
5858 King Highway  
Kalamazoo, MI 49048  
(269) 381-2360

December 3, 2025

RE: Comment Letter to the Planning Commission for Conditional Rezoning – Redwood USA, LLC

Parcel: 07-05-480-025 and 07-05-480-015

Dear Khayci,

On behalf of Redwood Apartment Neighborhoods, I am submitting a letter to the Comstock Township Planning Commission as well as the Board of Trustees responding to the discussion that occurred at the Planning Commission meeting on November 13, 2025 for the Conditional Rezoning of the following Tax Parcel Numbered 07-05-480-025 and 07-05-480-015, consisting of approximately 20.59 acres on East H Avenue and North 28<sup>th</sup> Street. First, I sincerely appreciate the time the Comstock Township staff and officials have spent reviewing the materials we have submitted about this project and the thoughtful feedback presented at the meetings. I wanted to highlight a few topics of discussion and provide a bit of extra detail on those items.

#### **The Process and Consistency with the Master Plan:**

Planning Commissioners and residents generally gave positive feedback about our existing Redwood Neighborhood in Comstock Township and our developments in general. There were, however, several comments voiced about the suitability of a multiple family development at this location and its alignment with the existing land uses in the area.

When initially investigating a second Neighborhood we were contacted by the owner of the Property who was familiar with our existing Redwood Neighborhood and thought her land may be a good opportunity for us to pursue an additional development. We met with Comstock Township before submitting our conditional rezoning application to discuss the site, current zoning, and the Master Plan/ Future Land Use for this area. We discussed our concept for the site and how we felt it aligned with the Vision 2030 Master Plan (as elaborated on in our application cover letter) as well as the overall need for housing in Comstock Township and Kalamazoo County. To summarize, in our research into the recently updated Master Plan we saw that this site is designated for Compact Residential with a density of 3-8 units per acre with multiple family being one of the primary compatible zoning districts. As our developments fall squarely into this density, we structured our application to include conditions that we felt would ensure that our request would further align with the Compact Residential description and vision of the Master Plan. We proposed

limitations on usage, building size, building height, density, minimum floor area, and ownership. We also offered to include private access aisles and our application is tied to Redwood's ultimate purchase of this property. Our goal with these conditions was to pledge to the Township that only a "Redwood Neighborhood" would be proposed and built on this property because we felt the unique nature of our development would be harmonious with the surrounding area.

Our Redwood Neighborhood design is intended to look and live like a single-family neighborhood or townhome development. We use architectural design and materials identical to single family homes and condominiums in the Township. Our primarily single-story nature and site design allows neighboring properties to maintain a sense of privacy and complementary scale (especially when compared to a traditional multifamily development). As Redwood is the owner and manager of all its Neighborhoods (never selling a Neighborhood it has built) we take pride in the design, maintenance, landscaping, and safety of each of our Neighborhoods and are honored to be a member of each community we develop within.

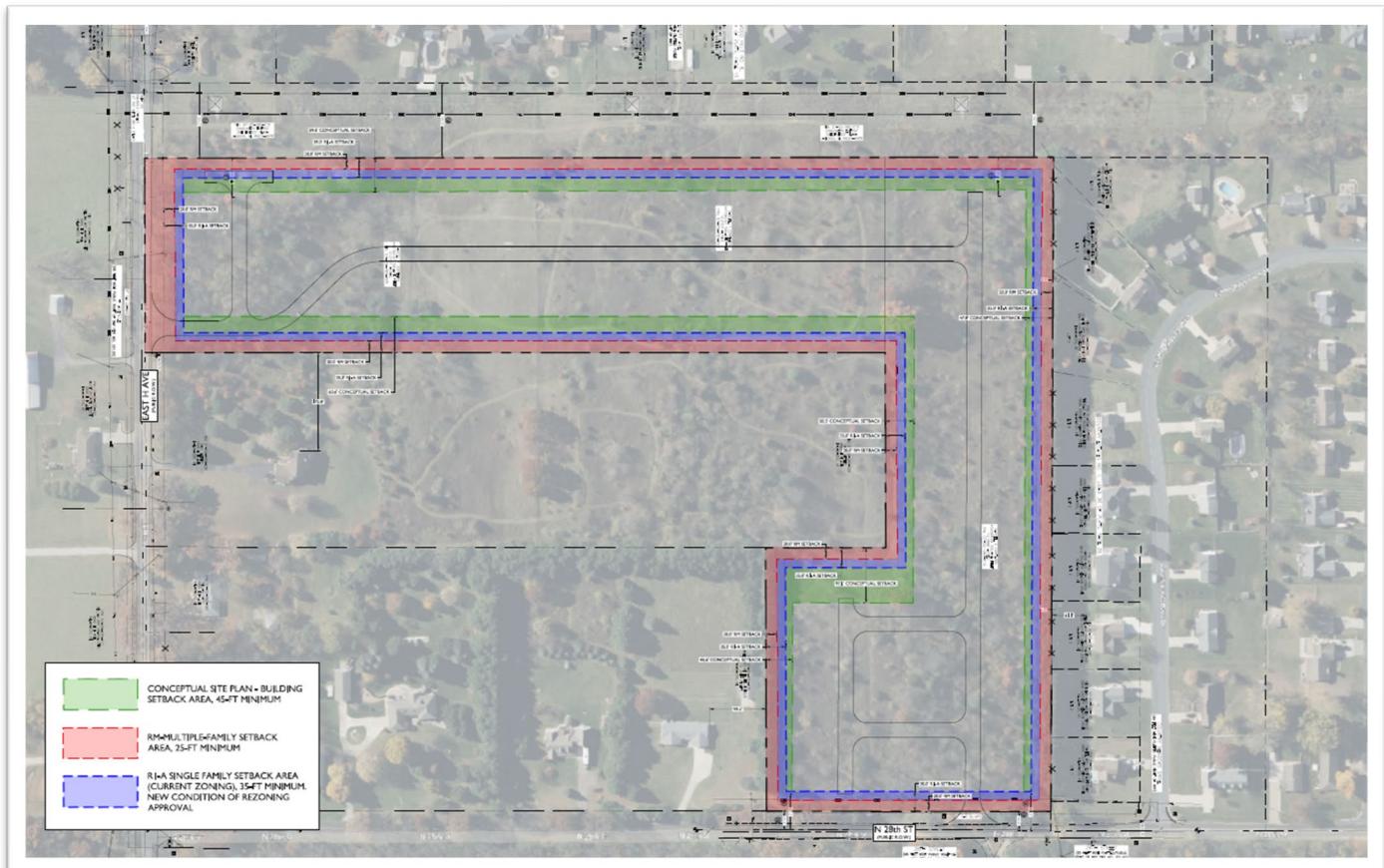
### **Density and Setbacks:**

Considering the existing density in this area, the current R1-A zoning for this 20.59-acre property would allow 60 single family units to be built by-right with up to 88 single family homes being allowed with a short extension of water and sewer (which a developer would be very inclined to do). This puts the current zoning of this property at 2.91 units per acre without sewer/water and 4.27 units per acre in terms of allowable density. Our application proposal limits our development to 6.5 units per acre with our conceptual plan showing a density of 5.68 units per acre. These densities again, are in line with the future land use Compact Residential designation of 3-8 units per acre and are not vastly different than the neighboring subdivisions to the north and west which range from 3-4 units per acre on average. After reviewing the site design, physical due diligence, and concerns raised at the meeting, we are prepared to amend our density condition limiting density to 5.9 units per acre, down from 6.5 units per acre as previously proposed.

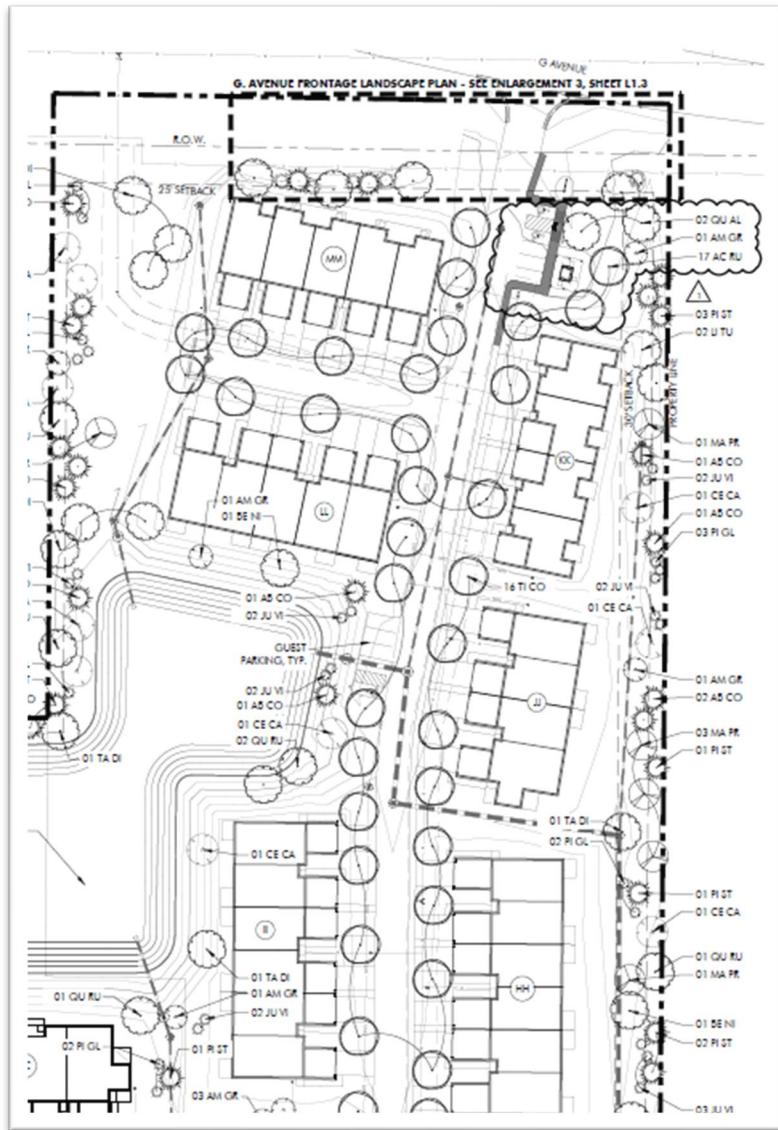
The current R1-A zoning would allow for the following setbacks to the neighboring properties (front yard 30 feet, side yard 10 feet on one side and 5 feet on the other, rear yard 35 feet). A typical multifamily zoning would have a reduced front and rear yard setback of 25 feet and side yard setbacks dependent on building size, after investigation Redwood will be able to meet or exceed the R1-A setbacks for its development and we are willing to allow for an additional condition to our conditional rezoning application support that commitment.

We have illustrated the multifamily (25 foot) setback in "red" and the R1-A (35 foot) setback in "blue" on the below and attached exhibit. We have also included a "green" area where our current expected building edges are set which are generally significantly further away from the property lines than what is allowed by zoning. We feel this is important because the

setbacks allow for preservation of greenspace and natural buffers. With these setbacks Redwood will be able to maintain much of the heavily treed property lines.



Another note regarding setbacks is that a Consumers / ITC line containing large electrical transmission towers runs between this Property and the western neighborhood creating a physical division. This line is also tied to a clearing easement (on the proposed Redwood property) which further distances our buildings from the property line. Additionally, we will focus on landscaping along our property lines to create a visual barrier and help screen our units from the towers and neighbors. This will preserve as much of the existing tree line as possible. I have attached the landscape plan for our first Comstock Neighborhood which shows an example of the buffer provided between the single-family zoned property east of that Neighborhood and Redwood. We included a snippet of that landscape buffer below:



## Traffic and Road Connections:

The most discussed item at the November 13<sup>th</sup> planning commission meeting was traffic and concerns over this development's possible impact on the roads. First, I would like to confirm that Redwood acknowledges that, if a rezoning is approved, during the site plan process we will have to gain approval by any Township, County, State or other approval agencies to obtain a permit to create a driveway entrance onto E. H Avenue and/or 28<sup>th</sup> Street. We met with the Kalamazoo County Road Commission this summer to discuss the possible entrance options and acknowledge we will need to create a safe entry with acceptable sight distances for them to approve of a driveway.

One talking point that arose at the meeting was the possibility of direct connection from Redwood to the existing subdivisions to the north and west. We can confirm that we are not

proposing any direct connection to those subdivisions and would be comfortable offering this commitment as an additional condition to our rezoning application.

In terms of traffic impact Redwood's design as a low-density multifamily option generates significantly less traffic than a typical apartment development. This is due to:

- The attached/townhouse nature of our units and density
- The fact that our Neighborhoods are primarily comprised of 2-bedroom units.
- The average number of both people and cars per unit in a Redwood Neighborhood is 1.5 (averaged across our 20,000+ unit portfolio).
- The average age of a Redwood resident is 51 (averaged across our 20,000+ unit portfolio)
- The peak hours of Redwood residents typically fall outside of the traditional peak hours traffic windows of a single-family neighborhood.

We have included the results of traffic analysis performed at 11 our Neighborhoods in 2019 and updated in 2025 that show that Redwood traffic is less than multifamily development, single-family attached housing, and senior adult housing-single family. The most similar ITE category according to our traffic analyst is senior adult housing-single family.

We have also included data from a 2025 traffic generation memo for a proposed 125-unit Redwood development in Michigan (similarly sized to the proposed site in Comstock) and a 2023 traffic study that looked at Redwood when compared to possible single family as well as low-rise multifamily.

When reviewing traffic for the proposed 125-unit neighborhood in Michigan the November 2025 trip generation data showed the following:

**Table 2: Redwood Site Trip Generation**

Land Use	ITE Code	Amount	Units	Average Daily Traffic	AM Peak Hour			PM Peak Hour		
					In	Out	Total	In	Out	Total
Senior Adult Housing - Single-Family	251	125	Dwelling Units	715	16	30	46	32	21	53
Single-Family Attached Housing	215	125	Dwelling Units	820	15	44	59	36	27	63
<b>Redwood</b>		<b>125</b>	<b>Dwelling Units</b>	<b>663</b>	<b>8</b>	<b>31</b>	<b>39</b>	<b>34</b>	<b>19</b>	<b>53</b>

Extrapolating this data, we see average daily traffic of *5.3 trips per Redwood dwelling unit per day*. Single-Family Attached Housing has *6.56 trips per dwelling unit per day* and Senior Adult Housing – Single-Family generated *5.72 trips per dwelling unit per day*.

In the 2023 traffic study performed for another Redwood Neighborhood the traffic consultant reviewed Redwood units in conjunction with single family development as well as low-rise multi family. Those uses resulted in *10.91 trips per day per single family dwelling unit* and *7.12 trips per day per low-rise multi-family dwelling unit*.

Scenario	Land Use	ITE Code	Amount	Units	Average Daily Traffic	AM Peak Hour			PM Peak Hour		
						In	Out	Total	In	Out	Total
Existing RA Zoning	Single-Family Residential	210	37	Dwelling Units	404	8	22	30	25	14	39
Existing RD Zoning	Multifamily Low-Rise	220	105	Dwelling Units	748	13	42	55	42	24	66

Looking at a generalization of what could be developed on this property today under the current zoning, alongside the Redwood proposal, we see that the Redwood development would generate *65% less traffic than if it were developed to its maximum potential under the current R1-A zoning with 88 single family homes.*

	Units	ITE traffic per dwelling unit	Total Average Daily Traffic
As Zoned (without utilities)	60	10.91	655
As Zoned (with utilities)	88	10.91	960
<b>Redwood Proposal</b>	<b>117</b>	<b>5.3</b>	<b>620</b>
Redwood Maximum (at 5.9 units per AC)	121	5.3	641

While the site sits vacant today, it is likely that either Redwood or another developer will develop this property to its maximum potential in the future. We feel our impact on traffic will be less intrusive than other options that may be built. In addition, another residential developer may seek a connection directly to the adjacent neighborhoods increasing cut-through traffic which was raised as a concern.

### Comstock Township and Kalamazoo County Housing Goals:

At the November 13<sup>th</sup> meeting there was a continued discussion of the Upjohn Institute's updated housing study for Kalamazoo County and Comstock Township. We feel this discussion further supports our conditional rezoning application. The 2025 update to the Upjohn Housing Study highlights the need for more housing units of all types and price points including market rentals (Executive Summary pg. 5). The study calls out a need of up to 8,000 housing units by 2030 to support the existing population of Kalamazoo County and the expected increases in demand due to the Ford BlueOval Battery Park. The plan states that the needed number of single-family units has decreased and the number of two-to-four attached units have increased (pg. 7). In fact, the plan update notes "Increase Rental Opportunities" as its first goal (pg. 9 &76).

Other items the plan discusses that support the Redwood proposal include a mention of a lack of housing for seniors who may wish to downsize and/or avoid the burden of aging housing stock and corresponding repairs and maintenance (pg. 25). While Redwood is not an age-restricted developer, our current median age of residents across our 20,000+ units is 51. Our main floor living design and high service level is an attractive option for many

seniors. The plan also delves into housing preferences stating that there is more interest in single-family attached, condos, and low-rise than the current housing stock supplies. It suggests constructing higher density housing and building to an unmet demand for different types of housing and sizes to support people with options over different phases of life (pg. 42).

It states that even "increasing the supply at higher price points can have a filtering effect for the lower end of the market." (pg. 44). Redwood has found that our developments are a missing-middle housing solution. They allow for housing filtration to occur where new desirable rental options attract current owners (or higher-renting households) to move thereby vacating older single-family homes. This can filter to first-time home buyers and families by increasing availability and easing price pressure. Finally, the impact of the BlueOval Battery Plant and other economic drivers have created an increase in demand for housing options in commutable suburban nodes (pg. 45).

### **Community Impact and Demand:**

Several residents brought up the impact of a Redwood Neighborhood on the Township in terms of services, school populations, and economics. Redwood, as the owner, will not receive a homestead property exemption and would pay local, school, and state property taxes for its development. Whereas often single-family homeowners seek the homestead exemption which reduces school operating tax revenue. Our current Redwood Neighborhood in Comstock Township (while potentially not fully valued) is paying taxes of over \$4,800 per unit. Assuming similar taxes - a 117-unit development could generate over \$560,000 in taxes annually for Comstock Township.

Additionally, with Redwood's unit design and primarily 2-Bedroom/2-Bathroom units we do find that our neighborhoods are not typically a burden on schools, however, the new unit types (including some larger units) may allow for some additional school aged children.

Overall, we find that Redwood provides a solution for people who want to live or stay in Comstock Township but for whatever reason do not want a traditional single-family home or condo and do not want to lose the feel and features of those options. These residents often do not want maintenance, upkeep, and costs of owning a home (seniors, empty nesters, people who work atypical hours, snowbirds, families that wish to move aging family members nearby, people that want the equity out of their home etc.). They may also be those who value or need flexibility.

The demand for additional Redwood units and more market rate units in general came up at the meeting. Our existing 189-unit Comstock Township Neighborhood has quickly leased units during its construction and lease-up and maintains solid demand. We see a strong market for our first Neighborhood as well as a market for more units in Comstock Township. We feel the occupancy levels in Comstock as well as our other Neighborhoods in Kalamazoo and throughout Michigan are a strong barometer for Redwood's future success. We are very honored to be a part of Comstock Township and hope we can bring

an opportunity for more residents to enjoy living with Redwood in the future.

In conclusion, we believe Conditional Zoning Application is aligned with the needs and wants of the residents of Comstock Township and is supported by its Vision 2030 Master Plan. To strengthen our application, we would like the Township to consider the offer of two additional new conditions as well as a further restriction on our density condition. These conditions are as follows:

**Additional or Revised Conditions Offered**

1. Density Restriction:
  - o Original proposal: 6.5 units per acre.
  - o Revised condition: Limit density to 5.9 units per acre.
2. Setback Commitment:
  - o Redwood will meet or exceed R1-A setbacks (front yard 30 ft, rear yard 35 ft, side yards 10 ft/5 ft) instead of typical multifamily setbacks
3. No Direct Road Connections:
  - o Commitment to prohibit a connection to adjacent subdivisions to prevent cut-through traffic.

Thank you for your time and consideration in reviewing our proposal. We look forward to another discussion at the upcoming Planning Commission meeting.

Sincerely,

Emily Engelhart  
Director of Acquisition  
Redwood Living

September 24, 2025

Comstock Township  
5858 King Highway,  
Kalamazoo MI 49048

To Whom It May Concern:

The undersigned owns certain real property in the Township of Comstock, County of Kalamazoo, State of Michigan, commonly known as 6787 E. H Avenue and 3615 N 28<sup>th</sup> Street (Parcel Nos. 07-05-480-025 & 07-05-480-015) together comprising 20.04 +/- acres (the "Property") and have entered into a Purchase Agreement with Redwood USA LLC ("Redwood") for Redwood's purchase (and our sale) of that Property.

This letter confirms that, pursuant to that Purchase Agreement, we have authorized Redwood (and its agents and representatives) to act as our authorized agent to apply for and secure all governmental and third-party approvals land use entitlements for the Property (including, without limitation, filing a formal proposed site plan and/or plats, conditional rezoning agreement) as well as pursuing and securing such other approvals as may be necessary or desirable in connection with Redwood's intended use of the Property.

Sincerely,

Josie V. Brill

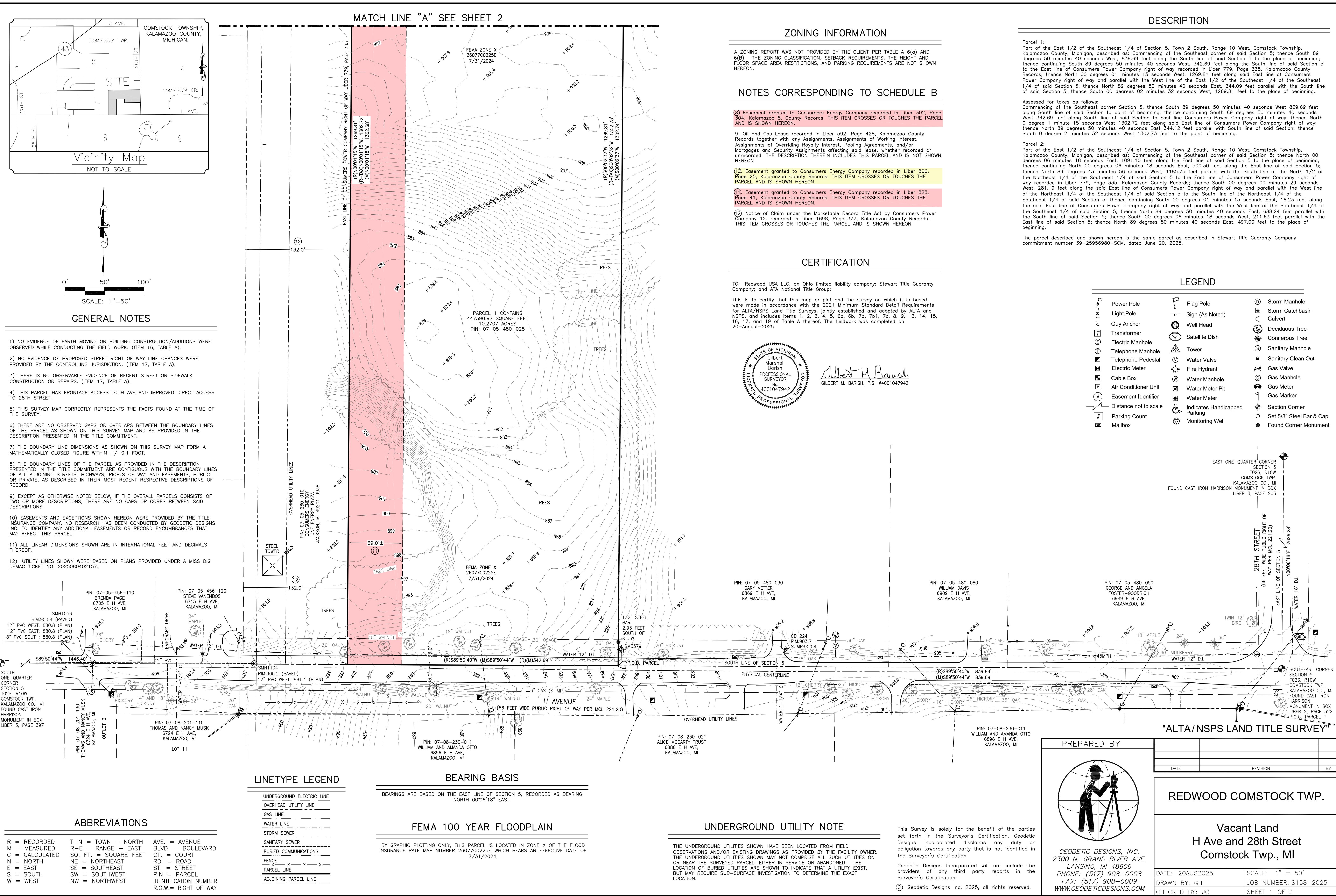
Josie V. Brill

Date: 9-25-2025

Exhibit A  
The Property



Real property located in the Township of Comstock, Kalamazoo County, Michigan, which property has a Parcel Tax Identification Nos. 07-05-480-025 & 07-05-480-015 and consists of approximately 20.04 acres, located on the north side of E. H Avenue and west of N 28<sup>th</sup> Street and which property is shown in the map above.





### 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.



**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



## 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	$\frac{3}{4}$ 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

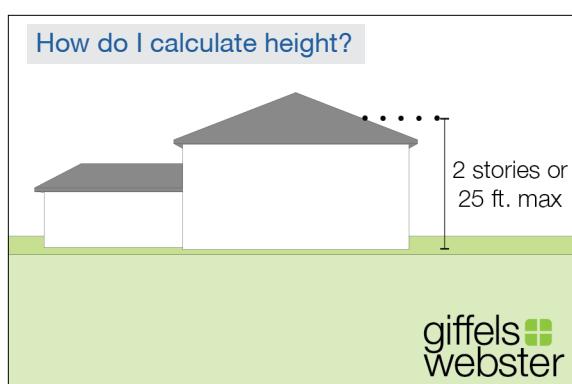
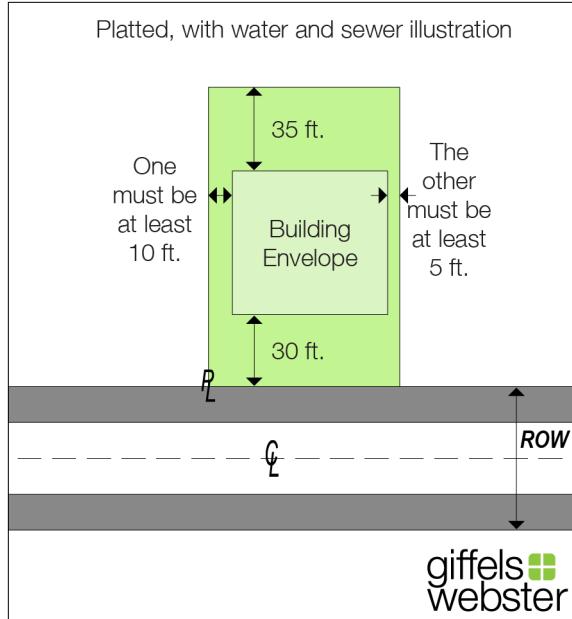
Lot coverage  by buildings

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.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 &amp; Intent

2. Definitions

3. Zoning Districts

4. Use Standards

5. Site Standards

6. Development Procedures

7. Administration &amp; Enforcement



## 3.1.F RM Multiple-Family Residential

### 1. Intent

The intent here is to provide a district wherein higher density residential development may occur under controlled circumstances, along with other compatible and/or accessory uses. These districts may act as a buffer area between single-family residential and nonresidential uses, especially along major thoroughfares. Because of the more extensive public service needs of this type of use, it is situated near urban concentrations where such public services exist or can be feasibly and readily furnished.



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. **Family child care homes** §4.13
- g. **Temporary sales office** §4.50
- h. Adult foster care family home
- i. Adult day care family home
- j. **Accessory dwelling units**, attached §4.1
- k. **Two-family dwellings**, attached (duplexes) §4.55, §4.17
- l. **Multiple-family dwellings**, low-density §4.31, §4.17
- m. **Multiple-family dwellings** garden-type apartment §4.31
- n. Accessory buildings and uses
- f. **Golf courses and country clubs** §4.20
- g. Recreational facilities, private
- h. **Home occupations** §4.21
- i. Radio stations
- j. Temporary buildings or trailer offices incidental to construction
- k. **Essential services** §4.18
- l. **Stables**, public and riding academies §4.42
- m. **Stables**, private §4.39
- n. Public buildings or portions thereof no longer used for public purposes
- o. **Raising and keeping of animals** §4.4, §4.12
- p. **Kennels** and/or boarding kennels §4.27
- q. **Group child care homes** §4.13
- r. Adult foster care small group home
- s. Adult day care group home
- t. **Multiple-family dwellings**, high-density §4.31
- u. Human care, residential facilities for §4.43
- v. **Housing for the elderly** §4.24
- w. Adult day care centers
- x. Hospitals
- y. **Planned unit developments** §3.24
- z. **Institutions of an educational, philanthropic or charitable nature** §4.25
- aa. **Telecommunication antennas** located on structures other than telecommunication towers §4.60
- ab. **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. Kindergartens or nursery schools for children of preschool age



## 3.1.F RM Multiple-Family Residential

## 4. Development standards

## Lot size ↗

	Single-Family and Two-Family					Other	
	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:	½ acre	13,200 s.f.	13,200 s.f.	12,000 s.f.	8,500 s.f.	See §3.14.	
Minimum width:	125 ft.	100 ft.	100 ft.	80 ft.	70 ft.	*	

## Minimum setbacks ↗ (in feet)

## Single-Family and Two-Family:

Front yard: 25

Side yard

One must be at least: 10

The other must be at least: 5

Rear yard: 25

## Other:

Each side yard shall be a minimum of ten (10) feet and this space shall be increased beyond ten (10) feet by two (2) feet for each ten (10) feet or part thereof by which said dwelling structure exceeds forty (40) feet in overall dimension along the adjoining lot line. Maximum building length shall not exceed two hundred twenty-five (225) feet.

## Maximum building height ↗

	Single-Family and Two-Family	Other
In stories:	2	3
In feet:	25	40

## Lot coverage ↗ by buildings

Maximum percentage: \*

## Floor area ↗ per dwelling unit

Single-Family: 960 s.f.

Two-Family and Multiple Family: See §3.14.

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

1. Purpose &amp; Intent

2. Definitions

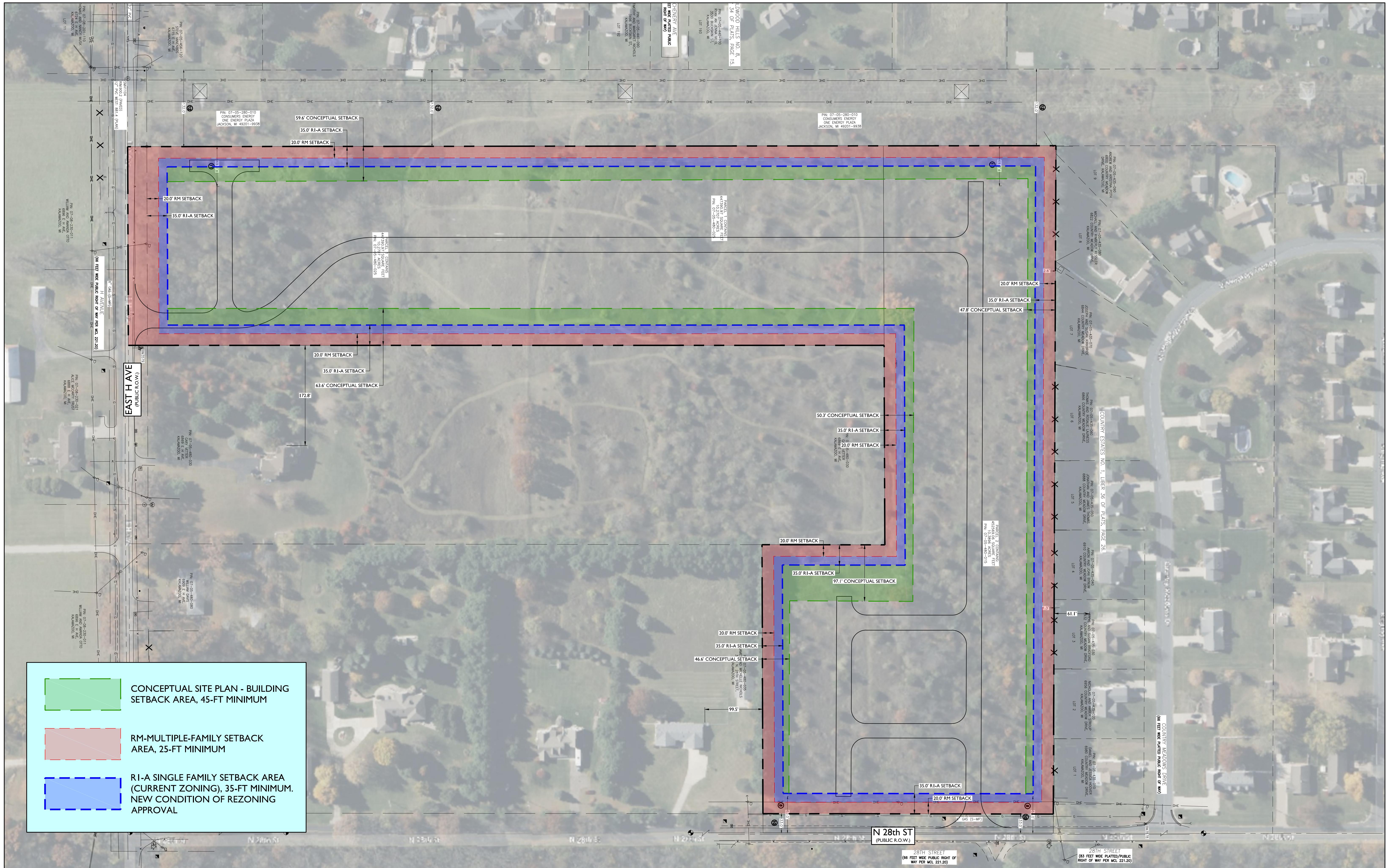
3. Zoning Districts

4. Use Standards

5. Site Standards

6. Development Procedures

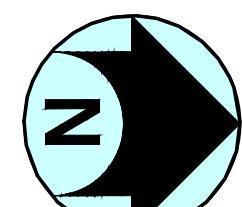
7. Administration &amp; Enforcement



# COMSTOCK TOWNSHIP, MICHIGAN

## SETBACK PLAN

12/4/2025



# Redwood Comstock Township

## Kalamazoo County, Michigan

DATE: November 15, 2022

△ Revision 1 12/20/24

PROJECT NO. 21087

### Final Landscape Plans

#### SHEET INDEX

△ L1.0	OVERALL SITE REFERENCE PLAN
L1.1	NORTH LANDSCAPE PLAN
L1.2	SOUTH LANDSCAPE PLAN
△ L1.3	LANDSCAPE PLAN ENLARGEMENTS
L1.4	FOUNDATION PLANTING TYPICALS
△ L2.0	SEED & SOD PLAN
SD1.0	SITE DETAILS

#### PREPARED FOR



Redwood Living  
7007 East Pleasant Valley Rd.  
Independence, OH 44131

#### PREPARED BY



**Columbus**  
100 Northwoods Blvd  
Suite A  
Columbus, Ohio 43235  
p 614.255.3399

**Cincinnati**  
20 Village Square  
Floor 3  
Cincinnati, Ohio 45246  
p 614.360.3066

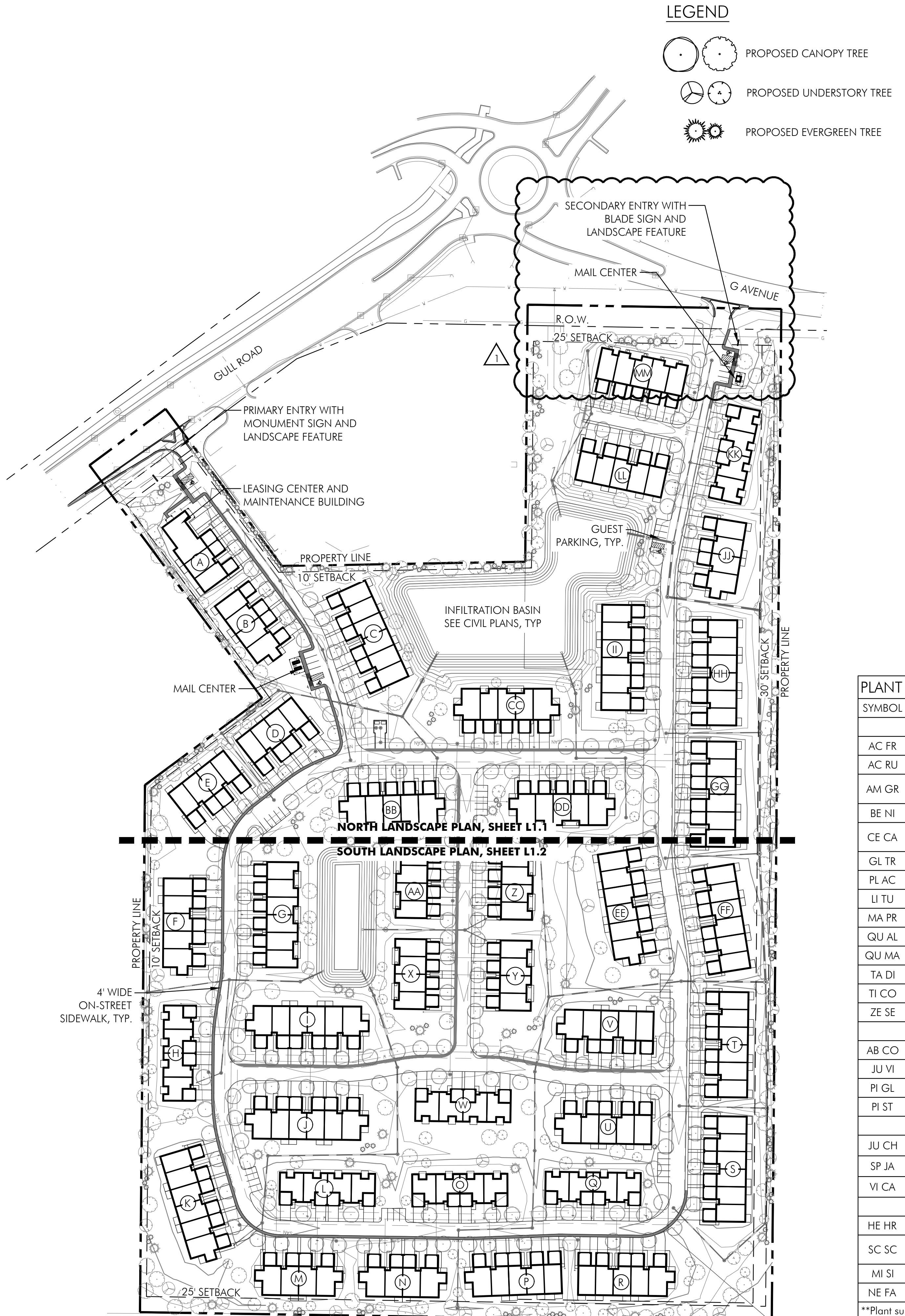
[PODdesign.net](http://PODdesign.net)

#### VICINITY MAP



NOT TO SCALE





### LEGEND

- PROPOSED CANOPY TREE
- PROPOSED UNDERSTORY TREE
- PROPOSED EVERGREEN TREE

ZONING CODE REQUIREMENTS: COMSTOCK CHARTER TOWNSHIP, KALAMAZOO COUNTY SITE PROPOSED AS RM, MULTIPLE FAMILY RESIDENTIAL		
CODE SECTION	REQUIRED	PROPOSED
ARTICLE 21.50 300.2155- GREENSPACE AREAS:	NORTH PERIMETER (636 LF), REQUIRED 10' MIN GREENSPACE DEPTH 2 CANOPY TREES / 100 LF = 13 2 EVERGREEN TREES / 100 LF = 13 4 UNDERSTORY TREES / 100 LF = 26	18 PROVIDED 31 PROVIDED 8 PROVIDED
	WEST PERIMETER (1842 LF), REQUIRED 10' MIN GREENSPACE DEPTH 2 CANOPY TREES / 100 LF = 37 2 EVERGREEN TREES / 100 LF = 37 4 UNDERSTORY TREES / 100 LF = 74	24 PROVIDED 38 PROVIDED 17 PROVIDED
	EAST PERIMETER (1574 LF), REQUIRED 30' MIN GREENSPACE DEPTH 4 CANOPY TREES / 100 LF = 63 4 EVERGREEN TREES / 100 LF = 63 6 UNDERSTORY TREES / 100 LF = 95 12 SHRUBS / 100 LF = 189	21 PROVIDED 51 PROVIDED 24 PROVIDED 0 PROVIDED
	SOUTH PERIMETER (1002 LF), REQUIRED 10' MIN GREENSPACE DEPTH 2 CANOPY TREES / 100 LF = 20 2 EVERGREEN TREES / 100 LF = 20 4 UNDERSTORY TREES / 100 LF = 40	12 PROVIDED 20 PROVIDED 15 PROVIDED
	SITE ADJACENT TO STREET (552 LF) REQUIRED 20' MIN GREENSPACE DEPTH 2 CANOPY TREES / 100 LF = 11 3 UNDERSTORY TREES / 100 LF = 17 4 SHRUBS / 100 LF = 22	8 PROVIDED 0 PROVIDED 61 PROVIDED
PERENNIAL BED AREAS: SPREAD 3" OF ORGANIC COMPOST OVER NEW LANDSCAPE AREAS AND INCORPORATE INTO THE TOP 8" OF THE SOIL BY MECHANICAL TILLER.		
TREES AND SHRUBS: MIX 30% ORGANIC COMPOST TO 70% EXISTING SOIL FROM PLANT PIT EXCAVATION. IF EXCAVATED SOIL IS NOT SUITABLE, SUPPLEMENT WITH IMPORTED TOPSOIL.		
7. ALL PLANT MATERIAL TO MEET OR EXCEED AMERICAN STANDARD FOR NURSERY STOCK, 2014 EDITION, AS SET FORTH BY AMERICAN ASSOCIATION OF NURSERYMEN.		
8. ALL PLANT MATERIALS SUBJECT TO INSPECTION PRIOR, DURING AND AFTER INSTALLATION. ANY PLANT NOT MEETING THE REQUIREMENTS WILL BE CAUSE FOR REJECTION BY THE OWNER. ALL REJECTED PLANTS SHALL BE IMMEDIATELY REMOVED AND DISPOSED OF BY THE CONTRACTOR AND THE REPLACEMENT MATERIAL SHALL BE PROVIDED.		
9. ALL SUBSTITUTIONS AND PLANT CHANGES MUST BE APPROVED BY THE OWNER AND DESIGN CONSULTANT PRIOR TO ANY ACTION TAKEN. TREES SHALL BE PROTECTED AND HANDLED CAREFULLY AT ALL TIMES DURING TRANSPORT & HANDLING TO PREVENT DRYING OF TREE OR ROOT BALL BY WINDS AND TO PREVENT ANY DAMAGE OR BREAKAGE OF THE ROOT BALL. BARK SHALL BE PROTECTED FROM BRUISING OR ABRASION.		
10. WATER TREES IMMEDIATELY AFTER PLANTING AND CONTINUE TO WATER UNTIL FINAL ACCEPTANCE BY THE OWNER. USE OF 'GATOR BAGS' (OR EQUAL) IN NON-IRRIGATED AREAS IS ACCEPTABLE AND SHOULD BE CHECKED/FILLED WEEKLY.		
11. PLANT LOCATIONS AND BEDS SHALL BE LOCATED BY CONTRACTOR AND APPROVED BY OWNER AND DESIGN CONSULTANT BY PRIOR TO PLANT INSTALLATION.		
12. BED LINE TO BE 18" FROM BASE OF PLANT MATERIAL UNLESS OTHERWISE INDICATED ON THE DRAWINGS.		
13. ALL SHRUB AND BED AREAS, EXCEPT AT PROJECT ENTRY TO BE MULCHED WITH 3" DEPTH MIN. NO. 34 WASHED RIVERROCK OVER WEED BARRIER FABRIC. DECIDUOUS TREES IN LAWN AREAS SHALL BE MULCHED WITH A 3" DIAMETER TREE RING USING 3" SHREDDED HARDWOOD BARK MULCH. DO NOT MOUND MULCH AROUND TREE ROOT COLLAR. SUBMIT SAMPLE TO OWNER FOR APPROVAL.		
14. ALL AREAS OUTSIDE OF PLANTING BEDS SHALL BE SODDED AS SHOWN AND NOTED.		
15. ALL SEEDED AREAS TO BE INSTALLED WITH HYDROSEED MIXTURE PER SEED SUPPLIER AND MANUFACTURERS SPECIFICATIONS.		
16. ALL SLOPES IN EXCESS OF 3:1 (H:V) TO BE HYDROSEEDED AND MATTED WITH NAG S75 MINIMUM WITH ROLLS ORIENTED DOWN SLOPE AND STAKED TO MANUFACTURERS RECOMMENDATIONS.		
17. FINISHED TURF (SOD) TO BE FLUSH WITH TOP OF ADJACENT CURB OR WALK. COORDINATE WITH OWNER IN FIELD AS REQUIRED.		
18. THE CONTRACTOR SHALL GUARANTEE ALL TREES, SHRUBS AND GROUND COVERS FOR A PERIOD OF ONE (1) YEAR FROM DATE OF FINAL ACCEPTANCE. REPLACE MATERIAL WITHIN SEVEN (7) DAYS OF NOTIFICATION OF THE OWNER.		
19. PERFORM CLEANING DURING INSTALLATION OF LANDSCAPE WORK AND UPON COMPLETION. REMOVE FROM SITE ALL EXCESS LANDSCAPE RELATED MATERIAL, SOIL DEBRIS AND EQUIPMENT. REPAIR DAMAGE RESULTING FROM LANDSCAPING OPERATIONS. SWEEP AND HOSE DOWN PAVED SURFACES Affected BY LANDSCAPING OPERATIONS. ALL HARD SURFACES INCLUDING BUILDINGS, PAVEMENTS, SIGNS, A/C UNITS AND FENCES SHALL HAVE HYDROSEED OVERSPRAY REMOVED BY LANDSCAPE CONTRACTOR AS PART OF THEIR CLEANUP. COORDINATE WITH OWNER AND OTHER CONTRACTORS FOR FINAL CLEANUP PRIOR TO CLEANING.		
20. MAINTENANCE: THE LANDSCAPE CONTRACTOR SHALL MAINTAIN THE COMPLETED LANDSCAPE AND IRRIGATION SYSTEMS UNTIL THE DATE OF FINAL ACCEPTANCE.		
a. MOWING - MINIMUM ONCE PER WEEK.		
b. TRIMMING - SHRUBS, TREES, AND GROUND COVERS MINIMUM TWO TIMES PER YEAR OR AS REQUIRED.		
c. FERTILIZING - APPLY FERTILIZER AT A RATE EQUAL TO 1 LB. OF ACTUAL NITROGEN/1000 S.F. IN THE SPRING AND FALL TO ALL TURF AND PLANTINGS.		
d. BED EDGING - EDGE ALL BEDS BY HAND, SPADE AT LEAST TWO TIMES PER YEAR AND TOP-MULCH AS NEEDED WITH NO. 34 RIVER STONE IN FALL AND SPRING.		

### PLANT LIST:

SYMBOL	BOTANICAL NAME	COMMON NAME	SIZE	COND.	COMMENTS
DECIDUOUS TREES					
AC FR	<i>Acer x freemanii 'Armstrong'</i>	Armstrong Maple	2" cal.	B&B	As Shown
AC RU	<i>Acer rubrum 'Autumn Blaze'</i>	Autumn Blaze Maple	2" cal.	B&B	As Shown
AM GR	<i>Amelanchier x. grandiflora 'Autumn Brilliance'</i>	Autumn Brilliance Serviceberry	8' min. ht. multi-stem	B&B	As Shown
BE NI	<i>Betula nigra</i>	River Birch	2" cal.	B&B	As Shown
CE CA	<i>Cercis canadensis</i>	Eastern Redbud	8' min. ht. multi-stem	B&B	As Shown
GL TR	<i>Gleditsia triacanthos f. inermis 'Skycole'</i>	Skyline Honeylocust	2" cal.	B&B	As Shown
PL AC	<i>Platanus acerifolia 'Bloodgood'</i>	Bloodgood London Planetree	2" cal.	B&B	As Shown
LI TU	<i>Liriodendron tulipifera</i>	Tulip Tree	2" cal.	B&B	As Shown
MA PR	<i>Malus 'Prairiefire'</i>	Prairiefire Crabapple	2" cal.	B&B	As Shown
QU AL	<i>Quercus alba</i>	White Oak	2" cal.	B&B	As Shown
QU MA	<i>Quercus rubra</i>	Red Oak	2" cal.	B&B	As Shown
TA DI	<i>Taxodium distichum</i>	Bald Cypress	2" cal.	B&B	As Shown
TI CO	<i>Tilia cordata 'Greenspire'</i>	Greenspire Littleleaf Linden	2" cal.	B&B	As Shown
ZE SE	<i>Zelkova serrata 'Green Vase'</i>	Green Vase Zelkova	2" cal.	B&B	As Shown
EVERGREEN TREES					
AB CO	<i>Abies x. concolor</i>	White Fir	5' ht.	B&B	As Shown
JU VI	<i>Juniperus virginiana 'Emerald Sentinel'</i>	Emerald Sentinel Red Cedar Juniper	5' ht.	B&B	As Shown
PI GL	<i>Picea glauca</i>	White Spruce	5' ht.	B&B	As Shown
PI ST	<i>Pinus strobus</i>	Eastern White Pine	5' ht.	B&B	As Shown
SHRUBS					
JU CH	<i>Juniperus x. chinensis 'Saybrook Gold'</i>	Saybrook Gold Juniper	18" ht	Cont.	As Shown
SP JA	<i>Spirea japonica 'Gold Flame'</i>	Gold Flame Spirea	24" ht	Cont.	As Shown
VI CA	<i>Viburnum carlesii</i>	Koreanspice Viburnum	24" ht	Cont.	As Shown
PERENNIALS AND ORNAMENTAL GRASSES					
HE HR	<i>Hemerocallis 'Happy Returns'</i>	Stella de Oro Daylily	#1	cont.	18" o.c.
SC SC	<i>Schizachyrium scoparium 'Standing Ovation'</i>	Standing Ovation Little Blue Stem	#1	cont.	24" o.c.
MI SI	<i>Miscanthus sinensis 'Adagio'</i>	Adagio Maiden Grass	#1	cont.	As Shown
NE FA	<i>Nepeta x faassenii</i>	Cat's Meow Catmint	#1	cont.	As Shown

\*\*Plant substitutions may be required depending on plant availability. Any substitutions must be approved by landscape architect

### PLANT INSTALLATION NOTES

- CONTRACTOR SHALL VERIFY WITH THE OWNER AND UTILITY COMPANIES THE LOCATIONS OF THE EXISTING UTILITIES PRIOR TO STARTING WORK. CALL THE MICHIGAN UTILITIES PROTECTION SERVICE AT (800) 482-7171. CONTRACTOR TO REPAIR ALL DAMAGES TO EXISTING UTILITIES, CURBS, PAVEMENTS, ETC. RESULTING FROM LANDSCAPE INSTALLATIONS WHICH OCCUR DURING THE CONSTRUCTION OF THE PROJECT.
- PLANT MATERIAL SHALL BE FURNISHED IN THE QUANTITIES AND/OR SPACING AS SHOWN OR NOTED, IN CASE OF DISCREPANCIES BETWEEN THE PLAN AND THE PLANT LIST, THE PLAN SHALL DICTATE.
- CONTRACTOR SHALL VERIFY SIZES AND LOCATIONS OF ALL SITE ELEMENTS AND IMMEDIATELY INFORM THE OWNER AND DESIGN CONSULTANT OF ANY DISCREPANCY BETWEEN THE DRAWINGS AND/OR SPECIFICATIONS AND ACTUAL CONDITIONS. NO WORK SHALL BE DONE IN ANY AREA WHERE THERE IS A DISCREPANCY WITHOUT OWNERS APPROVAL.
- CONTACT THE OWNER TO REQUEST ELECTRONIC FILES FOR LAYOUT AND STAKING.
- CONTRACTOR SHALL BE RESPONSIBLE FOR ALL FINISH GRADING IN THE PROJECT REQUIRED TO PROVIDE A PROPER SEED, SOD AND PLANTING BED.
- CONTRACTOR SHALL PROVIDE THE FOLLOWING SOIL AMENDMENTS:  
SOIL AMENDMENT: RENEWED EARTH LIFECYCLE COMPOST OR APPROVED EQUAL KALAMAZOO LANDSCAPE SUPPLIES  
5111 S. 9TH STREET  
KALAMAZOO, MI 49009
- PERENNIAL BED AREAS: SPREAD 3" OF ORGANIC COMPOST OVER NEW LANDSCAPE AREAS AND INCORPORATE INTO THE TOP 8" OF THE SOIL BY MECHANICAL TILLER.
- TREES AND SHRUBS: MIX 30% ORGANIC COMPOST TO 70% EXISTING SOIL FROM PLANT PIT EXCAVATION. IF EXCAVATED SOIL IS NOT SUITABLE, SUPPLEMENT WITH IMPORTED TOPSOIL.
- ALL PLANT MATERIAL TO MEET OR EXCEED AMERICAN STANDARD FOR NURSERY STOCK, 2014 EDITION, AS SET FORTH BY AMERICAN ASSOCIATION OF NURSERYMEN.
- ALL PLANT MATERIALS SUBJECT TO INSPECTION PRIOR, DURING AND AFTER INSTALLATION. ANY PLANT NOT MEETING THE REQUIREMENTS WILL BE CAUSE FOR REJECTION BY THE OWNER. ALL REJECTED PLANTS SHALL BE IMMEDIATELY REMOVED AND DISPOSED OF BY THE CONTRACTOR AND THE REPLACEMENT MATERIAL SHALL BE PROVIDED.
- ALL SUBSTITUTIONS AND PLANT CHANGES MUST BE APPROVED BY THE OWNER AND DESIGN CONSULTANT PRIOR TO ANY ACTION TAKEN. TREES SHALL BE PROTECTED AND HANDLED CAREFULLY AT ALL TIMES DURING TRANSPORT & HANDLING TO PREVENT DRYING OF TREE OR ROOT BALL BY WINDS AND TO PREVENT ANY DAMAGE OR BREAKAGE OF THE ROOT BALL. BARK SHALL BE PROTECTED FROM BRUISING OR ABRASION.
- WATER TREES IMMEDIATELY AFTER PLANTING AND CONTINUE TO WATER UNTIL FINAL ACCEPTANCE BY THE OWNER. USE OF 'GATOR BAGS' (OR EQUAL) IN NON-IRRIGATED AREAS IS ACCEPTABLE AND SHOULD BE CHECKED/FILLED WEEKLY.
- PLANT LOCATIONS AND BEDS SHALL BE LOCATED BY CONTRACTOR AND APPROVED BY OWNER AND DESIGN CONSULTANT BY PRIOR TO PLANT INSTALLATION.
- BED LINE TO BE 18" FROM BASE OF PLANT MATERIAL UNLESS OTHERWISE INDICATED ON THE DRAWINGS.
- ALL SHRUB AND BED AREAS, EXCEPT AT PROJECT ENTRY TO BE MULCHED WITH 3" DEPTH MIN. NO. 34 WASHED RIVERROCK OVER WEED BARRIER FABRIC. DECIDUOUS TREES IN LAWN AREAS SHALL BE MULCHED WITH A 3" DIAMETER TREE RING USING 3" SHREDDED HARDWOOD BARK MULCH. DO NOT MOUND MULCH AROUND TREE ROOT COLLAR. SUBMIT SAMPLE TO OWNER FOR APPROVAL.
- ALL AREAS OUTSIDE OF PLANTING BEDS SHALL BE SODDED AS SHOWN AND NOTED.
- ALL SEEDED AREAS TO BE INSTALLED WITH HYDROSEED MIXTURE PER SEED SUPPLIER AND MANUFACTURERS SPECIFICATIONS.
- ALL SLOPES IN EXCESS OF 3:1 (H:V) TO BE HYDROSEEDED AND MATTED WITH NAG S75 MINIMUM WITH ROLLS ORIENTED DOWN SLOPE AND STAKED TO MANUFACTURERS RECOMMENDATIONS.
- FINISHED TURF (SOD) TO BE FLUSH WITH TOP OF ADJACENT CURB OR WALK. COORDINATE WITH OWNER IN FIELD AS REQUIRED.
- THE CONTRACTOR SHALL GUARANTEE ALL TREES, SHRUBS AND GROUND COVERS FOR A PERIOD OF ONE (1) YEAR FROM DATE OF FINAL ACCEPTANCE. REPLACE MATERIAL WITHIN SEVEN (7) DAYS OF NOTIFICATION OF THE OWNER.
- PERFORM CLEANING DURING INSTALLATION OF LANDSCAPE WORK AND UPON COMPLETION. REMOVE FROM SITE ALL EXCESS LANDSCAPE RELATED MATERIAL, SOIL DEBRIS AND EQUIPMENT. REPAIR DAMAGE RESULTING FROM LANDSCAPING OPERATIONS. SWEEP AND HOSE DOWN PAVED SURFACES Affected BY LANDSCAPING OPERATIONS. ALL HARD SURFACES INCLUDING BUILDINGS, PAVEMENTS, SIGNS, A/C UNITS AND FENCES SHALL HAVE HYDROSEED OVERSPRAY REMOVED BY LANDSCAPE CONTRACTOR AS PART OF THEIR CLEANUP. COORDINATE WITH OWNER AND OTHER CONTRACTORS FOR FINAL CLEANUP PRIOR TO CLEANING.
- MAINTENANCE: THE LANDSCAPE CONTRACTOR SHALL MAINTAIN THE COMPLETED LANDSCAPE AND IRRIGATION SYSTEMS UNTIL THE DATE OF FINAL ACCEPTANCE.
  - MOWING - MINIMUM ONCE PER WEEK.
  - TRIMMING - SHRUBS, TREES, AND GROUND COVERS MINIMUM TWO TIMES PER YEAR OR AS REQUIRED.
  - FERTILIZING - APPLY FERTILIZER AT A RATE EQUAL TO 1 LB. OF ACTUAL NITROGEN/1000 S.F. IN THE SPRING AND FALL TO ALL TURF AND PLANTINGS.
  - BED EDGING - EDGE ALL BEDS BY HAND, SPADE AT LEAST TWO TIMES PER YEAR AND TOP-MULCH AS NEEDED WITH NO. 34 RIVER STONE IN FALL AND SPRING.

**POD** design

**Columbus**  
100 Northwoods Blvd, Ste A  
Columbus, Ohio 43235  
p 614.255.3399

**Cincinnati**  
20 Village Square  
Floor 3  
Cincinnati, Ohio 45246  
p 614.360.3066

**Project Name**  
**Redwood**  
**Comstock**  
**Township**  
Kalamazoo County, Michigan

**Prepared For**  
Redwood Living  
7007 East Pleasant Valley Rd.  
Independence, OH 44131

**Redwood**  
APARTMENT NEIGHBORHOODS

**Project Info**

Project #	21087
Date	11/09/22
By	SO, TF
Scale	As Noted

**Revisions**

Revision 1 12/20/24

**Sheet #**

**L1.0**



**Columbus**  
100 Northwoods Blvd, Ste A  
Columbus, Ohio 43235  
p 614.255.3399

**Cincinnati**  
20 Village Square  
Floor 3  
Cincinnati, Ohio 45246  
p 614.360.3066

**POD**design.net

# **Project Name**

---

# **Redwood Comstock Township**

## Kalamazoo County, Michigan

**Prepared For**



## Project Info

## **Revisions**

---

**Sheet Title**

---

**NORTH  
LANDSCAPE  
PLAN**

# **Sheet #**

---

# North Landscape Plan

SCALE: 1" = 40'

SCALE: 1" = 40

**Columbus**  
100 Northwoods Blvd, Ste A  
Columbus, Ohio 43235  
614.255.3399

**Cincinnati**  
20 Village Square  
Floor 3  
Cincinnati, Ohio 45246  
614.360.3066

PODdesign.net

# Project Name

---

# Redwood Comstock Township

## Kalamazoo County, Michigan

## **Prepared For**

---



## Project Info

## Revisions

**Sheet Title**

---

**SOUTH  
LANDSCAPE  
PLAN**

**Sheet #**

## L1.2



# South Landscape Plan

SCALE: 1" = 40'

SCALE: 1" = 40'





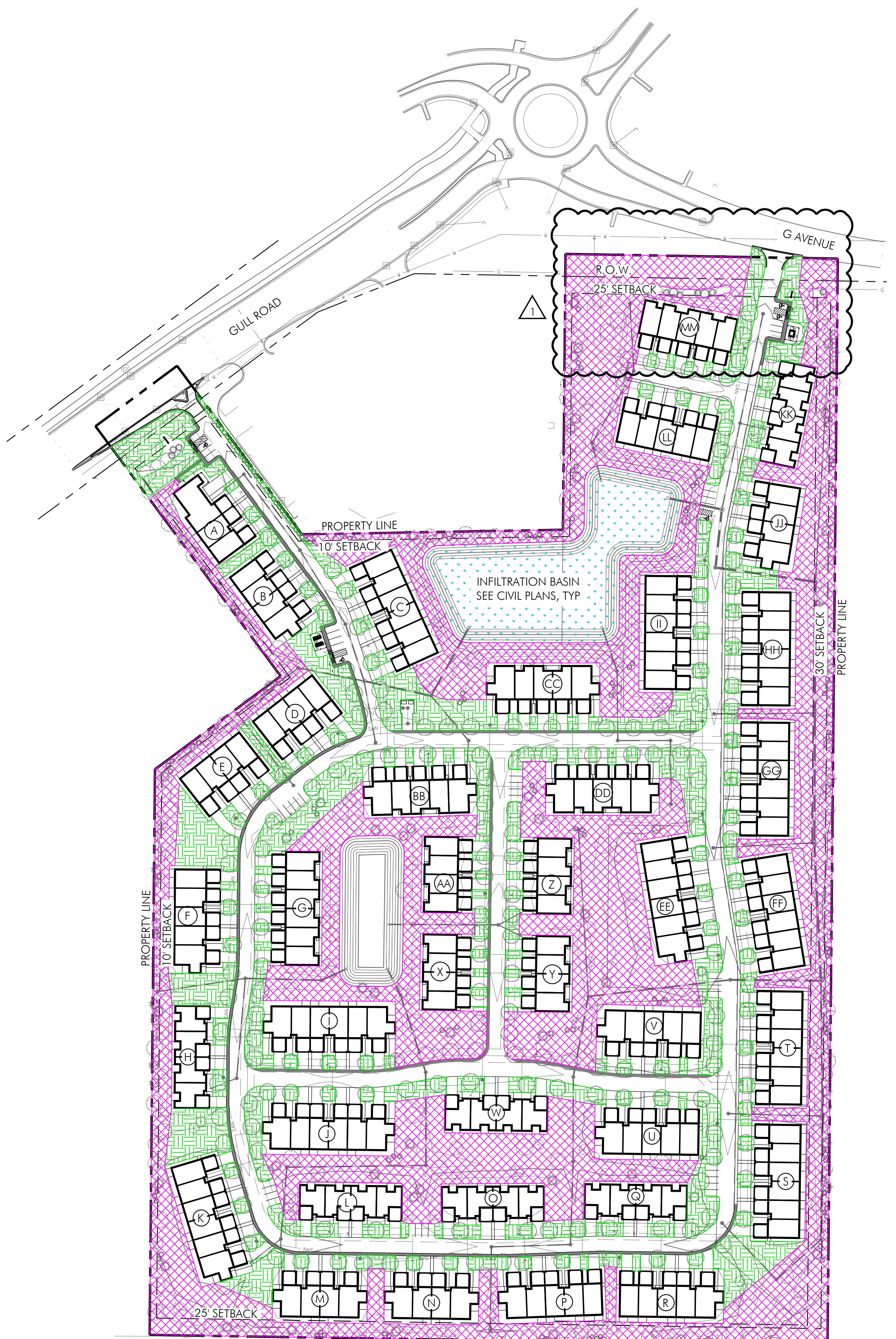
**Columbus**  
100 Northwoods Blvd, Ste A  
Columbus, Ohio 43265  
p 614.255.3399

**Cincinnati**  
20 Village Square  
Floor 3  
Cincinnati, Ohio 45246  
p 614.360.3066

**PODdesign.net**

**Project Name**  
**Redwood**  
**Comstock**  
**Township**

Kalamazoo County, Michigan



**KEY**

 **SEED (TURF) AREA**  
 $\pm 405,750 \text{ SF} (\pm 9.3 \text{ AC})$

 **SOD AREA**  
 $\pm 181,930 \text{ SF} (\pm 4.2 \text{ AC})$

 **STORMWATER BASIN SEED MIX**  
 $\pm 55,900 \text{ SF} (\pm 1.2 \text{ AC})$   
Description: Withstanding highly variable wet and dry conditions, associated with storm water management (Confirm site conditions with nursery supplier)  
Contact: Native Connections  
3815 N Westnedge Avenue  
Kalamazoo, MI  
www.nativeconnections.net  
(269) 459-6900

**NOTES:**

CONFIRM MOWING SPECIFICATIONS FOR WETLAND SEED MIX WITH SUPPLIER TO PROMOTE GROWTH AND ROUTINE MAINTENANCE

**SPECIFICATIONS:**

**SOD**

- SOD SPECIFICATIONS TO BE PROVIDED FOR OWNER APPROVAL PRIOR TO INSTALLATION

**SEED (TURF)**

- SEED SPECIFICATIONS TO BE PROVIDED FOR OWNER APPROVAL PRIOR TO INSTALLATION

**Prepared For**

Redwood Living  
7007 East Pleasant Valley Rd.  
Independence, OH 44131



**Project Info**

Project # 21087  
Date 11/09/22  
By SO, TF  
Scale As Noted

**Revisions**

△ Revision 1 12/20/24

**Sheet Title**  
**SEED & SOD**  
**PLAN**

**Sheet #**

**L2.0**

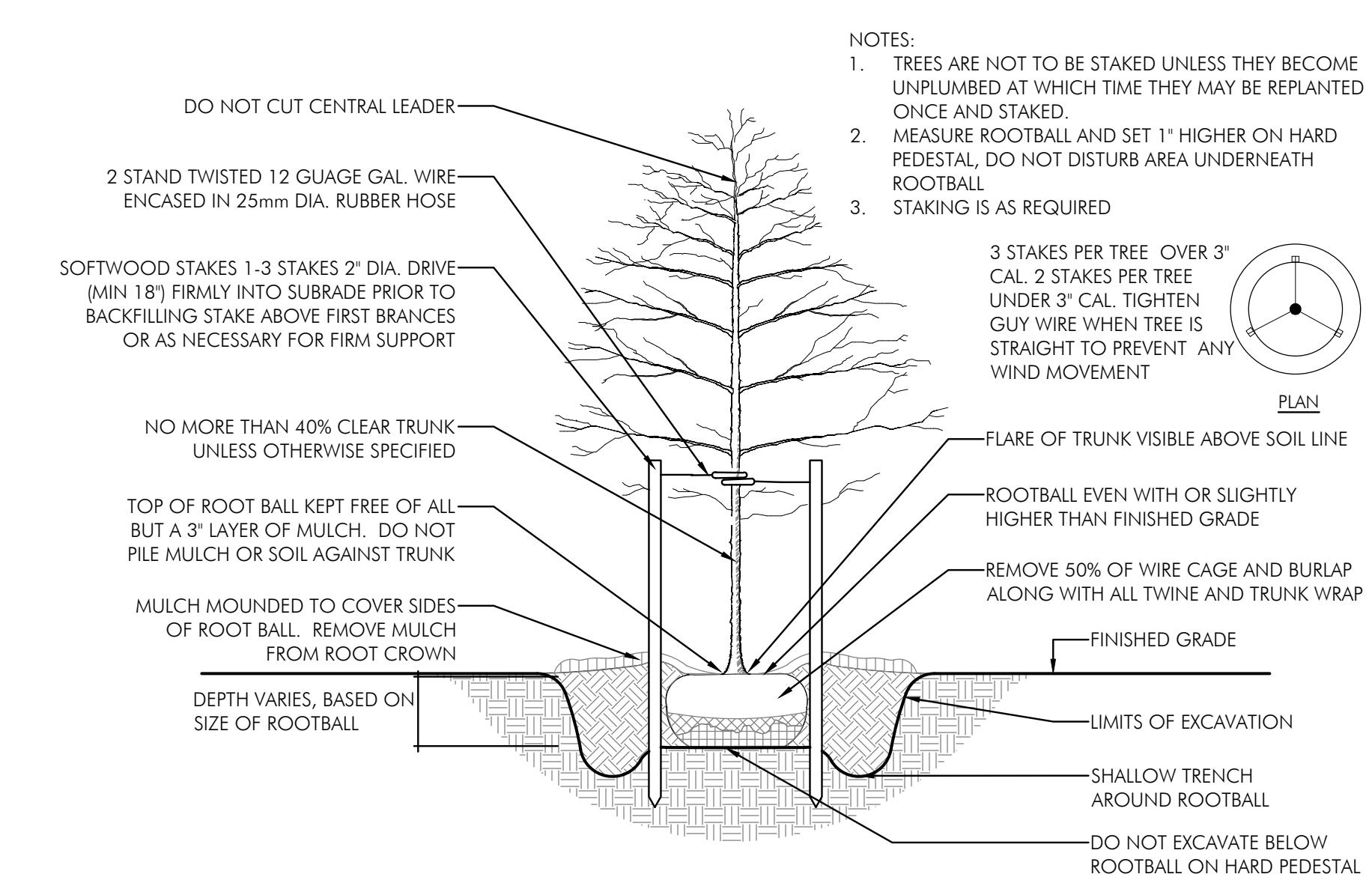
**Columbus**  
100 Northwoods Blvd, Ste A  
Columbus, Ohio 43235  
p 614.255.3399

**Cincinnati**  
20 Village Square  
Floor 3  
Cincinnati, Ohio 45246  
p 614.360.3066

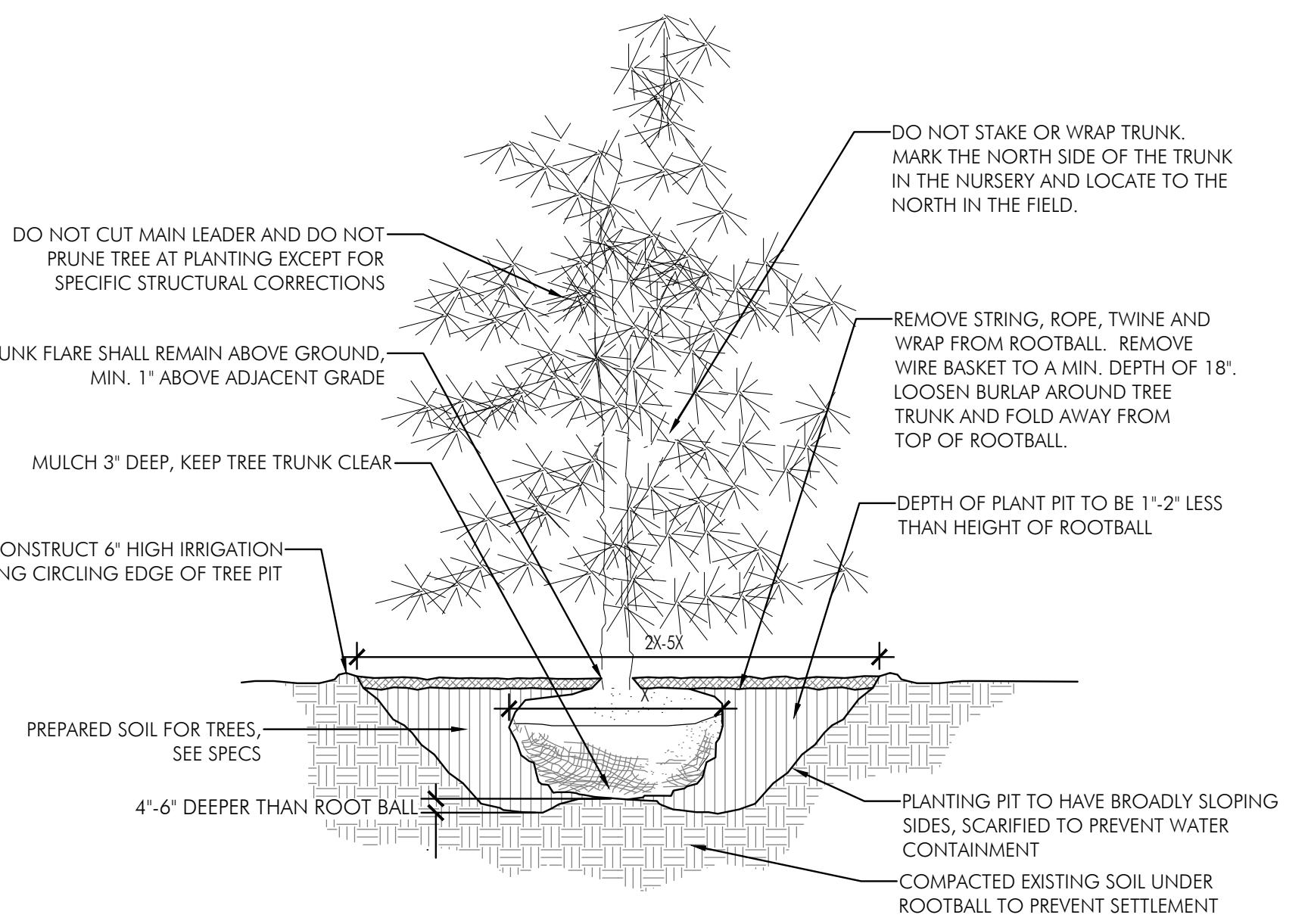
**PODdesign.net**

**Project Name**  
**Redwood**  
**Comstock**  
**Township**

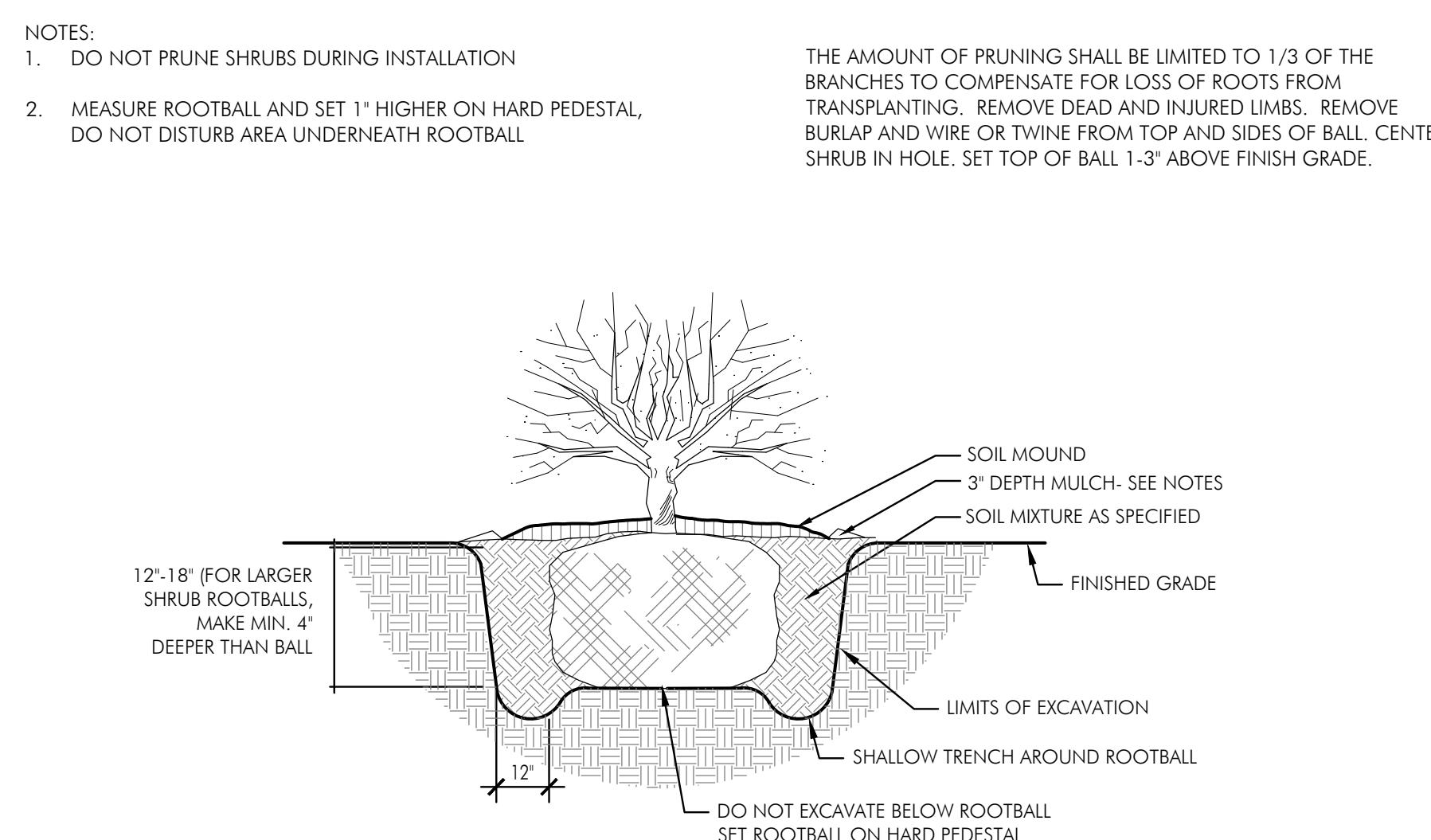
Kalamazoo County, Michigan



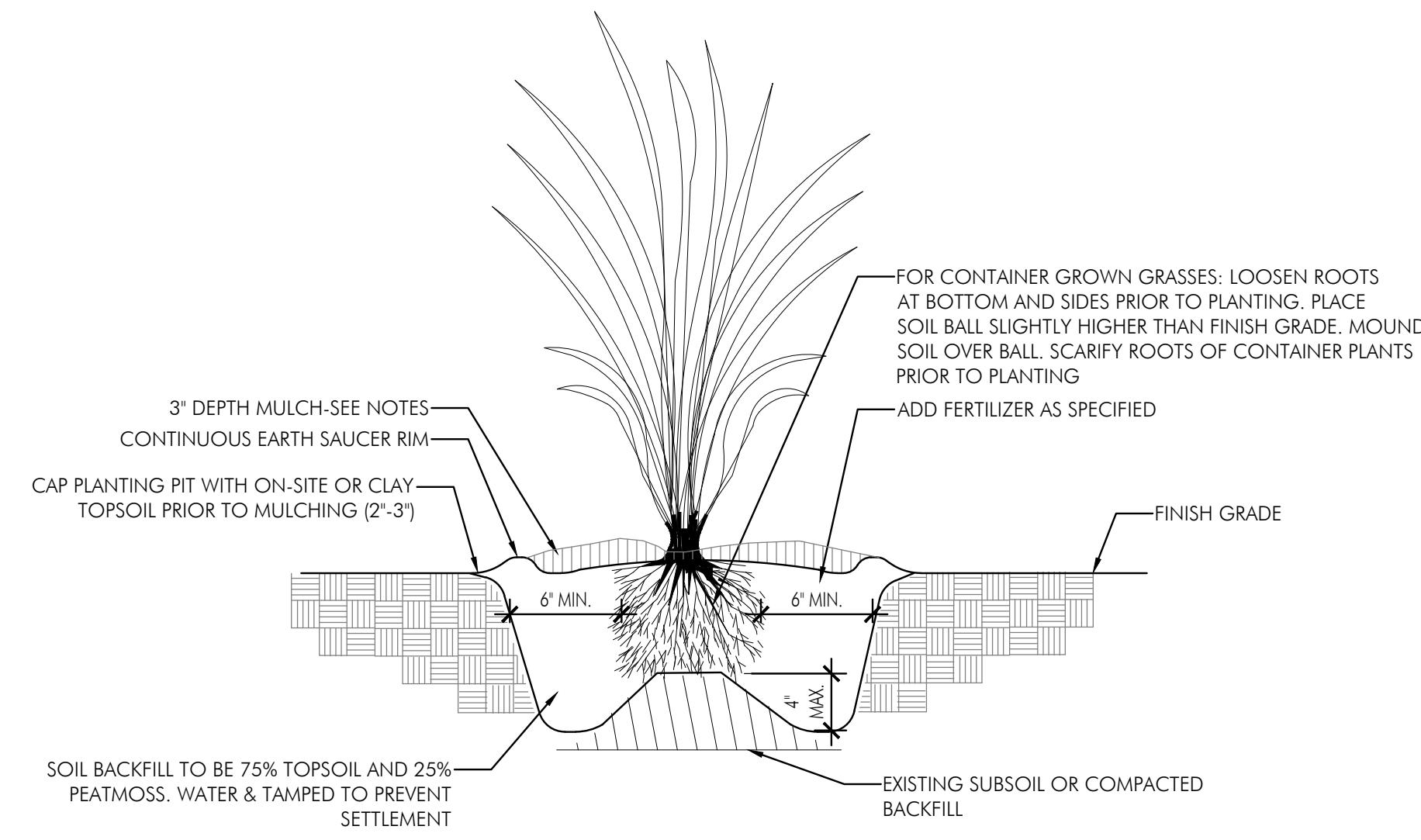
**1** Tree Planting  
N.T.S.



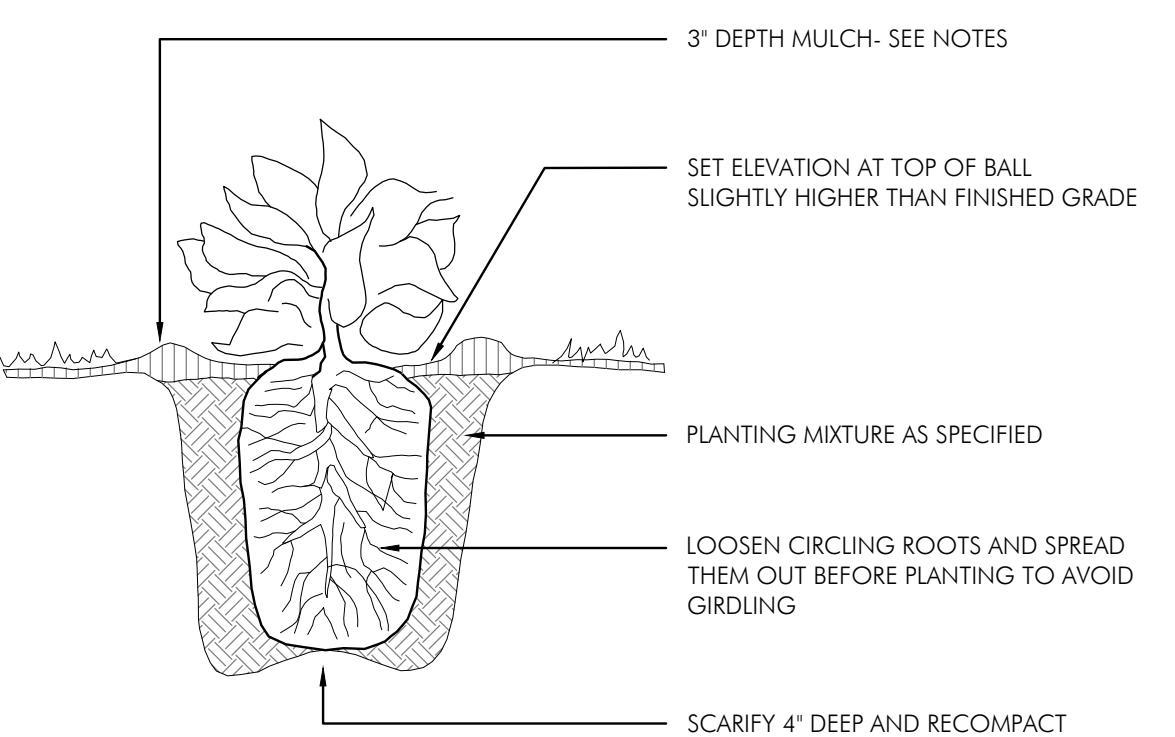
**2** Evergreen Planting  
1"=1'-0"



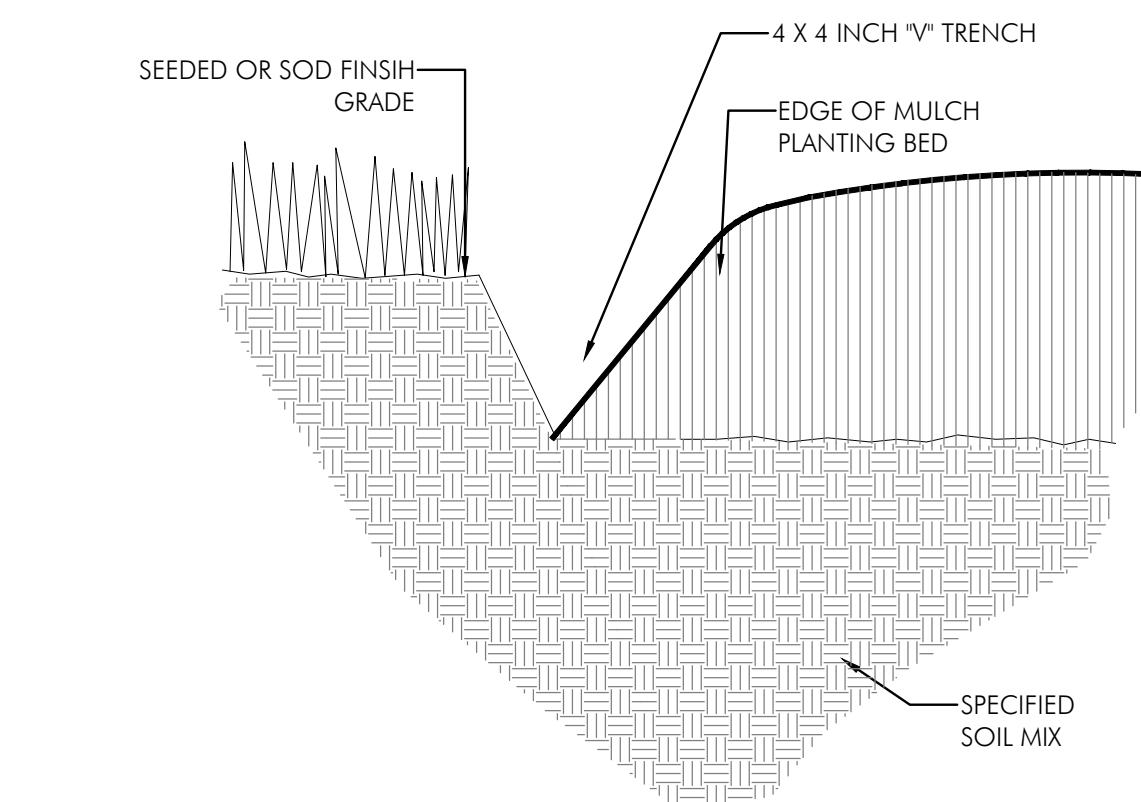
**3** Shrub Planting  
N.T.S.



**4** Grass Planting  
1 1/2"=1'-0"



**5** Perennial Planting  
N.T.S.



**6** Mulch Edge Treatment at Lawn  
N.T.S.

**Prepared For**  
Redwood Living  
7007 East Pleasant Valley Rd.  
Independence, OH 44131



**Project Info**  
Project # 21087  
Date 11/09/22  
By SO, TF  
Scale As Noted

**Revisions**

**Sheet Title**  
**SITE DETAILS**

**Sheet #**

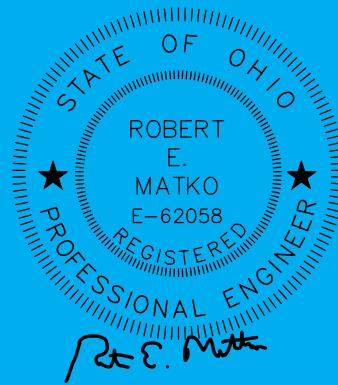
**SD1.0**



10.03.2025

## Trip Generation Study

Redwood Apartment Neighborhoods



**On behalf of:**



**Contact:**

Redwood Apartment Neighborhoods  
Jenna Lehky  
Acquisitions Operations Manager  
7007 E Pleasant Valley Road  
Independence, OH 44131

**Preparation Date:**

10/03/2025

# Trip Generation Study

**CLIENT** Redwood Apartment Neighborhoods

**PREPARED BY** Idalio Perez-Foulds

CESO, Inc.

**ADDRESS** 13060 S. US Hwy 27, Suite D

**CITY, STATE** Dewitt, MI 48820

**PHONE** 517.299.5766

**DATE** October 3<sup>rd</sup>, 2025

## Contents

<b>List of Figures</b> .....	I
<b>List of Tables</b> .....	II
<b>List of Appendices</b> .....	II
<b>1. Introduction</b> .....	1
1.1. Purpose .....	1
1.2. Study Procedure .....	1
1.3. References .....	2
<b>2. Definition of Terms</b> .....	4
<b>3. Data Collection</b> .....	6
3.1. Site Characteristics .....	6
3.2. Summary of Count Data.....	6
<b>4. Data Analysis</b> .....	13
4.1. Reported Statistics .....	13
4.1a. Average Trip Rate (Weighted) .....	13
4.1b. Regression Analysis .....	13
4.2. Data Plots.....	14
<b>5. Conclusions</b> .....	18

## List of Figures

<b>Figure</b>	<b>Page</b>
1. Study Locations .....	3
2. Lockport, IL – Existing Weekday Peak Hour Traffic Volumes (Year 2025) .....	8
3. Lebanon, OH – Existing Weekday Peak Hour Traffic Volumes (Year 2025) .....	9
4. Canton, MI – Existing Weekday Peak Hour Traffic Volumes (Year 2025).....	10
5. Grove City, OH – Existing Weekday Peak Hour Traffic Volumes (Year 2025) .....	11
6. Noblesville, IN – Existing Weekday Peak Hour Traffic Volumes (Year 2025).....	12
7. Weekday AM Peak Hour of Adjacent Street Traffic Data Plot .....	15
8. Weekday Mid-Day Peak Hour of Adjacent Street Traffic Data Plot .....	16
9. Weekday PM Peak Hour of Adjacent Street Traffic Data Plot.....	17

## List of Tables

<b>Table</b>	<b>Page</b>
1. Site Characteristics .....	6
2. Summary of Driveway Volumes (Inbound & Outbound) During Peak Hour Time Periods .....	7
3. Summary of Average Trip Rate During Peak Hour Time Periods.....	14
4. Summary of Average Trip Rate (Weighted) During Peak Hour Time Periods .....	14
5. Average Trip Rate Comparison for 100 Dwelling Units .....	18

## List of Appendices

<b>Appendix</b>	<b>Page</b>
A. Existing Traffic Count Data for Lockport, IL .....	A
B. Existing Traffic Count Data for Lebanon, OH .....	B
C. Existing Traffic Count Data for Canton, MI .....	C
D. Existing Traffic Count Data for Grove City, OH .....	D
E. Existing Traffic Count Data for Noblesville, IN .....	E

## 1. Introduction

### 1.1. Purpose

The purpose of this report is to determine the trip generation data for a typical Redwood Residential Development. Currently, trip generation data must be obtained from the 11<sup>th</sup> Edition of the Institute of Transportation Engineers (ITE) Trip Generation Manual.

Five (5) sites were selected within the states of Illinois, Ohio, Michigan and Indiana (see Figure 1). These sites were relatively similar in size and design. Trip generation data was obtained at the selected sites according to guidelines set forth in the ITE Trip Generation Manual.

The following sections of this report discuss the methodology in determining the trip generation data for a typical Redwood Residential Development.

### 1.2. Study Procedure

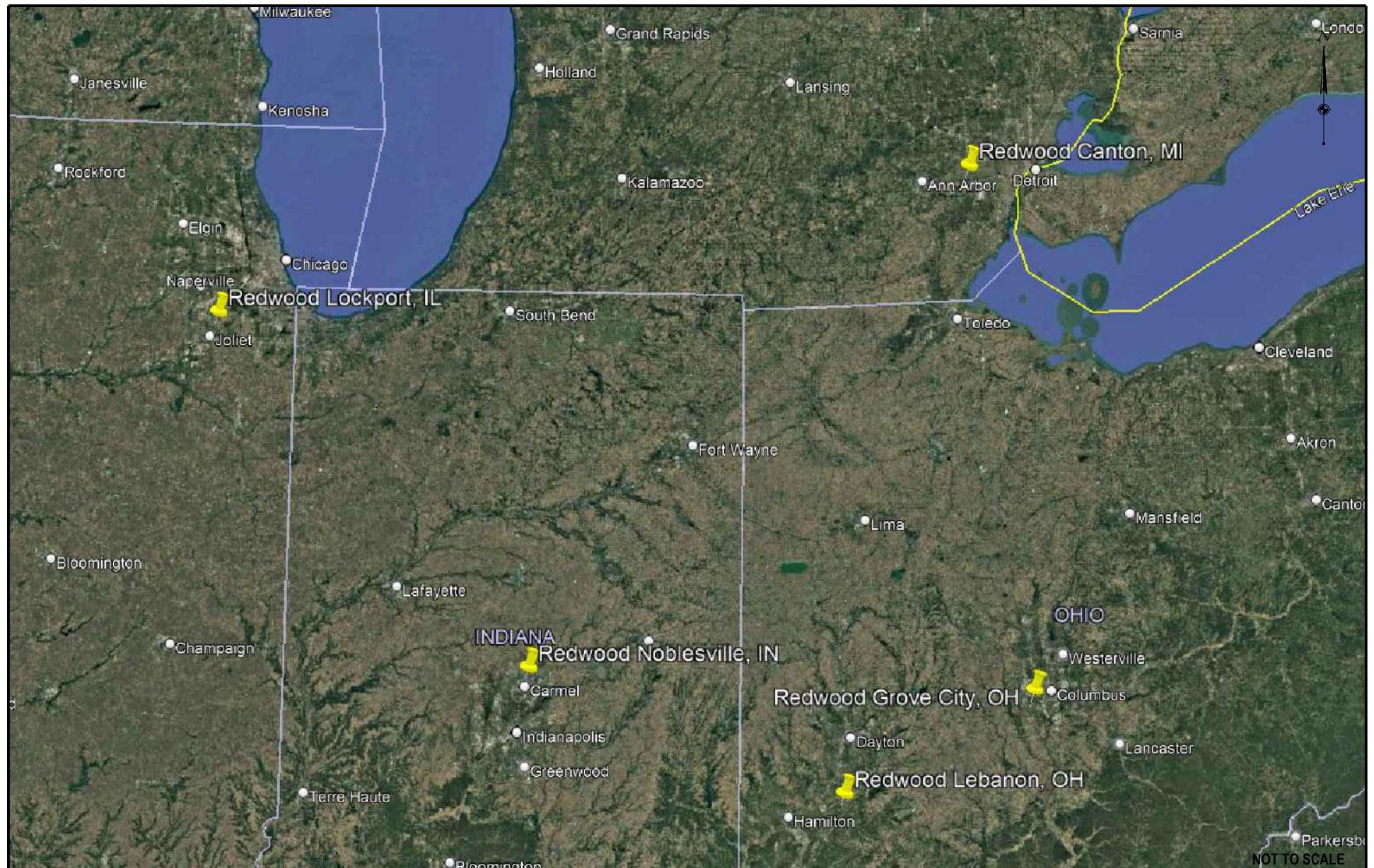
In order to determine the trip generation data for a typical Redwood Residential Development, the following steps were taken:

1. Five (5) similar Redwood Residential Developments were chosen within the states of Illinois, Ohio, Michigan and Indiana to be included in this analysis.
2. Manual driveway counts were conducted by Gewalt Hamilton Associates, Inc. at each of the selected sites during a typical weekday (Tuesday, Wednesday, Thursday) during the following AM, Mid-Day, and PM Peak Hour time frames: 7:00 AM – 9:00 AM, 11:00 AM – 1:00 PM, and 4:00 – 6:00 PM.
3. Summarize the data to determine inbound and outbound trips at each access driveway for each study location.
4. Determine the average trip rate for each study location based on a weighted average trip rate.
5. Perform a regression analysis for each study location to determine the percent of variance in the number of trips associated with the variance in the size of the independent variable.
6. Summarize the trip rates for each site individually and summarize trip rates of all five (5) study locations together.

### 1.3. References

This report utilizes information provided by the following sources:

1. *Trip Generation Manual*. 11<sup>th</sup> Edition. Washington, DC: Institute of Transportation Engineers, 2022.
2. *Trip Generation Handbook*, 3<sup>rd</sup> Edition. Washington, DC: Institute of Transportation Engineers, 2017.
3. "Lockport, Illinois." 41°34'31.17" N and 88°01'32.79" W, *Google Earth*. Imagery Date: 9/2024.
4. "Lebanon, Ohio." 39°26'35.71" N and 84°13'19.09" W, *Google Earth*. Imagery Date: 8/2024.
5. "Canton, Michigan." 42°17'21.42" N and 83°26'52.21" W, *Google Earth*. Imagery Date: 8/2018.
6. "Grove City, Ohio." 39°54'20.78" N and 83°05'46.29" W, *Google Earth*. Imagery Date: 8/2025.
7. "Noblesville, Indiana." 40°00'09.00" N and 86°05'17.00" W, *Google Earth*. Imagery Date: 8/2024.



## 2. Definition of Terms

The following is a summary of the terms that are used in the study. These terms are defined in order to explain the data analysis and results obtained from this study. These terms were taken from Chapter 4 of the 11<sup>th</sup> Edition of the *ITE Trip Generation Manual*.

### **Average Trip Rate**

The average trip rate is the weighted average of the number of vehicle or person trips entering or exiting a development site per one unit of the independent variable (e.g., trip ends per occupied dwelling unit or employee) using a site's driveway(s). The weighted average rate is calculated by summing all trips or trip ends and all independent variable units where paired data are available, and then dividing the sum of the trip ends by the sum of the independent variable units. The weighted average rate is used rather than the average of the individual rates because of the variance within each data set or generating unit. Data sets with a large variance will over-influence the average rate if they are not weighted. The data plot includes a dashed line corresponding to the weighted average rate, extending between the lowest and highest independent variable values for data points.

### **Average Trip Rate for the Peak Hour of the Adjacent Street Traffic**

The average trip rate for the peak hour of the adjacent street traffic is the one-hour weighted average vehicle trip generation rate at the site between 7 AM and 9 AM, 11 AM and 1 PM, and 4 PM and 6 PM, when the combination of its traffic and the traffic on the adjacent street is the highest. If the adjacent street traffic volumes are unknown, the average trip rate for the peak hour of the adjacent street represents the highest hourly vehicle trip ends generated by the site during the traditional commuting peak periods of 7 AM to 9 AM, 11 AM to 1 PM, and 4 PM to 6 PM.

### **AM, Mid-Day, and PM Peak Hour Volume of Adjacent Street Traffic**

The AM, Mid-Day, and PM peak hour volume of adjacent street traffic is the highest hourly volume of traffic on the adjacent street during the AM, Mid-Day, and PM, respectively.

### **Average Trip Rate for the Peak Hour of the Generator**

The average trip rate for the peak hour of the generator is the weighted average vehicle trip generation rate during the hour of highest volume of traffic entering and exiting the site during the AM, the Mid-Day, or the PM hours. It may or may not coincide in time or volume with the trip rate for the peak hour of the adjacent street traffic. The trip rate for the peak hour of the generator will be equal to or greater than the trip rate for the peak hour between 7 AM and 9 AM, 11 AM and 1 PM, or between 4 PM and 6 PM.

### **Dwelling Unit**

A residential location such as a house, apartment, condominium, townhouse, mobile home, or manufactured home in which people may live. An occupied dwelling unit is a dwelling unit in which people currently live.

***Independent Variable***

An independent variable is a physical, measurable, or predictable unit describing the study site or generator that can be used to predict the value of the dependent variable (trip ends). Some examples of independent variables used in this book are GFA (gross floor area), employees, seats, and dwelling units.

***Trip or Trip End***

A trip or trip end is a single or one direction vehicle movement with either the origin or the destination (exiting or entering) inside a study site. For trip generation purposes, the total trip ends for a land use over a given period of time are the total of all trips entering plus all trips exiting a site during a designated time period.

### 3. Data Collection

#### 3.1. Site Characteristics

Data was collected at five (5) comparable sites within the states of Illinois, Ohio, Michigan and Indiana. The following is a summary of each site in terms of dwelling units.

**Table 1**  
**Site Characteristics**

Redwood Location	Size	Unit
Lockport, IL	111	Dwelling Units
Lebanon, OH	123	Dwelling Units
Canterbury, MI	92	Dwelling Units
Grove City, OH	96	Dwelling Units
Noblesville, IN	121	Dwelling Units

These study sites range in size from 92 dwelling units to 123 dwelling units.

#### 3.2. Summary of Count Data

Manual counts were conducted at each of the above-mentioned study locations during the following time periods:

- Weekday AM Peak Hour (7:00 AM – 9:00 AM)
- Weekday Mid-Day Peak Hour (11:00 AM – 1:00 PM)
- Weekday PM Peak Hour (4:00 PM – 6:00 PM)

These counts focus on collecting the inbound and outbound volumes at each driveway for each study location. Traffic Count Data Sheets for each of the five (5) study locations can be found in Appendix A through Appendix E.

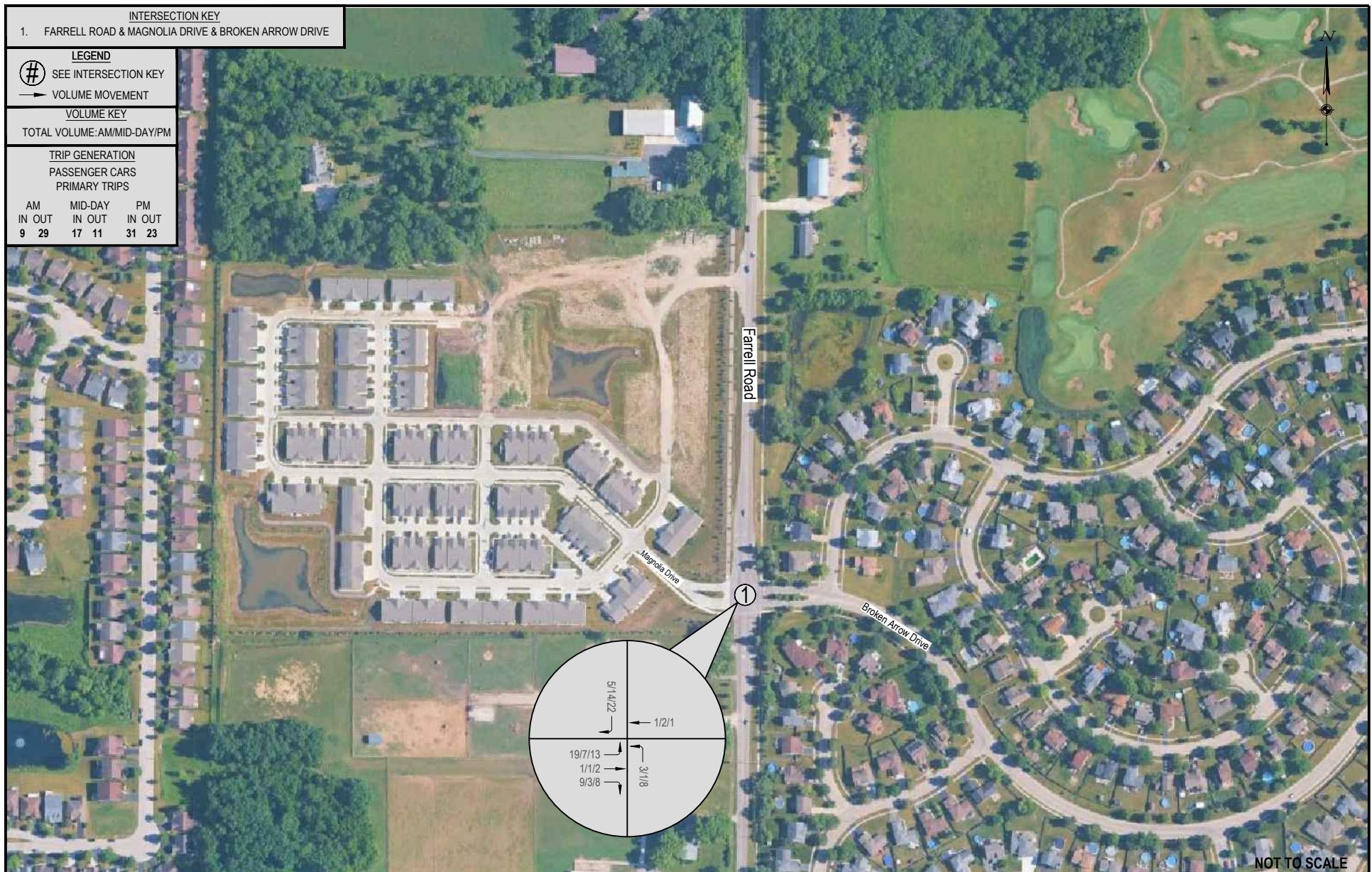
Table 2 summarizes the inbound and outbound volumes for the following peak time periods:

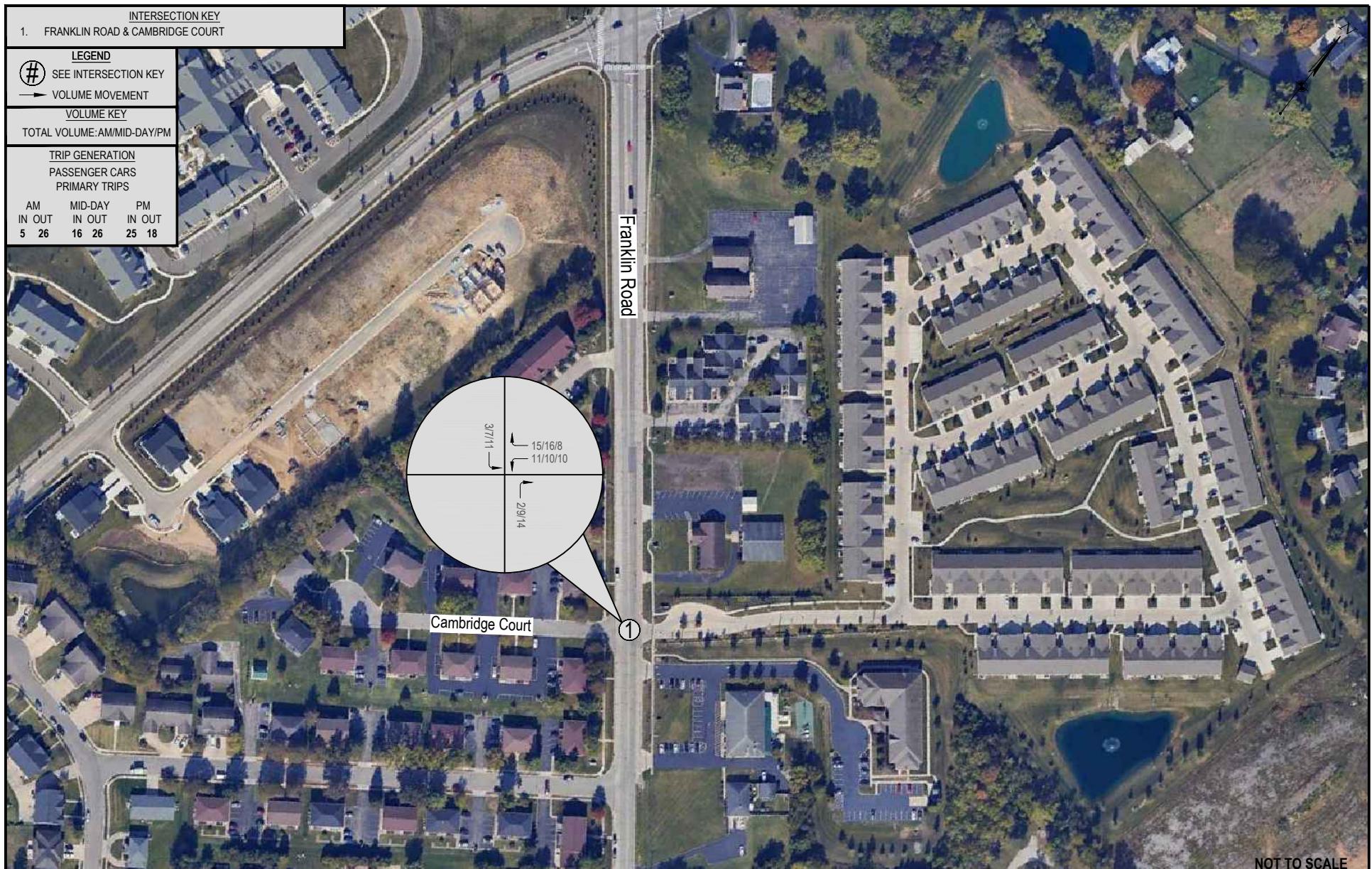
- Weekday – AM Peak Hour of Adjacent Street Traffic
- Weekday – Mid-Day Peak Hour of Adjacent Street Traffic
- Weekday – PM Peak Hour of Adjacent Street Traffic

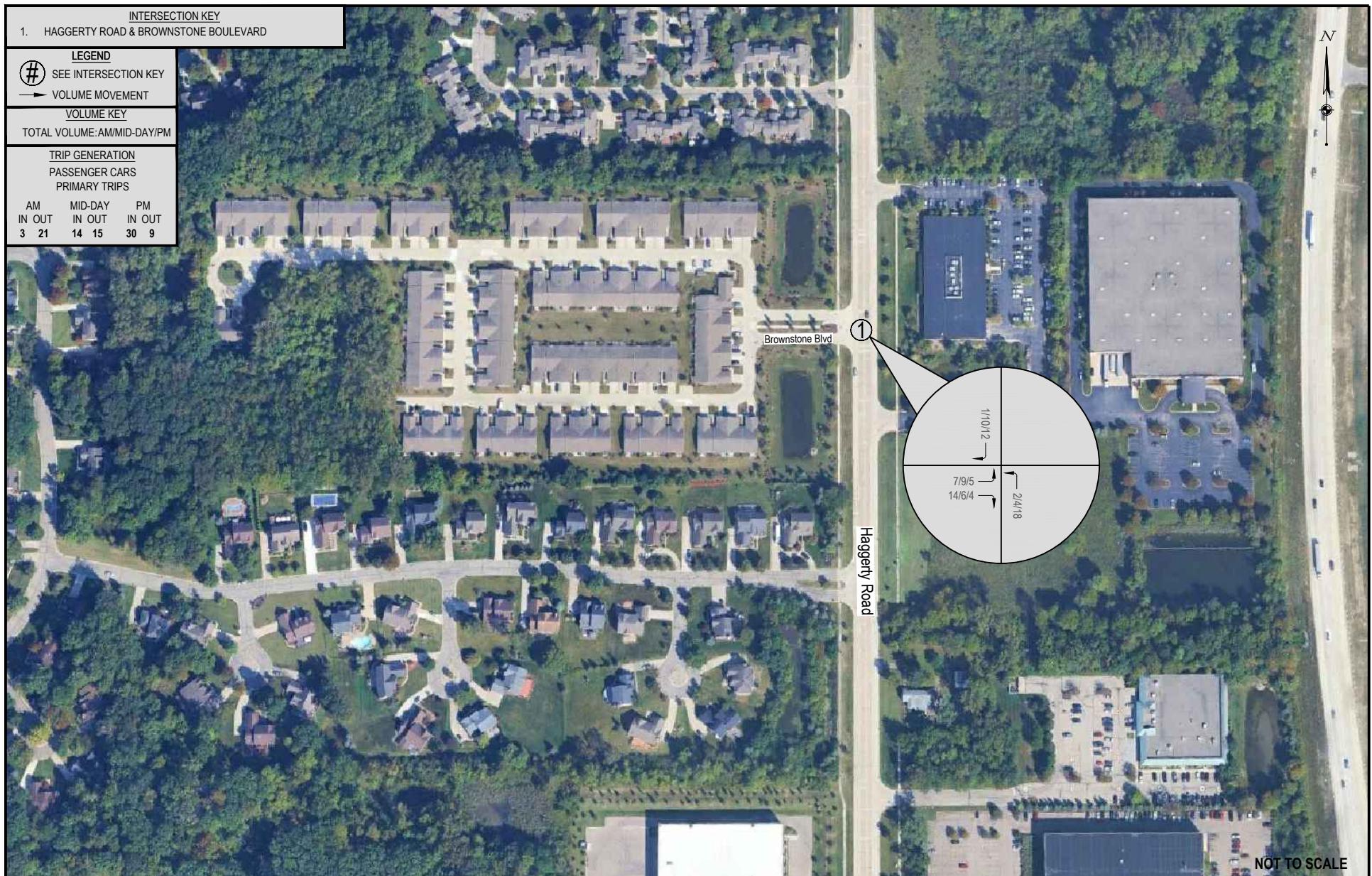
**Table 2**  
**Summary of Driveway Volumes (Inbound & Outbound) During Peak Hour Time Periods**

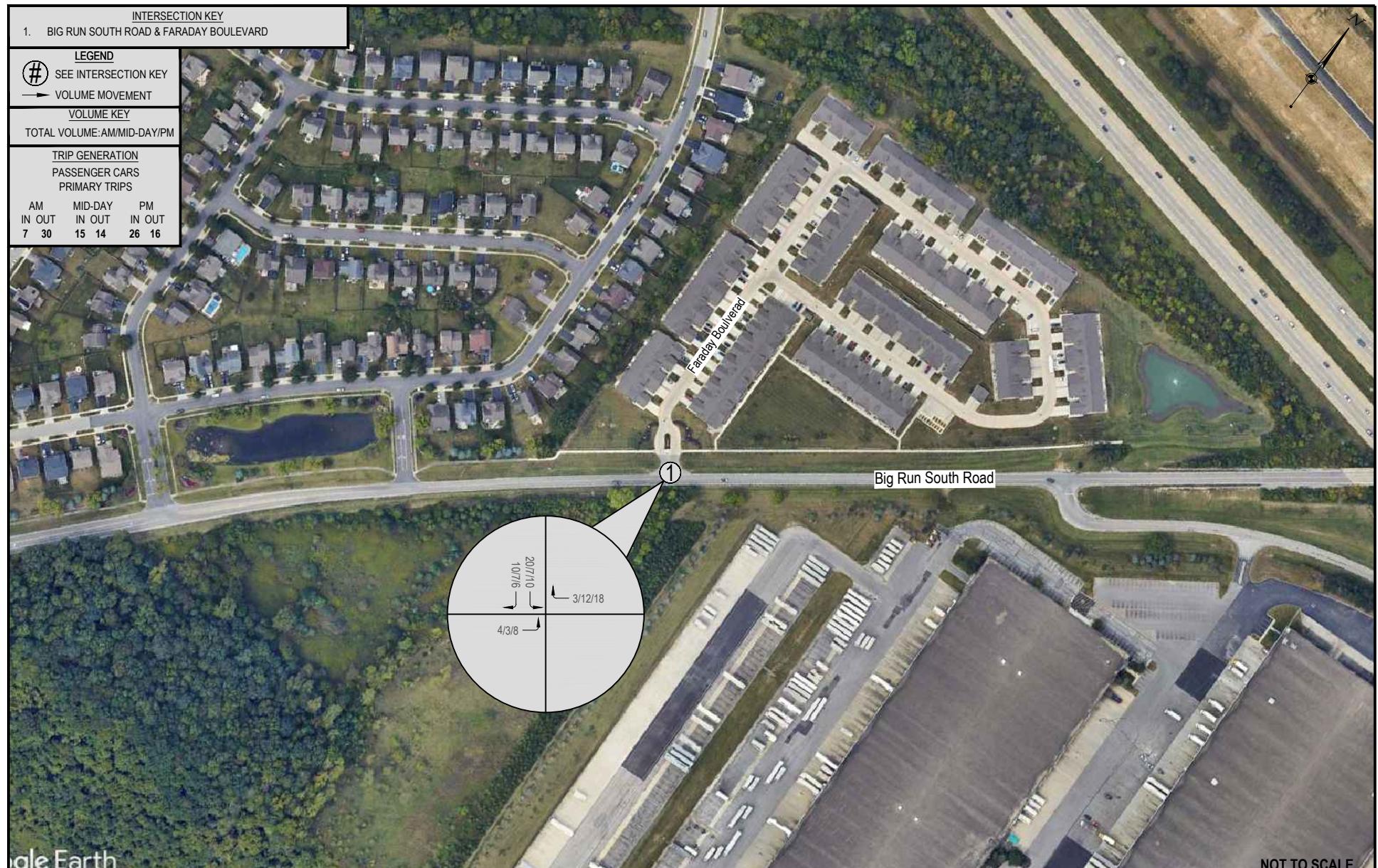
Location	Size	Unit	Total Generated Trips								
			Weekday AM Peak Hour			Weekday Mid-Day Peak Hour			Weekday PM Peak Hour		
			Trips			Trips			Trips		
			Tot	In	Out	Tot	In	Out	Tot	In	Out
Lockport, IL	111	Dwelling Units	38	9	29	28	17	11	54	31	23
Entering (%)/Exiting (%)			100%	24%	76%	100%	61%	39%	100%	57%	43%
Lebanon, OH	123	Dwelling Units	31	5	26	42	16	26	43	25	18
Entering (%)/Exiting (%)			100%	16%	84%	100%	38%	62%	100%	58%	42%
Canion, MI	92	Dwelling Units	24	3	21	29	14	15	39	30	9
Entering (%)/Exiting (%)			100%	12%	88%	100%	48%	52%	100%	77%	23%
Grove City, OH	96	Dwelling Units	37	7	30	29	15	14	42	26	16
Entering (%)/Exiting (%)			100%	19%	81%	100%	52%	48%	100%	62%	38%
Noblesville, IN	121	Dwelling Units	24	9	15	34	19	15	40	26	14
Entering (%)/Exiting (%)			100%	37%	63%	100%	56%	44%	100%	65%	35%
Total Average Passenger Car Rate			100%	22%	78%	100%	51%	49%	100%	64%	36%

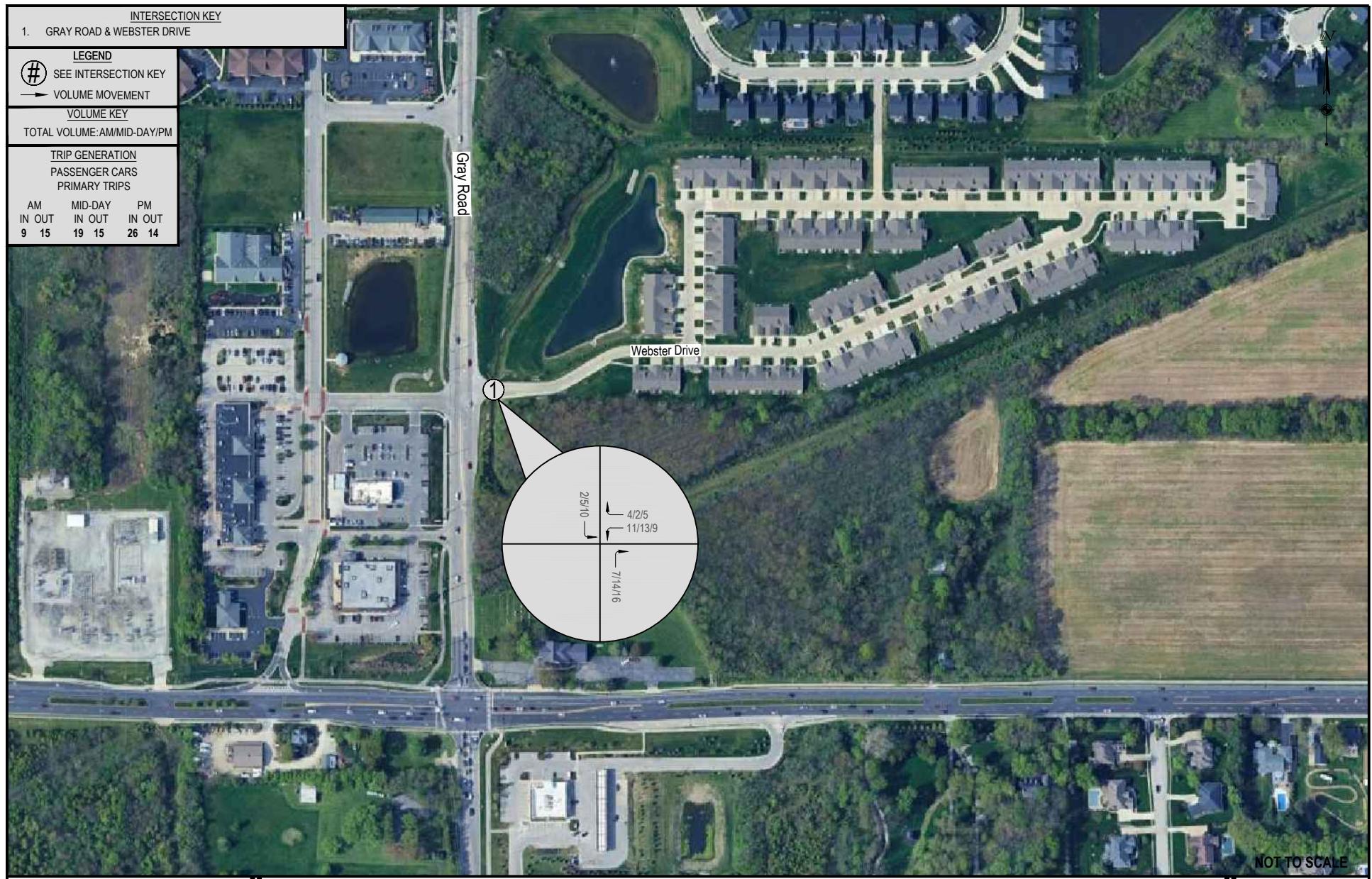
The Weekday AM, Mid-Day, and PM inbound and outbound traffic volumes for each of the five (5) locations are illustrated on Figures 2-6 of the report.











## 4. Data Analysis

### 4.1. Reported Statistics

Each of the five (5) study locations were analyzed to determine the weighted average trip rate and regression analysis. The following is a discussion of each of the above reported statistics and how they were obtained.

#### 4.1a. Average Trip Rate (Weighted)

The average trip generation rates shown in this study were calculated using a weighted average trip rate. As with the ITE *Trip Generation Manual*, 11th Edition, the weighted average trip rate was used rather than the average of the individual rates because of the variance within each data set. Sites with a significant variance from the mean would have over-influenced the average rate had they not been weighted. Table 4 summarizes the average weighted trip rate for each period.

#### 4.1b. Regression Analysis

This analysis examined the independent variable and the number of trips in order to generate a regression curve, a regression equation, and a coefficient of determination ( $R^2$ ) for each time period. According to the information found in the ITE *Trip Generation Manual*, 11<sup>th</sup> Edition, “the coefficient of determination is defined as the percent of the variance in the number of trips associated with the variance in the size of the independent variable. If the  $R^2$  value is 0.75, then 75 percent of the variance in the number of trips is accounted for by the variance in the size of the independent variable.”

**Table 3**  
**Summary of Average Trip Rate During Peak Hour Time Periods**

Location	Dwelling Units	Weekday AM Peak Hour of Adjacent Street Traffic	Weekday MID-DAY Peak Hour of Adjacent Street Traffic	Weekday PM Peak Hour of Adjacent Street Traffic
Lockport, IL	111	0.34	0.25	0.49
Lebanon, OH	123	0.25	0.34	0.35
Canton, MI	92	0.26	0.32	0.42
Grove City, OH	96	0.39	0.30	0.44
Noblesville, IN	121	0.20	0.28	0.33
<b>Average Trip Rate</b>	---	<b>0.29</b>	<b>0.30</b>	<b>0.41</b>

**Table 4**  
**Summary of Average Trip Rate (Weighted) During Peak Hour Time Periods**

Location	Dwelling Units	Weekday AM Peak Hour of Adjacent Street Traffic	Weekday PM Peak Hour of Adjacent Street Traffic	Weekday PM Peak Hour of Adjacent Street Traffic
Lockport, IL	111	38	28	54
Lebanon, OH	123	31	42	43
Canton, MI	92	24	29	39
Grove City, OH	96	37	29	42
Noblesville, IN	121	24	34	40
<b>Total Trips</b>	---	<b>154</b>	<b>162</b>	<b>218</b>
<b>Average Trip Rate</b>	---	<b>0.29</b>	<b>0.30</b>	<b>0.41</b>

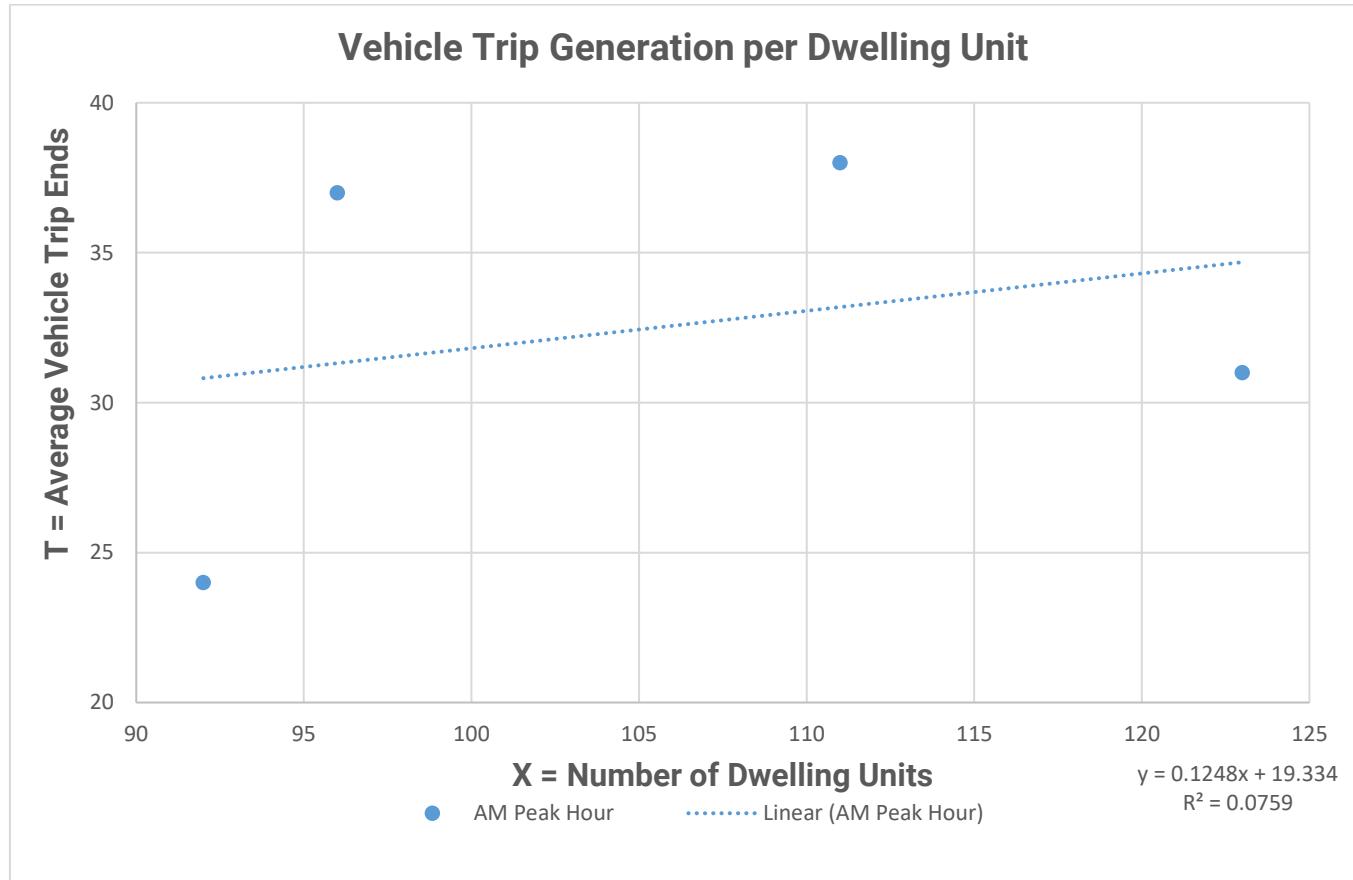
#### 4.2. Data Plots

Each of the five (5) study locations were converted into data plots. Data plots provide a display of the variance within the database. The data points represented on the plots are not trip generation rates; rather, they are the observed number of trips, plotted against the size of the independent variable (dwelling units). Data plots have been made for each of the five (5) study locations (illustrated on Figures 7-9) for the following time periods:

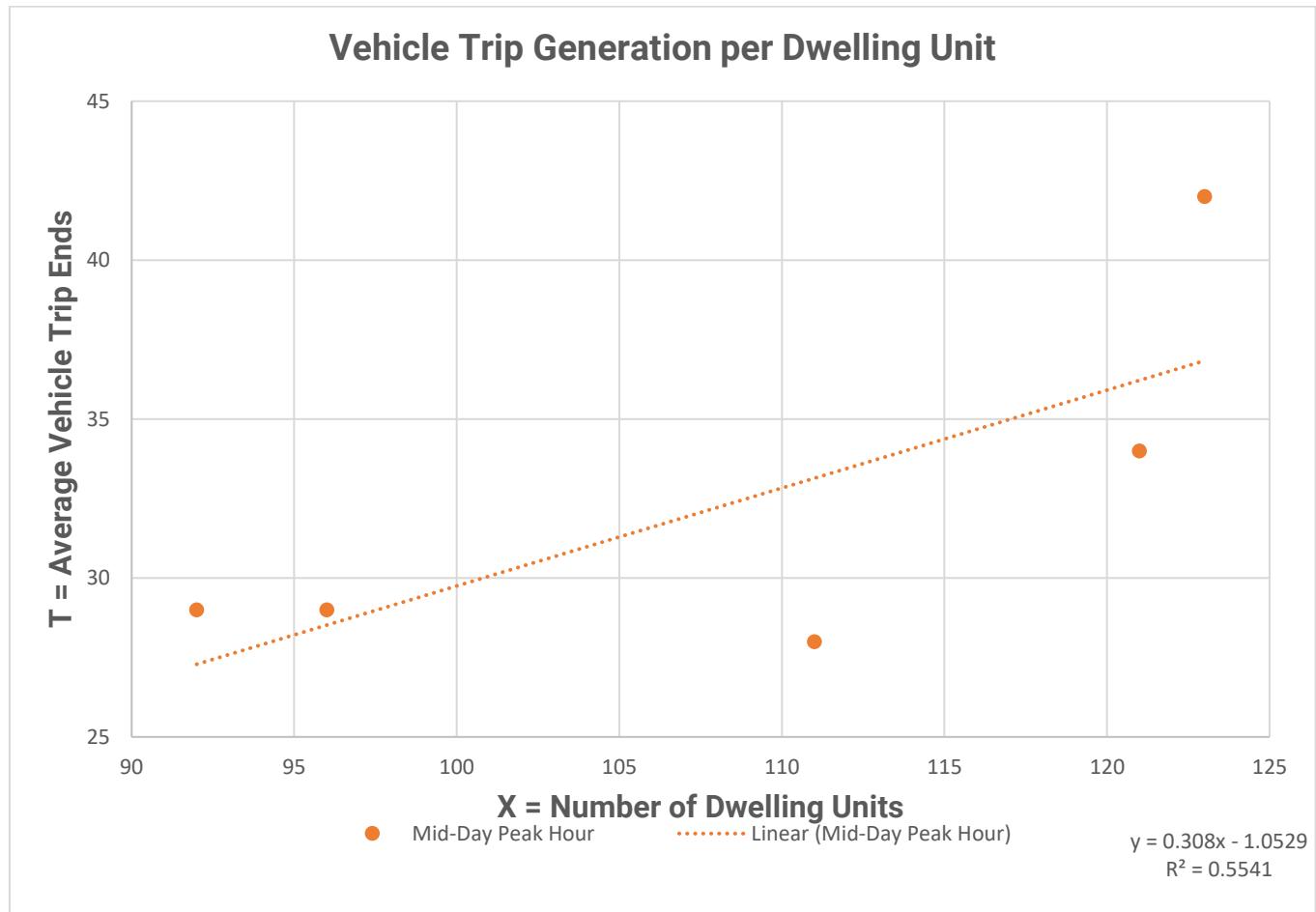
- Weekday – AM Peak Hour of Adjacent Street Traffic
- Weekday – Mid-Day Peak Hour of Adjacent Street Traffic
- Weekday – PM Peak Hour of Adjacent Street Traffic

**Note:** The data point from Noblesville, IN was excluded from the analysis during the AM Peak Hour because of irregular trip generation results. With its inclusion, the trendline yielded a negative slope indicating an anomaly relative to the rest of the dataset.

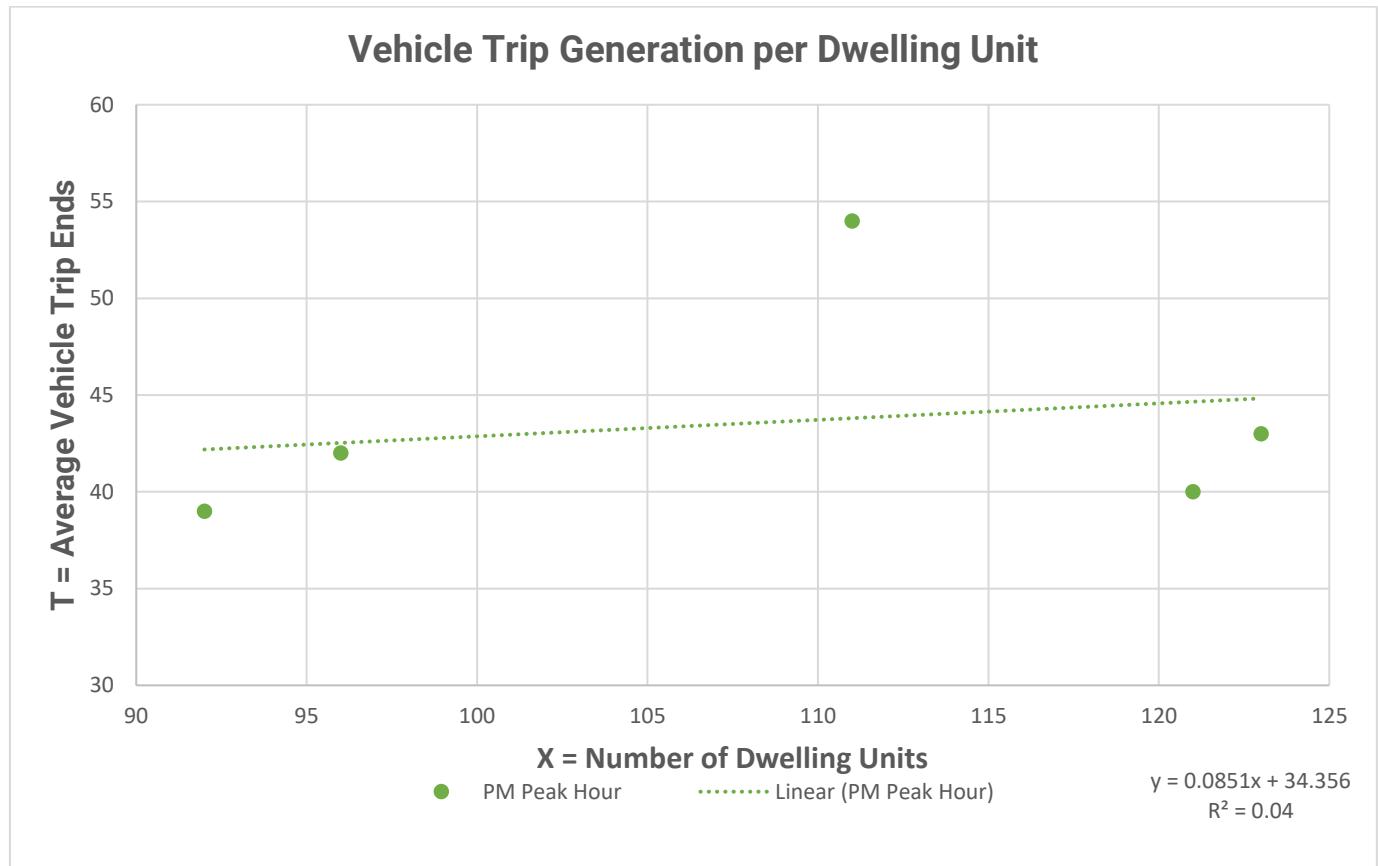
FIGURE 7 – WEEKDAY AM PEAK HOUR OF ADJACENT STREET TRAFFIC DATA PLOT



**FIGURE 8 – WEEKDAY MID-DAY PEAK HOUR OF ADJACENT STREET TRAFFIC DATA PLOT**



## FIGURE 9 – WEEKDAY PM PEAK HOUR OF ADJACENT STREET TRAFFIC DATA PLOT



## 5. Conclusions

Based on the data collected compared with ITE land use code 215 – Single-Family Attached Housing, CESO recommends that the calculated weighted average trip generation rates be used for future Redwood Residential Developments, as this will depict a more accurate result of trips generated for a typical Redwood Development. The results plotted on Figures 7-9 yielded trendlines developed with a regression analysis, the trendline equations can be used to estimate the number of trips generated based on the number of dwelling units.

The resulting trip generation equations for each peak hour are as follows, where x is the number of dwelling units and y is the number of trips generated by a Redwood Residential Development:

- **AM Peak Hour:**  
 $y = 0.1248(x) + 19.334$
- **Mid-Day Peak Hour:**  
 $y = 0.308(x) - 1.0529$
- **PM Peak Hour:**  
 $y = 0.0851(x) + 34.356$

Table 5 summarizes the average trip rates calculated from the local data compared to the respective ITE land use code for a hypothetical development of 100 dwelling units.

**Table 5**  
**Average Trip Rate Comparison for 100 Dwelling Units**

Peak Hour	Passenger Car	
	ITE LUC 215	Local Data
AM	46.3	31.8
PM	56.1	42.9

Based upon these results, CESO would recommend using the local trip rates derived in this study for the trip generation of future Redwood Developments.

**APPENDIX A  
EXISTING TRAFFIC COUNT DATA  
FOR LOCKPORT, IL**

Farrell Road & Broken Arrow Drive - TMC

Tue Sep 16, 2025

Full Length (7 AM-9 AM, 11 AM-1 PM, 4 PM-6 PM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1333181, Location: 41.574408, -88.025517



Provided by: Gewalt Hamilton Associates Inc.

625 Forest Edge Drive, Vernon Hills, IL, 60061, US

Leg Direction	Magnolia Dr Eastbound					Broken Arrow Dr Westbound					Farrell Rd Northbound					Farrell Rd Southbound					
Time	L	T	R	U	App	L	T	R	U	App	L	T	R	U	App	L	T	R	U	App	Int
2025-09-16 7:00AM	8	1	2	0	11	14	0	49	0	63	1	87	5	0	93	8	32	1	0	41	208
7:15AM	4	0	3	0	7	7	1	39	0	47	2	125	0	0	127	8	28	2	0	38	219
7:30AM	3	0	3	0	6	8	0	35	0	43	0	52	4	0	56	14	40	2	0	56	161
7:45AM	4	0	1	0	5	8	0	19	0	27	0	54	8	0	62	11	40	0	0	51	145
Hourly Total	19	1	9	0	29	37	1	142	0	180	3	318	17	0	338	41	140	5	0	186	733
8:00AM	4	0	4	0	8	11	0	21	1	33	0	32	4	0	36	9	25	5	0	39	116
8:15AM	5	0	3	0	8	14	0	30	0	44	0	42	4	0	46	16	37	3	0	56	154
8:30AM	3	0	3	0	6	18	0	23	0	41	0	59	7	0	66	11	24	2	0	37	150
8:45AM	1	0	1	0	2	10	0	18	0	28	0	60	4	0	64	16	40	0	0	56	150
Hourly Total	13	0	11	0	24	53	0	92	1	146	0	193	19	0	212	52	126	10	0	188	570
11:00AM	3	1	0	0	4	1	0	10	1	12	0	39	6	0	45	16	42	1	0	59	120
11:15AM	1	0	2	2	5	10	0	23	0	33	0	48	5	0	53	17	43	4	0	64	155
11:30AM	0	1	1	0	2	7	1	17	0	25	0	38	6	0	44	14	34	6	0	54	125
11:45AM	1	0	0	0	1	5	0	20	0	25	1	51	7	0	59	15	41	3	0	59	144
Hourly Total	5	2	3	2	12	23	1	70	1	95	1	176	24	0	201	62	160	14	0	236	544
12:00PM	5	0	0	0	5	3	1	19	0	23	0	44	7	0	51	15	52	1	0	68	147
12:15PM	2	0	2	0	4	7	0	19	0	26	2	44	5	0	51	7	43	2	0	52	133
12:30PM	3	0	1	0	4	6	0	27	0	33	0	36	5	0	41	13	52	2	0	67	145
12:45PM	2	0	0	0	2	6	0	22	0	28	1	45	5	0	51	19	45	1	0	65	146
Hourly Total	12	0	3	0	15	22	1	87	0	110	3	169	22	0	194	54	192	6	0	252	571
4:00PM	0	0	2	0	2	4	0	23	0	27	3	58	9	0	70	31	92	3	0	126	225
4:15PM	2	1	1	0	4	9	0	17	0	26	3	63	16	0	82	32	101	7	0	140	252
4:30PM	2	0	1	0	3	5	0	18	0	23	4	57	17	0	78	27	88	7	0	122	226
4:45PM	2	1	1	0	4	12	0	15	0	27	5	82	16	0	103	29	85	4	0	118	252
Hourly Total	6	2	5	0	13	30	0	73	0	103	15	260	58	0	333	119	366	21	0	506	955
5:00PM	2	0	2	0	4	13	1	29	0	43	0	62	15	0	77	35	81	7	0	123	247
5:15PM	8	1	1	0	10	14	0	36	0	50	1	59	17	0	77	33	91	4	0	128	265
5:30PM	1	0	4	0	5	10	0	27	0	37	2	66	9	0	77	35	94	7	0	136	255
5:45PM	2	0	1	0	3	8	0	32	0	40	2	57	8	0	67	31	90	1	0	122	232
Hourly Total	13	1	8	0	22	45	1	124	0	170	5	244	49	0	298	134	356	19	0	509	999
<b>Total</b>	68	6	39	2	115	210	4	588	2	804	27	1360	189	0	1576	462	1340	75	0	1877	4372
<b>% Approach</b>	59.1%	5.2%	33.9%	1.7%	-	26.1%	0.5%	73.1%	0.2%	-	1.7%	86.3%	12.0%	0%	-	24.6%	71.4%	4.0%	0%	-	-
<b>% Total</b>	1.6%	0.1%	0.9%	0%	<b>2.6%</b>	4.8%	0.1%	13.4%	0%	<b>18.4%</b>	0.6%	31.1%	4.3%	0%	<b>36.0%</b>	10.6%	30.6%	1.7%	0%	<b>42.9%</b>	-
<b>Lights</b>	67	6	38	2	<b>113</b>	205	3	575	2	<b>785</b>	27	1340	181	0	<b>1548</b>	457	1321	74	0	<b>1852</b>	4298
<b>% Lights</b>	98.5%	100%	97.4%	100%	<b>98.3%</b>	97.6%	75.0%	97.8%	100%	<b>97.6%</b>	100%	98.5%	95.8%	0%	<b>98.2%</b>	98.9%	98.6%	98.7%	0%	<b>98.7%</b>	98.3%
<b>Articulated Trucks and Single-Unit Trucks</b>	1	0	0	0	<b>1</b>	3	1	4	0	<b>8</b>	0	8	3	0	<b>11</b>	3	10	0	0	<b>13</b>	33
<b>% Articulated Trucks and Single-Unit Trucks</b>	1.5%	0%	0%	0%	<b>0.9%</b>	1.4%	25.0%	0.7%	0%	<b>1.0%</b>	0%	0.6%	1.6%	0%	<b>0.7%</b>	0.6%	0.7%	0%	0%	<b>0.7%</b>	0.8%
<b>Buses</b>	0	0	1	0	<b>1</b>	2	0	9	0	<b>11</b>	0	12	5	0	<b>17</b>	2	9	1	0	<b>12</b>	41
<b>% Buses</b>	0%	0%	2.6%	0%	<b>0.9%</b>	1.0%	0%	1.5%	0%	<b>1.4%</b>	0%	0.9%	2.6%	0%	<b>1.1%</b>	0.4%	0.7%	1.3%	0%	<b>0.6%</b>	0.9%

\*L: Left, R: Right, T: Thru, U: U-Turn

Farrell Road & Broken Arrow Drive - TMC

Tue Sep 16, 2025

Full Length (7 AM-9 AM, 11 AM-1 PM, 4 PM-6 PM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1333181, Location: 41.574408, -88.025517

**GHA GEWALT HAMILTON  
ASSOCIATES, INC.**

Provided by: Gewalt Hamilton Associates Inc.

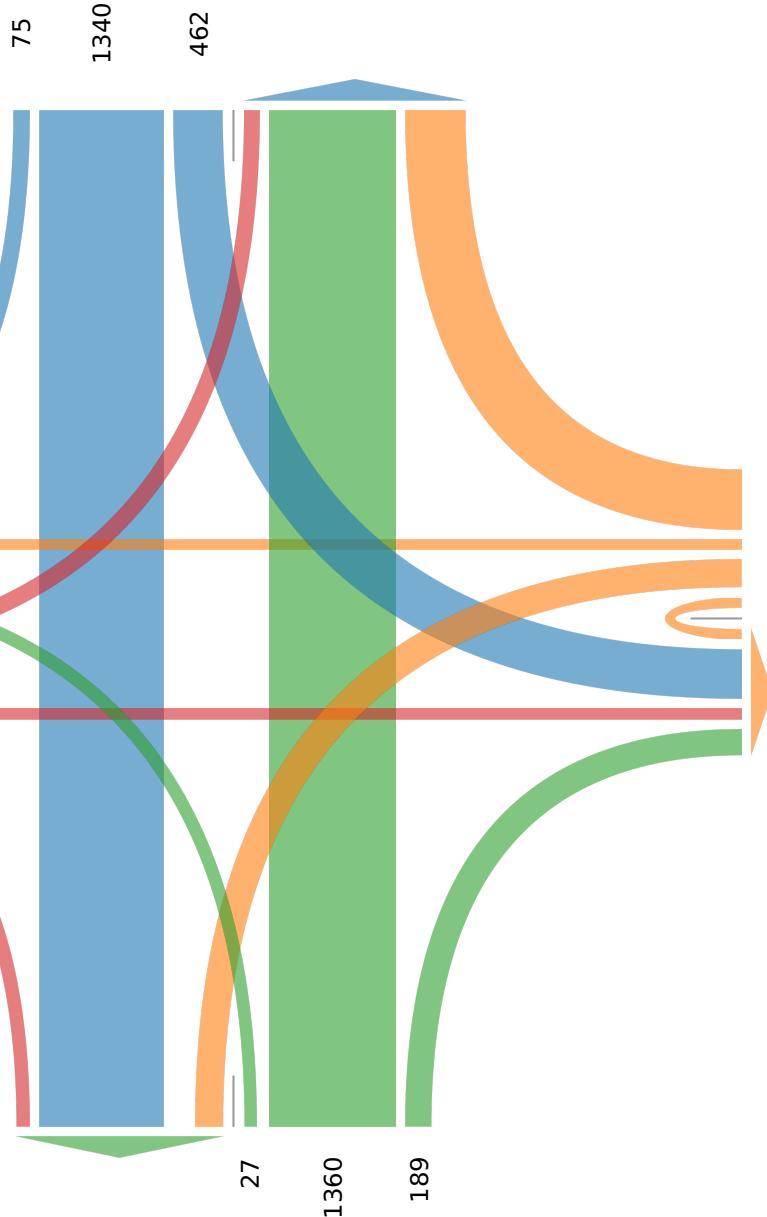
625 Forest Edge Drive, Vernon Hills, IL, 60061, US

[N] Farrell Rd

Total: 3893

In: 1877

Out: 2016



In: 1576

Total: 3165

[E] Broken Arrow Dr  
Out: 659 In: 804  
Total: 1463

Farrell Road & Broken Arrow Drive - TMC

Tue Sep 16, 2025

AM Peak (7 AM - 8 AM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1333181, Location: 41.574408, -88.025517



Provided by: Gewalt Hamilton Associates Inc.

625 Forest Edge Drive, Vernon Hills, IL, 60061, US

Leg Direction	Magnolia Dr Eastbound					Broken Arrow Dr Westbound					Farrell Rd Northbound					Farrell Rd Southbound					
Time	L	T	R	U	App	L	T	R	U	App	L	T	R	U	App	L	T	R	U	App	Int
2025-09-16 7:00AM	8	1	2	0	11	14	0	49	0	63	1	87	5	0	93	8	32	1	0	41	208
7:15AM	4	0	3	0	7	7	1	39	0	47	2	125	0	0	127	8	28	2	0	38	219
7:30AM	3	0	3	0	6	8	0	35	0	43	0	52	4	0	56	14	40	2	0	56	161
7:45AM	4	0	1	0	5	8	0	19	0	27	0	54	8	0	62	11	40	0	0	51	145
<b>Total</b>	19	1	9	0	<b>29</b>	37	1	142	0	<b>180</b>	3	318	17	0	<b>338</b>	41	140	5	0	<b>186</b>	<b>733</b>
<b>% Approach</b>	65.5%	3.4%	31.0%	0%	-	20.6%	0.6%	78.9%	0%	-	0.9%	94.1%	5.0%	0%	-	22.0%	75.3%	2.7%	0%	-	-
<b>% Total</b>	2.6%	0.1%	1.2%	0%	<b>4.0%</b>	5.0%	0.1%	19.4%	0%	<b>24.6%</b>	0.4%	43.4%	2.3%	0%	<b>46.1%</b>	5.6%	19.1%	0.7%	0%	<b>25.4%</b>	-
<b>PHF</b>	0.594	0.250	0.750	-	<b>0.659</b>	0.661	0.250	0.724	-	<b>0.714</b>	0.375	0.636	0.531	-	<b>0.665</b>	0.732	0.875	0.625	-	<b>0.830</b>	0.837
<b>Lights</b>	19	1	8	0	<b>28</b>	36	1	138	0	<b>175</b>	3	309	16	0	<b>328</b>	40	136	4	0	<b>180</b>	711
<b>% Lights</b>	100%	100%	88.9%	0%	<b>96.6%</b>	97.3%	100%	97.2%	0%	<b>97.2%</b>	100%	97.2%	94.1%	0%	<b>97.0%</b>	97.6%	97.1%	80.0%	0%	<b>96.8%</b>	97.0%
<b>Articulated Trucks and Single-Unit Trucks</b>	0	0	0	0	<b>0</b>	1	0	0	0	<b>1</b>	0	2	0	0	<b>2</b>	0	0	0	0	<b>0</b>	3
<b>% Articulated Trucks and Single-Unit Trucks</b>	0%	0%	0%	0%	<b>0%</b>	2.7%	0%	0%	0%	<b>0.6%</b>	0%	0.6%	0%	0%	<b>0.6%</b>	0%	0%	0%	0%	<b>0%</b>	0.4%
<b>Buses</b>	0	0	1	0	<b>1</b>	0	0	4	0	<b>4</b>	0	7	1	0	<b>8</b>	1	4	1	0	<b>6</b>	19
<b>% Buses</b>	0%	0%	11.1%	0%	<b>3.4%</b>	0%	0%	2.8%	0%	<b>2.2%</b>	0%	2.2%	5.9%	0%	<b>2.4%</b>	2.4%	2.9%	20.0%	0%	<b>3.2%</b>	2.6%

\* L: Left, R: Right, T: Thru, U: U-Turn

Tue Sep 16, 2025

AM Peak (7 AM - 8 AM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1333181, Location: 41.574408, -88.025517

Provided by: Gewalt Hamilton Associates Inc.

625 Forest Edge Drive, Vernon Hills, IL, 60061, US

[N] Farrell Rd

Total: 665

In: 186

Out: 479



Out: 186      In: 338

Total: 524

[S] Farrell Rd

Farrell Road & Broken Arrow Drive - TMC

Tue Sep 16, 2025

Midday Peak (11:15 AM - 12:15 PM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1333181, Location: 41.574408, -88.025517



Provided by: Gewalt Hamilton Associates Inc.

625 Forest Edge Drive, Vernon Hills, IL, 60061, US

Leg Direction	Magnolia Dr Eastbound					Broken Arrow Dr Westbound					Farrell Rd Northbound					Farrell Rd Southbound					
Time	L	T	R	U	App	L	T	R	U	App	L	T	R	U	App	L	T	R	U	App	Int
2025-09-16 11:15AM	1	0	2	2	5	10	0	23	0	33	0	48	5	0	53	17	43	4	0	64	155
11:30AM	0	1	1	0	2	7	1	17	0	25	0	38	6	0	44	14	34	6	0	54	125
11:45AM	1	0	0	0	1	5	0	20	0	25	1	51	7	0	59	15	41	3	0	59	144
12:00PM	5	0	0	0	5	3	1	19	0	23	0	44	7	0	51	15	52	1	0	68	147
<b>Total</b>	7	1	3	2	<b>13</b>	25	2	79	0	<b>106</b>	1	181	25	0	<b>207</b>	61	170	14	0	<b>245</b>	<b>571</b>
<b>% Approach</b>	53.8%	7.7%	23.1%	15.4%	-	23.6%	1.9%	74.5%	0%	-	0.5%	87.4%	12.1%	0%	-	24.9%	69.4%	5.7%	0%	-	-
<b>% Total</b>	1.2%	0.2%	0.5%	0.4%	<b>2.3%</b>	4.4%	0.4%	13.8%	0%	<b>18.6%</b>	0.2%	31.7%	4.4%	0%	<b>36.3%</b>	10.7%	29.8%	2.5%	0%	<b>42.9%</b>	-
<b>PHF</b>	0.350	0.250	0.375	0.250	<b>0.650</b>	0.625	0.500	0.859	-	<b>0.803</b>	0.250	0.887	0.893	-	<b>0.877</b>	0.897	0.817	0.583	-	<b>0.901</b>	0.921
<b>Lights</b>	6	1	3	2	<b>12</b>	25	1	78	0	<b>104</b>	1	178	25	0	<b>204</b>	59	169	14	0	<b>242</b>	562
<b>% Lights</b>	85.7%	100%	100%	100%	<b>92.3%</b>	100%	50.0%	98.7%	0%	<b>98.1%</b>	100%	98.3%	100%	0%	<b>98.6%</b>	96.7%	99.4%	100%	0%	<b>98.8%</b>	98.4%
<b>Articulated Trucks and Single-Unit Trucks</b>	1	0	0	0	<b>1</b>	0	1	1	0	<b>2</b>	0	3	0	0	<b>3</b>	2	1	0	0	<b>3</b>	9
<b>% Articulated Trucks and Single-Unit Trucks</b>	14.3%	0%	0%	0%	<b>7.7%</b>	0%	50.0%	1.3%	0%	<b>1.9%</b>	0%	1.7%	0%	0%	<b>1.4%</b>	3.3%	0.6%	0%	0%	<b>1.2%</b>	1.6%
<b>Buses</b>	0	0	0	0	<b>0</b>	0	0	0	0	<b>0</b>	0	0	0	0	<b>0</b>	0	0	0	0	<b>0</b>	0
<b>% Buses</b>	0%	0%	0%	0%	<b>0%</b>	0%	0%	0%	0%	<b>0%</b>	0%	0%	0%	0%	<b>0%</b>	0%	0%	0%	0%	<b>0%</b>	0%

\* L: Left, R: Right, T: Thru, U: U-Turn

Farrell Road & Broken Arrow Drive - TMC

Tue Sep 16, 2025

Midday Peak (11:15 AM - 12:15 PM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1333181, Location: 41.574408, -88.025517

**GHA GEWALT HAMILTON  
ASSOCIATES, INC.**

Provided by: Gewalt Hamilton Associates Inc.

625 Forest Edge Drive, Vernon Hills, IL, 60061, US

[N] Farrell Rd

Total: 512

In: 245

Out: 267

14      170      61

[W] Magnolia Dr  
Total: 32  
In: 13   Out: 19

2      7

79  
2  
25

Out: 87   In: 106  
Total: 193

[E] Broken Arrow Dr

Out: 198      In: 207  
Total: 405  
[S] Farrell Rd

Farrell Road & Broken Arrow Drive - TMC

Tue Sep 16, 2025

PM Peak (4:45 PM - 5:45 PM) - Overall Peak Hour

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1333181, Location: 41.574408, -88.025517



Provided by: Gewalt Hamilton Associates Inc.

625 Forest Edge Drive, Vernon Hills, IL, 60061, US

Leg Direction	Magnolia Dr Eastbound					Broken Arrow Dr Westbound					Farrell Rd Northbound					Farrell Rd Southbound					
Time	L	T	R	U	App	L	T	R	U	App	L	T	R	U	App	L	T	R	U	App	Int
2025-09-16 4:45PM	2	1	1	0	4	12	0	15	0	27	5	82	16	0	103	29	85	4	0	118	252
5:00PM	2	0	2	0	4	13	1	29	0	43	0	62	15	0	77	35	81	7	0	123	247
5:15PM	8	1	1	0	10	14	0	36	0	50	1	59	17	0	77	33	91	4	0	128	265
5:30PM	1	0	4	0	5	10	0	27	0	37	2	66	9	0	77	35	94	7	0	136	255
<b>Total</b>	13	2	8	0	23	49	1	107	0	157	8	269	57	0	334	132	351	22	0	505	1019
<b>% Approach</b>	56.5%	8.7%	34.8%	0%	-	31.2%	0.6%	68.2%	0%	-	2.4%	80.5%	17.1%	0%	-	26.1%	69.5%	4.4%	0%	-	-
<b>% Total</b>	1.3%	0.2%	0.8%	0%	<b>2.3%</b>	4.8%	0.1%	10.5%	0%	<b>15.4%</b>	0.8%	26.4%	5.6%	0%	<b>32.8%</b>	13.0%	34.4%	2.2%	0%	<b>49.6%</b>	-
<b>PHF</b>	0.406	0.500	0.500	-	<b>0.575</b>	0.875	0.250	0.743	-	<b>0.785</b>	0.400	0.820	0.838	-	<b>0.811</b>	0.943	0.934	0.786	-	<b>0.928</b>	0.961
<b>Lights</b>	13	2	8	0	23	48	1	107	0	156	8	268	57	0	333	132	351	22	0	505	1017
<b>% Lights</b>	100%	100%	100%	0%	<b>100%</b>	98.0%	100%	100%	0%	<b>99.4%</b>	100%	99.6%	100%	0%	<b>99.7%</b>	100%	100%	100%	0%	<b>100%</b>	99.8%
<b>Articulated Trucks and Single-Unit Trucks</b>	0	0	0	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1
<b>% Articulated Trucks and Single-Unit Trucks</b>	0%	0%	0%	0%	0%	2.0%	0%	0%	0%	0.6%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0.1%
<b>Buses</b>	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	1
<b>% Buses</b>	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0.4%	0%	0%	0.3%	0%	0%	0%	0%	0%	0.1%

\* L: Left, R: Right, T: Thru, U: U-Turn

Farrell Road & Broken Arrow Drive - TMC

Tue Sep 16, 2025

PM Peak (4:45 PM - 5:45 PM) - Overall Peak Hour

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1333181, Location: 41.574408, -88.025517

**GHA GEWALT HAMILTON  
ASSOCIATES, INC.**

Provided by: Gewalt Hamilton Associates Inc.

625 Forest Edge Drive, Vernon Hills, IL, 60061, US

[N] Farrell Rd

Total: 894

In: 505

Out: 389

22 351 132

[W] Magnolia Dr  
Total: 54  
In: 23 Out: 31

13

82

107 1 49  
Out: 191 In: 157  
Total: 348  
[E] Broken Arrow Dr

Out: 408 In: 334  
Total: 742  
[S] Farrell Rd

**APPENDIX B  
EXISTING TRAFFIC COUNT DATA  
FOR LEBANON, OH**

Franklin Road & Cambridge Ct - TMC

Thu Sep 18, 2025

Full Length (7 AM-9 AM, 11 AM-1 PM, 4 PM-6 PM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1333158, Location: 39.443076, -84.222142



Provided by: Gewalt Hamilton Associates Inc.

625 Forest Edge Drive, Vernon Hills, IL, 60061, US

Leg Direction	Cambridge Ct Eastbound					Cambridge Ct Westbound					Franklin Rd Northbound					Franklin Rd Southbound					
Time	L	T	R	U	App	L	T	R	U	App	L	T	R	U	App	L	T	R	U	App	Int
2025-09-18 7:00AM	2	0	0	0	2	2	0	2	0	4	0	66	0	0	66	2	69	0	0	71	143
7:15AM	1	0	0	0	1	0	0	7	0	7	0	84	0	0	84	0	59	1	0	60	152
7:30AM	1	0	1	0	2	1	0	6	0	7	0	87	0	0	87	0	61	1	0	62	158
7:45AM	2	0	1	0	3	5	0	3	0	8	0	59	1	0	60	2	94	0	0	96	167
Hourly Total	6	0	2	0	8	8	0	18	0	26	0	296	1	0	297	4	283	2	0	289	620
8:00AM	0	0	0	0	0	5	0	2	0	7	0	61	1	0	62	0	82	0	0	82	151
8:15AM	1	0	0	0	1	0	0	4	0	4	0	87	0	0	87	1	85	0	0	86	178
8:30AM	0	0	0	0	0	3	0	1	0	4	0	74	2	0	76	2	75	0	0	77	157
8:45AM	2	0	0	0	2	5	0	3	0	8	0	81	2	0	83	0	70	0	0	70	163
Hourly Total	3	0	0	0	3	13	0	10	0	23	0	303	5	0	308	3	312	0	0	315	649
11:00AM	0	0	1	0	1	1	0	0	0	1	1	45	2	0	48	2	43	1	0	46	96
11:15AM	0	0	0	0	0	3	0	4	0	7	1	36	0	0	37	2	56	0	0	58	102
11:30AM	0	0	1	0	1	3	0	3	0	6	0	51	3	0	54	3	51	1	0	55	116
11:45AM	1	0	1	0	2	6	0	4	0	10	1	50	1	0	52	1	67	0	0	68	132
Hourly Total	1	0	3	0	4	13	0	11	0	24	3	182	6	0	191	8	217	2	0	227	446
12:00PM	1	0	2	0	3	2	0	5	0	7	4	56	2	0	62	2	48	1	0	51	123
12:15PM	1	0	0	0	1	1	0	3	0	4	1	59	3	0	63	2	39	1	0	42	110
12:30PM	1	0	3	0	4	1	0	4	0	5	1	49	3	0	53	2	54	0	0	56	118
12:45PM	1	0	1	0	2	1	0	0	0	1	0	74	2	0	76	4	46	0	0	50	129
Hourly Total	4	0	6	0	10	5	0	12	0	17	6	238	10	0	254	10	187	2	0	199	480
4:00PM	2	0	1	0	3	5	0	0	0	5	0	100	1	0	101	2	118	2	0	122	231
4:15PM	0	0	0	0	0	4	0	1	0	5	1	93	4	0	98	3	104	2	0	109	212
4:30PM	1	0	1	0	2	1	0	4	0	5	0	120	7	0	127	4	114	3	0	121	255
4:45PM	0	0	0	0	0	0	0	3	0	3	0	73	2	0	75	2	97	0	0	99	177
Hourly Total	3	0	2	0	5	10	0	8	0	18	1	386	14	0	401	11	433	7	0	451	875
5:00PM	0	0	0	0	0	2	1	1	0	4	1	105	4	0	110	2	83	1	0	86	200
5:15PM	1	0	1	0	2	3	0	4	0	7	3	86	2	0	91	4	80	0	0	84	184
5:30PM	0	0	0	0	0	1	0	1	0	2	0	75	6	0	81	7	90	1	0	98	181
5:45PM	1	0	2	0	3	4	0	6	0	10	0	61	4	0	65	3	73	1	0	77	155
Hourly Total	2	0	3	0	5	10	1	12	0	23	4	327	16	0	347	16	326	3	0	345	720
<b>Total</b>	<b>19</b>	<b>0</b>	<b>16</b>	<b>0</b>	<b>35</b>	<b>59</b>	<b>1</b>	<b>71</b>	<b>0</b>	<b>131</b>	<b>14</b>	<b>1732</b>	<b>52</b>	<b>0</b>	<b>1798</b>	<b>52</b>	<b>1758</b>	<b>16</b>	<b>0</b>	<b>1826</b>	<b>3790</b>
<b>% Approach</b>	54.3%	0%	45.7%	0%	-	45.0%	0.8%	54.2%	0%	-	0.8%	96.3%	2.9%	0%	-	2.8%	96.3%	0.9%	0%	-	-
<b>% Total</b>	0.5%	0%	0.4%	0%	<b>0.9%</b>	1.6%	0%	1.9%	0%	<b>3.5%</b>	0.4%	45.7%	1.4%	0%	<b>47.4%</b>	1.4%	46.4%	0.4%	0%	<b>48.2%</b>	-
<b>Lights</b>	<b>19</b>	<b>0</b>	<b>15</b>	<b>0</b>	<b>34</b>	<b>59</b>	<b>1</b>	<b>68</b>	<b>0</b>	<b>128</b>	<b>14</b>	<b>1659</b>	<b>50</b>	<b>0</b>	<b>1723</b>	<b>51</b>	<b>1678</b>	<b>15</b>	<b>0</b>	<b>1744</b>	<b>3629</b>
<b>% Lights</b>	100%	0%	93.8%	0%	<b>97.1%</b>	100%	100%	95.8%	0%	<b>97.7%</b>	100%	95.8%	96.2%	0%	<b>95.8%</b>	98.1%	95.4%	93.8%	0%	<b>95.5%</b>	95.8%
<b>Articulated Trucks and Single-Unit Trucks</b>	0	0	1	0	<b>1</b>	0	0	3	0	<b>3</b>	0	26	2	0	<b>28</b>	1	29	1	0	<b>31</b>	63
<b>% Articulated Trucks and Single-Unit Trucks</b>	0%	0%	6.3%	0%	<b>2.9%</b>	0%	0%	4.2%	0%	<b>2.3%</b>	0%	1.5%	3.8%	0%	<b>1.6%</b>	1.9%	1.6%	6.3%	0%	<b>1.7%</b>	1.7%
<b>Buses</b>	0	0	0	0	<b>0</b>	0	0	0	0	<b>0</b>	0	47	0	0	<b>47</b>	0	51	0	0	<b>51</b>	98
<b>% Buses</b>	0%	0%	0%	0%	<b>0%</b>	0%	0%	0%	0%	<b>0%</b>	0%	2.7%	0%	0%	<b>2.6%</b>	0%	2.9%	0%	0%	<b>2.8%</b>	2.6%

\*L: Left, R: Right, T: Thru, U: U-Turn

Franklin Road & Cambridge Ct - TMC

Thu Sep 18, 2025

Full Length (7 AM-9 AM, 11 AM-1 PM, 4 PM-6 PM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1333158, Location: 39.443076, -84.222142

**GHA GEWALT HAMILTON  
ASSOCIATES, INC.**

Provided by: Gewalt Hamilton Associates Inc.

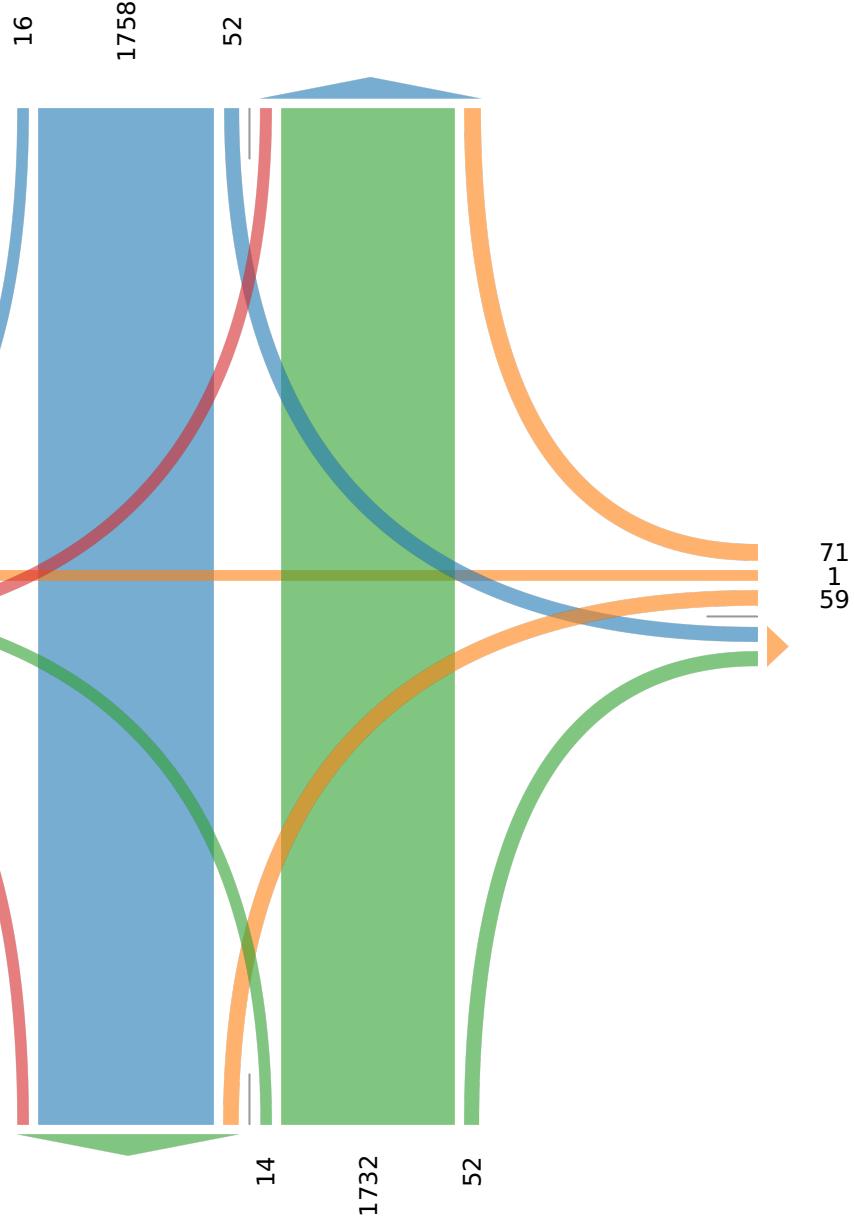
625 Forest Edge Drive, Vernon Hills, IL, 60061, US

[N] Franklin Rd

Total: 3648

In: 1826

Out: 1822



[S] Franklin Rd

Total: 3631

Out: 1833

In: 1798

Franklin Road & Cambridge Ct - TMC

Thu Sep 18, 2025

AM Peak (7:30 AM - 8:30 AM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1333158, Location: 39.443076, -84.222142



Provided by: Gewalt Hamilton Associates Inc.

625 Forest Edge Drive, Vernon Hills, IL, 60061, US

Leg Direction	Cambridge Ct Eastbound					Cambridge Ct Westbound					Franklin Rd Northbound					Franklin Rd Southbound					
Time	L	T	R	U	App	L	T	R	U	App	L	T	R	U	App	L	T	R	U	App	Int
2025-09-18 7:30AM	1	0	1	0	2	1	0	6	0	7	0	87	0	0	87	0	61	1	0	62	158
7:45AM	2	0	1	0	3	5	0	3	0	8	0	59	1	0	60	2	94	0	0	96	167
8:00AM	0	0	0	0	0	5	0	2	0	7	0	61	1	0	62	0	82	0	0	82	151
8:15AM	1	0	0	0	1	0	0	4	0	4	0	87	0	0	87	1	85	0	0	86	178
<b>Total</b>	4	0	2	0	6	11	0	15	0	26	0	294	2	0	296	3	322	1	0	326	654
<b>% Approach</b>	66.7%	0%	33.3%	0%	-	42.3%	0%	57.7%	0%	-	0%	99.3%	0.7%	0%	-	0.9%	98.8%	0.3%	0%	-	-
<b>% Total</b>	0.6%	0%	0.3%	0%	<b>0.9%</b>	1.7%	0%	2.3%	0%	<b>4.0%</b>	0%	45.0%	0.3%	0%	<b>45.3%</b>	0.5%	49.2%	0.2%	0%	<b>49.8%</b>	-
<b>PHF</b>	0.500	-	0.500	-	<b>0.500</b>	0.550	-	0.625	-	<b>0.813</b>	-	0.845	0.500	-	<b>0.851</b>	0.375	0.856	0.250	-	<b>0.849</b>	0.919
<b>Lights</b>	4	0	2	0	6	11	0	15	0	26	0	278	2	0	280	3	311	1	0	315	627
<b>% Lights</b>	100%	0%	100%	0%	<b>100%</b>	100%	0%	100%	0%	<b>100%</b>	0%	94.6%	100%	0%	<b>94.6%</b>	100%	96.6%	100%	0%	<b>96.6%</b>	95.9%
<b>Articulated Trucks and Single-Unit Trucks</b>	0	0	0	0	0	0	0	0	0	0	0	3	0	0	3	0	4	0	0	4	7
<b>% Articulated Trucks and Single-Unit Trucks</b>	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.0%	0%	0%	1.0%	0%	1.2%	0%	0%	1.2%	1.1%
<b>Buses</b>	0	0	0	0	0	0	0	0	0	0	0	13	0	0	13	0	7	0	0	7	20
<b>% Buses</b>	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	4.4%	0%	0%	4.4%	0%	2.2%	0%	0%	2.1%	3.1%

\*L: Left, R: Right, T: Thru, U: U-Turn

Thu Sep 18, 2025

AM Peak (7:30 AM - 8:30 AM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

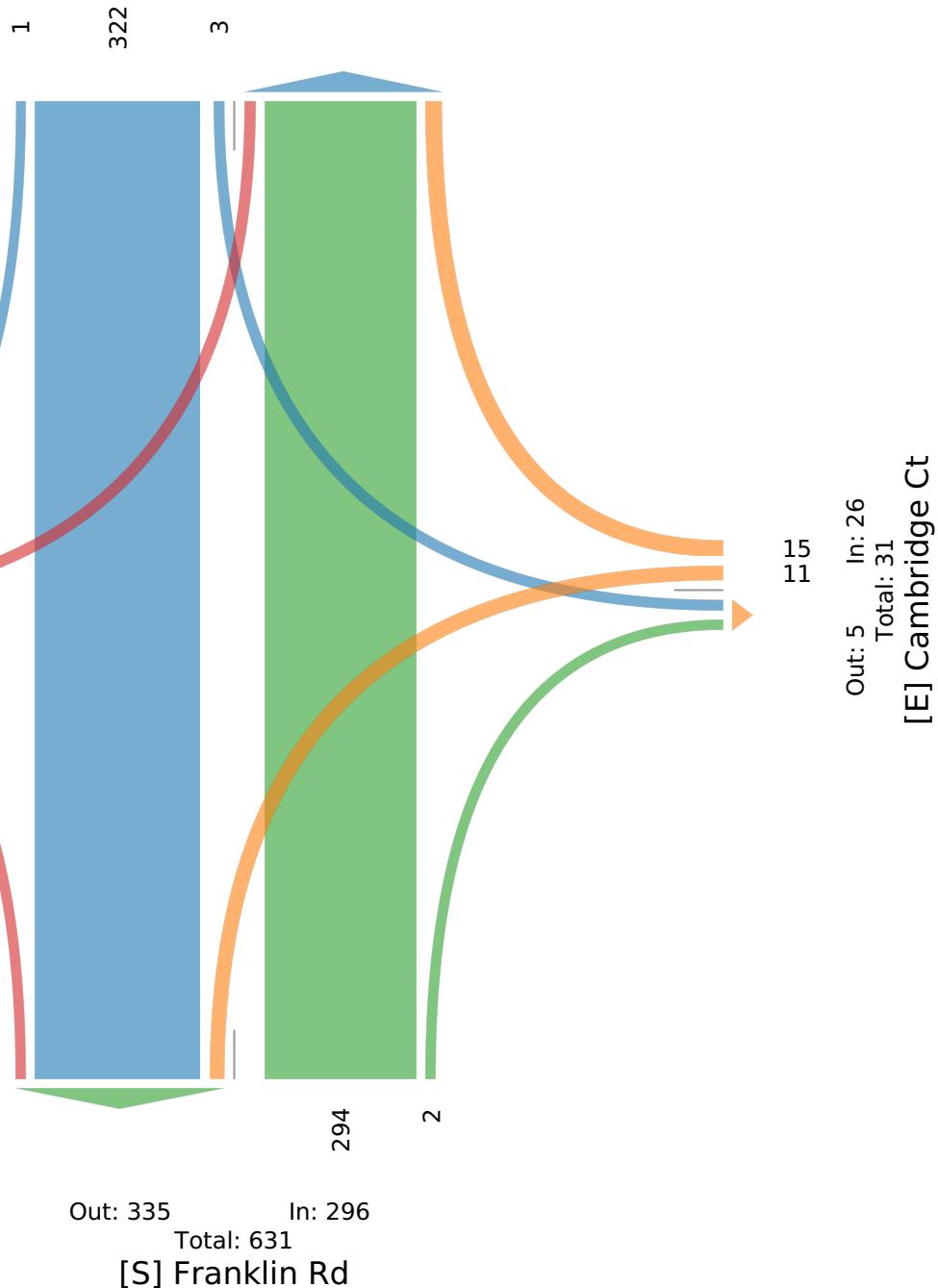
ID: 1333158, Location: 39.443076, -84.222142

## [N] Franklin Rd

Total: 639

In: 326

Out: 313



## Franklin Road &amp; Cambridge Ct - TMC

Thu Sep 18, 2025

Midday Peak (11:45 AM - 12:45 PM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1333158, Location: 39.443076, -84.222142



Provided by: Gewalt Hamilton Associates Inc.

625 Forest Edge Drive, Vernon Hills, IL, 60061, US

Leg Direction	Cambridge Ct Eastbound					Cambridge Ct Westbound					Franklin Rd Northbound					Franklin Rd Southbound					
Time	L	T	R	U	App	L	T	R	U	App	L	T	R	U	App	L	T	R	U	App	Int
2025-09-18 11:45AM	1	0	1	0	2	6	0	4	0	10	1	50	1	0	52	1	67	0	0	68	132
12:00PM	1	0	2	0	3	2	0	5	0	7	4	56	2	0	62	2	48	1	0	51	123
12:15PM	1	0	0	0	1	1	0	3	0	4	1	59	3	0	63	2	39	1	0	42	110
12:30PM	1	0	3	0	4	1	0	4	0	5	1	49	3	0	53	2	54	0	0	56	118
<b>Total</b>	4	0	6	0	10	10	0	16	0	26	7	214	9	0	230	7	208	2	0	217	483
<b>% Approach</b>	40.0%	0%	60.0%	0%	-	38.5%	0%	61.5%	0%	-	3.0%	93.0%	3.9%	0%	-	3.2%	95.9%	0.9%	0%	-	-
<b>% Total</b>	0.8%	0%	1.2%	0%	<b>2.1%</b>	2.1%	0%	3.3%	0%	<b>5.4%</b>	1.4%	44.3%	1.9%	0%	<b>47.6%</b>	1.4%	43.1%	0.4%	0%	<b>44.9%</b>	-
<b>PHF</b>	1.000	-	0.500	-	<b>-0.625</b>	0.417	-	0.800	-	<b>-0.650</b>	0.438	0.907	0.750	-	<b>-0.913</b>	0.875	0.776	0.500	-	<b>0.798</b>	0.915
<b>Lights</b>	4	0	6	0	10	10	0	15	0	25	7	199	8	0	214	7	195	2	0	204	453
<b>% Lights</b>	100%	0%	100%	0%	<b>100%</b>	100%	0%	93.8%	0%	<b>96.2%</b>	100%	93.0%	88.9%	0%	<b>93.0%</b>	100%	93.8%	100%	0%	<b>94.0%</b>	93.8%
<b>Articulated Trucks and Single-Unit Trucks</b>	0	0	0	0	0	0	0	1	0	1	0	5	1	0	6	0	6	0	0	6	13
<b>% Articulated Trucks and Single-Unit Trucks</b>	0%	0%	0%	0%	<b>0%</b>	0%	0%	6.3%	0%	<b>3.8%</b>	0%	2.3%	11.1%	0%	<b>2.6%</b>	0%	2.9%	0%	0%	<b>2.8%</b>	2.7%
<b>Buses</b>	0	0	0	0	0	0	0	0	0	0	0	10	0	0	10	0	7	0	0	7	17
<b>% Buses</b>	0%	0%	0%	0%	<b>0%</b>	0%	0%	0%	0%	<b>0%</b>	0%	4.7%	0%	0%	<b>4.3%</b>	0%	3.4%	0%	0%	<b>3.2%</b>	3.5%

\*L: Left, R: Right, T: Thru, U: U-Turn

Franklin Road & Cambridge Ct - TMC

Thu Sep 18, 2025

Midday Peak (11:45 AM - 12:45 PM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1333158, Location: 39.443076, -84.222142

**GHA GEWALT HAMILTON  
ASSOCIATES, INC.**

Provided by: Gewalt Hamilton Associates Inc.

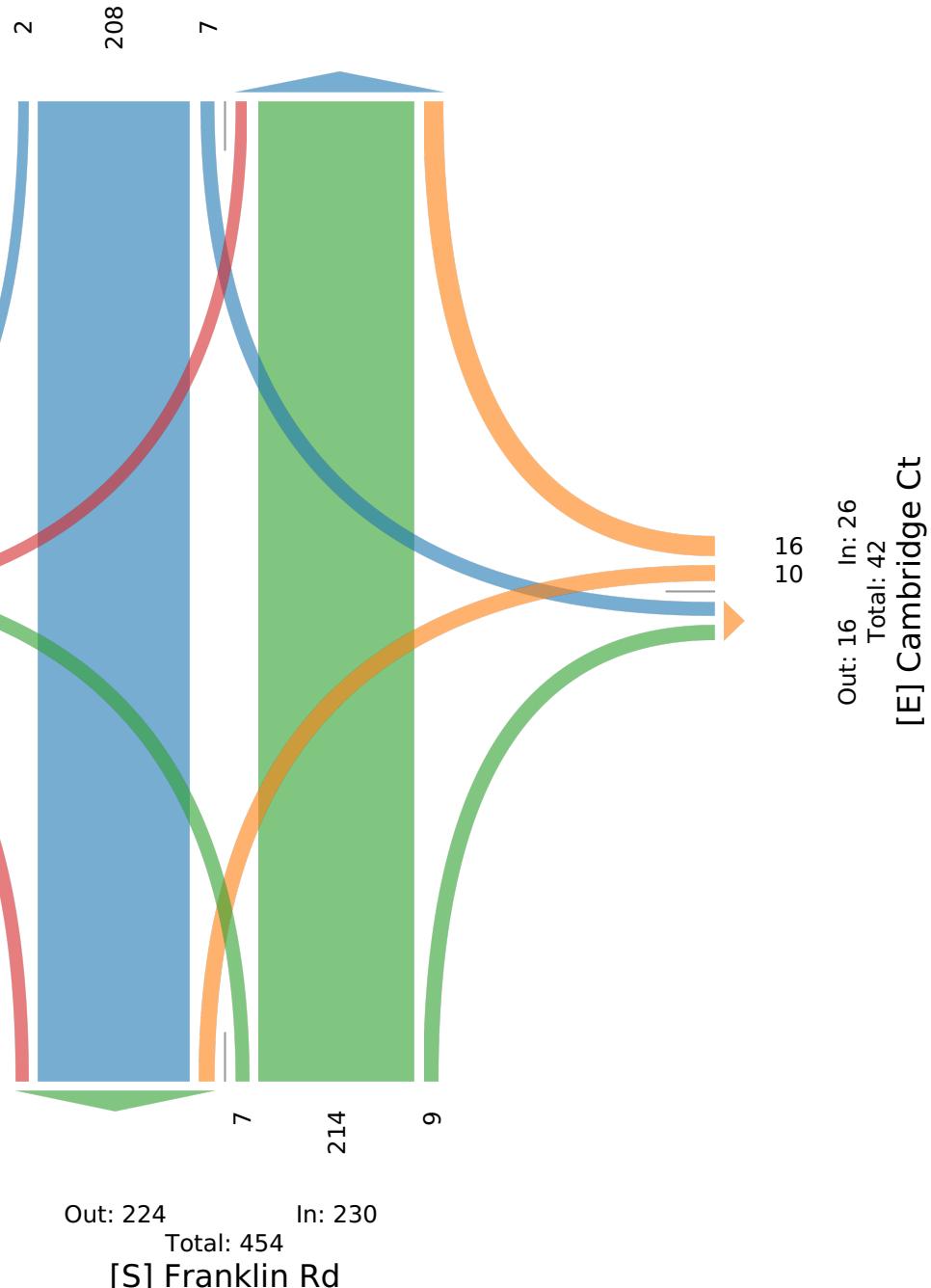
625 Forest Edge Drive, Vernon Hills, IL, 60061, US

[N] Franklin Rd

Total: 451

In: 217

Out: 234



Franklin Road & Cambridge Ct - TMC

Thu Sep 18, 2025

PM Peak (4 PM - 5 PM) - Overall Peak Hour

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1333158, Location: 39.443076, -84.222142



Provided by: Gewalt Hamilton Associates Inc.

625 Forest Edge Drive, Vernon Hills, IL, 60061, US

Leg Direction	Cambridge Ct Eastbound					Cambridge Ct Westbound					Franklin Rd Northbound					Franklin Rd Southbound					
Time	L	T	R	U	App	L	T	R	U	App	L	T	R	U	App	L	T	R	U	App	Int
2025-09-18 4:00PM	2	0	1	0	3	5	0	0	0	5	0	100	1	0	101	2	118	2	0	122	231
4:15PM	0	0	0	0	0	4	0	1	0	5	1	93	4	0	98	3	104	2	0	109	212
4:30PM	1	0	1	0	2	1	0	4	0	5	0	120	7	0	127	4	114	3	0	121	255
4:45PM	0	0	0	0	0	0	0	3	0	3	0	73	2	0	75	2	97	0	0	99	177
<b>Total</b>	3	0	2	0	5	10	0	8	0	18	1	386	14	0	401	11	433	7	0	451	875
<b>% Approach</b>	60.0%	0%	40.0%	0%	-	55.6%	0%	44.4%	0%	-	0.2%	96.3%	3.5%	0%	-	2.4%	96.0%	1.6%	0%	-	-
<b>% Total</b>	0.3%	0%	0.2%	0%	<b>0.6%</b>	1.1%	0%	0.9%	0%	<b>2.1%</b>	0.1%	44.1%	1.6%	0%	<b>45.8%</b>	1.3%	49.5%	0.8%	0%	<b>51.5%</b>	-
<b>PHF</b>	0.375	-	0.500	-	<b>-0.417</b>	0.500	-	0.500	-	<b>0.900</b>	0.250	0.804	0.500	-	<b>0.789</b>	0.688	0.917	0.583	-	<b>0.924</b>	0.858
<b>Lights</b>	3	0	2	0	5	10	0	7	0	17	1	376	13	0	390	11	403	7	0	421	833
<b>% Lights</b>	100%	0%	100%	0%	<b>100%</b>	100%	0%	87.5%	0%	<b>94.4%</b>	100%	97.4%	92.9%	0%	<b>97.3%</b>	100%	93.1%	100%	0%	<b>93.3%</b>	95.2%
<b>Articulated Trucks and Single-Unit Trucks</b>	0	0	0	0	0	0	0	1	0	1	0	4	1	0	5	0	7	0	0	7	13
<b>% Articulated Trucks and Single-Unit Trucks</b>	0%	0%	0%	0%	<b>0%</b>	0%	0%	12.5%	0%	<b>5.6%</b>	0%	1.0%	7.1%	0%	<b>1.2%</b>	0%	1.6%	0%	0%	<b>1.6%</b>	1.5%
<b>Buses</b>	0	0	0	0	0	0	0	0	0	0	0	6	0	0	6	0	23	0	0	23	29
<b>% Buses</b>	0%	0%	0%	0%	<b>0%</b>	0%	0%	0%	0%	<b>0%</b>	0%	1.6%	0%	0%	<b>1.5%</b>	0%	5.3%	0%	0%	<b>5.1%</b>	3.3%

\*L: Left, R: Right, T: Thru, U: U-Turn

Franklin Road & Cambridge Ct - TMC

Thu Sep 18, 2025

PM Peak (4 PM - 5 PM) - Overall Peak Hour

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1333158, Location: 39.443076, -84.222142

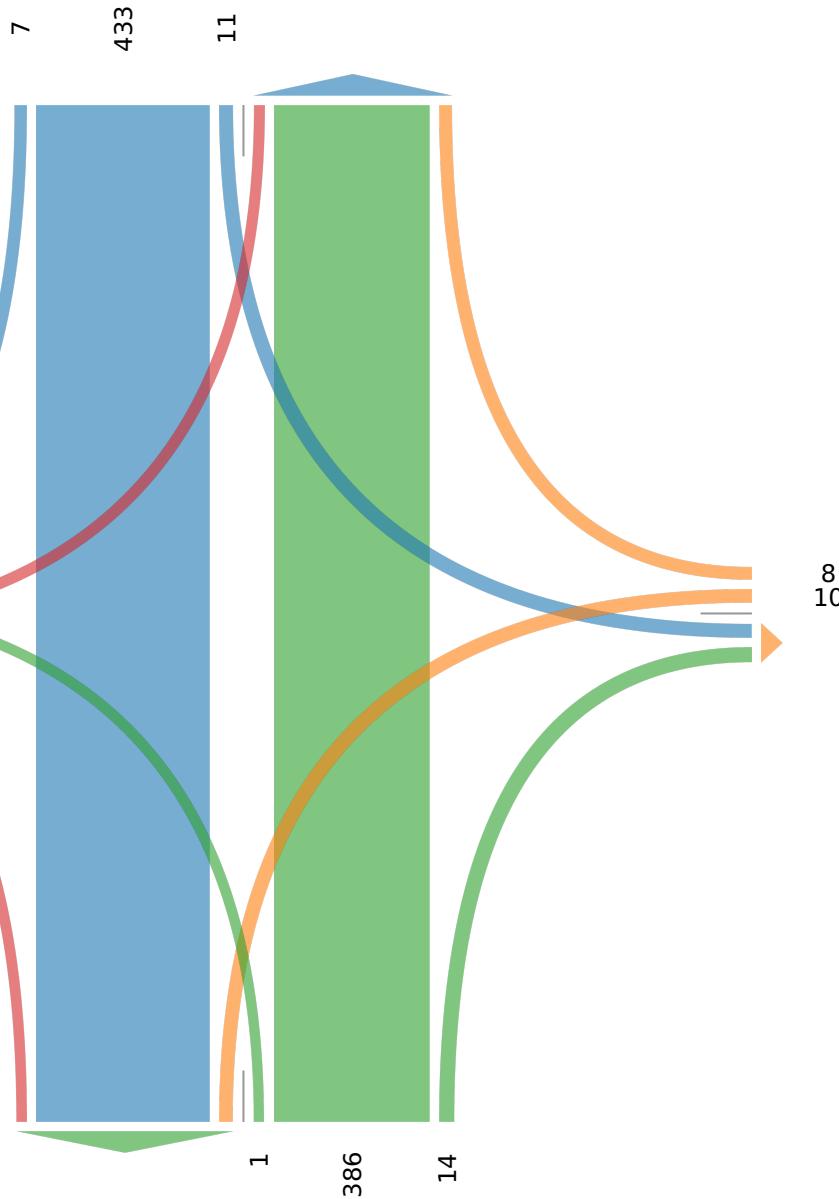
**GHA GEWALT HAMILTON  
ASSOCIATES, INC.**  
Provided by: Gewalt Hamilton Associates Inc.  
625 Forest Edge Drive, Vernon Hills, IL, 60061, US

[N] Franklin Rd

Total: 848

In: 451

Out: 397



Out: 445 In: 401  
Total: 846  
[S] Franklin Rd

**APPENDIX C  
EXISTING TRAFFIC COUNT DATA  
FOR CANTON, MI**

Haggerty Road & Brownstone Boulevard - TMC

Tue Sep 16, 2025

Full Length (7 AM-9 AM, 11 AM-1 PM, 4 PM-6 PM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1332870, Location: 42.289302, -83.447467



Provided by: Gewalt Hamilton Associates Inc.

625 Forest Edge Drive, Vernon Hills, IL, 60061, US

Leg Direction	Brownstone Blvd Eastbound				Haggerty Rd Northbound				Haggerty Rd Southbound				
Time	L	R	U	App	L	T	U	App	T	R	U	App	Int
2025-09-16 7:00AM	0	5	0	5	1	52	0	53	99	0	0	99	157
7:15AM	2	2	0	4	0	66	0	66	121	0	0	121	191
7:30AM	2	5	0	7	1	108	0	109	122	1	0	123	239
7:45AM	3	5	0	8	1	123	0	124	120	0	0	120	252
Hourly Total	7	17	0	24	3	349	0	352	462	1	0	463	839
8:00AM	0	2	0	2	0	107	0	107	96	0	0	96	205
8:15AM	0	2	0	2	0	80	0	80	101	0	0	101	183
8:30AM	2	1	0	3	1	80	0	81	87	2	0	89	173
8:45AM	1	2	0	3	0	86	0	86	92	2	0	94	183
Hourly Total	3	7	0	10	1	353	0	354	376	4	0	380	744
11:00AM	3	2	0	5	2	61	0	63	67	0	0	67	135
11:15AM	1	1	0	2	0	52	0	52	61	1	0	62	116
11:30AM	0	0	0	0	1	57	0	58	70	0	0	70	128
11:45AM	1	2	0	3	2	62	0	64	73	1	0	74	141
Hourly Total	5	5	0	10	5	232	0	237	271	2	0	273	520
12:00PM	3	2	0	5	2	59	0	61	67	3	0	70	136
12:15PM	4	1	0	5	0	92	0	92	57	2	0	59	156
12:30PM	1	1	0	2	0	77	0	77	59	4	0	63	142
12:45PM	5	3	1	9	2	60	0	62	69	1	0	70	141
Hourly Total	13	7	1	21	4	288	0	292	252	10	0	262	575
4:00PM	0	3	0	3	1	114	0	115	124	3	0	127	245
4:15PM	0	1	0	1	5	137	0	142	89	1	0	90	233
4:30PM	1	0	0	1	3	140	0	143	130	4	0	134	278
4:45PM	4	1	0	5	5	125	0	130	114	2	0	116	251
Hourly Total	5	5	0	10	14	516	0	530	457	10	0	467	1007
5:00PM	0	1	0	1	6	133	0	139	108	0	0	108	248
5:15PM	0	2	0	2	4	119	0	123	114	6	0	120	245
5:30PM	1	3	0	4	1	100	0	101	96	4	0	100	205
5:45PM	3	1	0	4	3	115	0	118	80	2	0	82	204
Hourly Total	4	7	0	11	14	467	0	481	398	12	0	410	902
<b>Total</b>	37	48	1	86	41	2205	0	2246	2216	39	0	2255	4587
<b>% Approach</b>	43.0%	55.8%	1.2%	-	1.8%	98.2%	0%	-	98.3%	1.7%	0%	-	-
<b>% Total</b>	0.8%	1.0%	0%	1.9%	0.9%	48.1%	0%	49.0%	48.3%	0.9%	0%	49.2%	-
<b>Lights</b>	36	47	1	84	41	2132	0	2173	2176	38	0	2214	4471
<b>% Lights</b>	97.3%	97.9%	100%	97.7%	100%	96.7%	0%	96.7%	98.2%	97.4%	0%	98.2%	97.5%
<b>Articulated Trucks and Single-Unit Trucks</b>	1	1	0	2	0	68	0	68	34	1	0	35	105
<b>% Articulated Trucks and Single-Unit Trucks</b>	2.7%	2.1%	0%	2.3%	0%	3.1%	0%	3.0%	1.5%	2.6%	0%	1.6%	2.3%
<b>Buses</b>	0	0	0	0	0	5	0	5	6	0	0	6	11
<b>% Buses</b>	0%	0%	0%	0%	0%	0.2%	0%	0.2%	0.3%	0%	0%	0.3%	0.2%

\* L: Left, R: Right, T: Thru, U: U-Turn

Haggerty Road & Brownstone Boulevard - TMC

Tue Sep 16, 2025

Full Length (7 AM-9 AM, 11 AM-1 PM, 4 PM-6 PM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1332870, Location: 42.289302, -83.447467

**GHA GEWALT HAMILTON  
ASSOCIATES, INC.**

Provided by: Gewalt Hamilton Associates Inc.

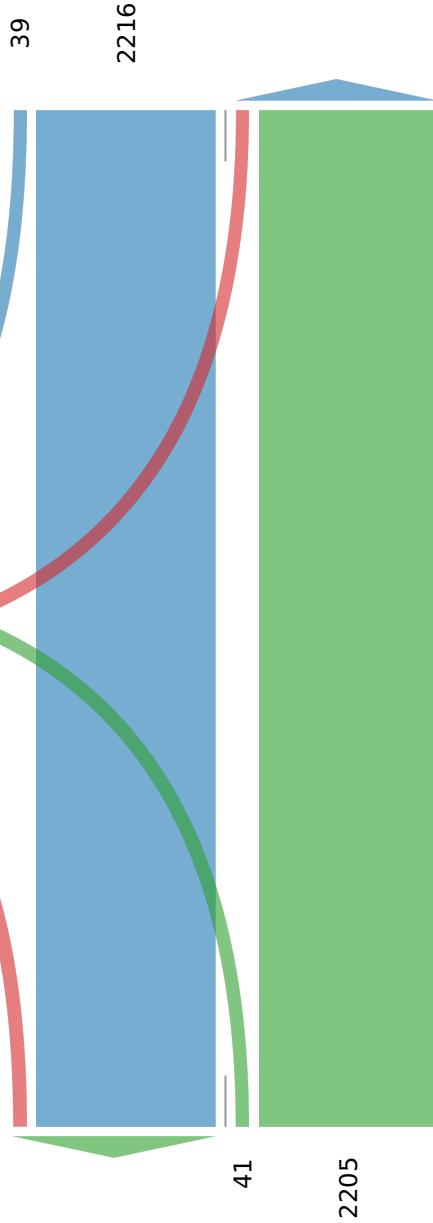
625 Forest Edge Drive, Vernon Hills, IL, 60061, US

[N] Haggerty Rd

Total: 4497

In: 2255

Out: 2242



Out: 2264

In: 2246

Total: 4510

[S] Haggerty Rd

Haggerty Road & Brownstone Boulevard - TMC

Tue Sep 16, 2025

AM Peak (7:15 AM - 8:15 AM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1332870, Location: 42.289302, -83.447467



Provided by: Gewalt Hamilton Associates Inc.

625 Forest Edge Drive, Vernon Hills, IL, 60061, US

Leg Direction	Brownstone Blvd Eastbound				Haggerty Rd Northbound				Haggerty Rd Southbound				
Time	L	R	U	App	L	T	U	App	T	R	U	App	Int
2025-09-16 7:15AM	2	2	0	4	0	66	0	66	121	0	0	121	191
7:30AM	2	5	0	7	1	108	0	109	122	1	0	123	239
7:45AM	3	5	0	8	1	123	0	124	120	0	0	120	252
8:00AM	0	2	0	2	0	107	0	107	96	0	0	96	205
<b>Total</b>	<b>7</b>	<b>14</b>	<b>0</b>	<b>21</b>	<b>2</b>	<b>404</b>	<b>0</b>	<b>406</b>	<b>459</b>	<b>1</b>	<b>0</b>	<b>460</b>	<b>887</b>
<b>% Approach</b>	33.3%	66.7%	0%	-	0.5%	99.5%	0%	-	99.8%	0.2%	0%	-	-
<b>% Total</b>	0.8%	1.6%	0%	<b>2.4%</b>	0.2%	45.5%	0%	<b>45.8%</b>	51.7%	0.1%	0%	<b>51.9%</b>	-
<b>PHF</b>	0.583	0.700	-	<b>0.656</b>	0.500	0.821	-	<b>0.819</b>	0.941	0.250	-	<b>0.935</b>	0.880
<b>Lights</b>	<b>7</b>	<b>14</b>	<b>0</b>	<b>21</b>	<b>2</b>	<b>378</b>	<b>0</b>	<b>380</b>	<b>449</b>	<b>1</b>	<b>0</b>	<b>450</b>	<b>851</b>
<b>% Lights</b>	100%	100%	0%	<b>100%</b>	100%	93.6%	0%	<b>93.6%</b>	97.8%	100%	0%	<b>97.8%</b>	95.9%
<b>Articulated Trucks and Single-Unit Trucks</b>	0	0	0	<b>0</b>	0	24	0	<b>24</b>	7	0	0	<b>7</b>	31
<b>% Articulated Trucks and Single-Unit Trucks</b>	0%	0%	0%	<b>0%</b>	0%	5.9%	0%	<b>5.9%</b>	1.5%	0%	0%	<b>1.5%</b>	3.5%
<b>Buses</b>	0	0	0	<b>0</b>	0	2	0	<b>2</b>	3	0	0	<b>3</b>	5
<b>% Buses</b>	0%	0%	0%	<b>0%</b>	0%	0.5%	0%	<b>0.5%</b>	0.7%	0%	0%	<b>0.7%</b>	0.6%

\*L: Left, R: Right, T: Thru, U: U-Turn

Haggerty Road & Brownstone Boulevard - TMC

Tue Sep 16, 2025

AM Peak (7:15 AM - 8:15 AM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1332870, Location: 42.289302, -83.447467

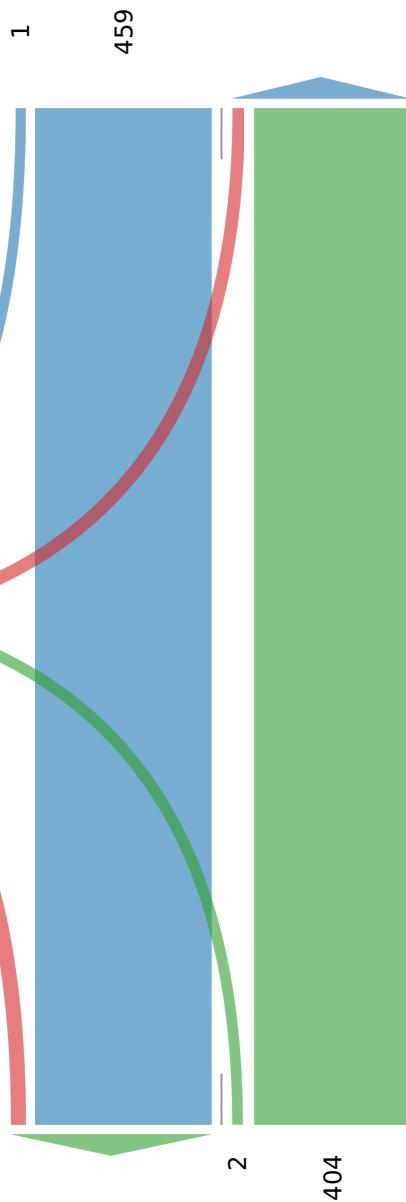
**GHA GEWALT HAMILTON  
ASSOCIATES, INC.**  
Provided by: Gewalt Hamilton Associates Inc.  
625 Forest Edge Drive, Vernon Hills, IL, 60061, US

[N] Haggerty Rd

Total: 871

In: 460

Out: 411



Out: 473 In: 406

Total: 879

[S] Haggerty Rd

Haggerty Road & Brownstone Boulevard - TMC

Tue Sep 16, 2025

Midday Peak (11:45 AM - 12:45 PM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1332870, Location: 42.289302, -83.447467



Provided by: Gewalt Hamilton Associates Inc.

625 Forest Edge Drive, Vernon Hills, IL, 60061, US

Leg Direction	Brownstone Blvd Eastbound				Haggerty Rd Northbound				Haggerty Rd Southbound				
Time	L	R	U	App	L	T	U	App	T	R	U	App	Int
2025-09-16 11:45AM	1	2	0	3	2	62	0	64	73	1	0	74	141
12:00PM	3	2	0	5	2	59	0	61	67	3	0	70	136
12:15PM	4	1	0	5	0	92	0	92	57	2	0	59	156
12:30PM	1	1	0	2	0	77	0	77	59	4	0	63	142
<b>Total</b>	9	6	0	15	4	290	0	294	256	10	0	266	575
<b>% Approach</b>	60.0%	40.0%	0%	-	1.4%	98.6%	0%	-	96.2%	3.8%	0%	-	-
<b>% Total</b>	1.6%	1.0%	0%	<b>2.6%</b>	0.7%	50.4%	0%	<b>51.1%</b>	44.5%	1.7%	0%	<b>46.3%</b>	-
<b>PHF</b>	0.563	0.750	-	<b>0.750</b>	0.500	0.788	-	<b>0.799</b>	0.877	0.625	-	<b>0.899</b>	0.921
<b>Lights</b>	8	5	0	<b>13</b>	4	279	0	<b>283</b>	252	9	0	<b>261</b>	557
<b>% Lights</b>	88.9%	83.3%	0%	<b>86.7%</b>	100%	96.2%	0%	<b>96.3%</b>	98.4%	90.0%	0%	<b>98.1%</b>	96.9%
<b>Articulated Trucks and Single-Unit Trucks</b>	1	1	0	<b>2</b>	0	11	0	<b>11</b>	4	1	0	<b>5</b>	18
<b>% Articulated Trucks and Single-Unit Trucks</b>	11.1%	16.7%	0%	<b>13.3%</b>	0%	3.8%	0%	<b>3.7%</b>	1.6%	10.0%	0%	<b>1.9%</b>	3.1%
<b>Buses</b>	0	0	0	<b>0</b>	0	0	0	<b>0</b>	0	0	0	<b>0</b>	0
<b>% Buses</b>	0%	0%	0%	<b>0%</b>	0%	0%	0%	<b>0%</b>	0%	0%	0%	<b>0%</b>	0%

\*L: Left, R: Right, T: Thru, U: U-Turn

Haggerty Road & Brownstone Boulevard - TMC

Tue Sep 16, 2025

Midday Peak (11:45 AM - 12:45 PM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1332870, Location: 42.289302, -83.447467

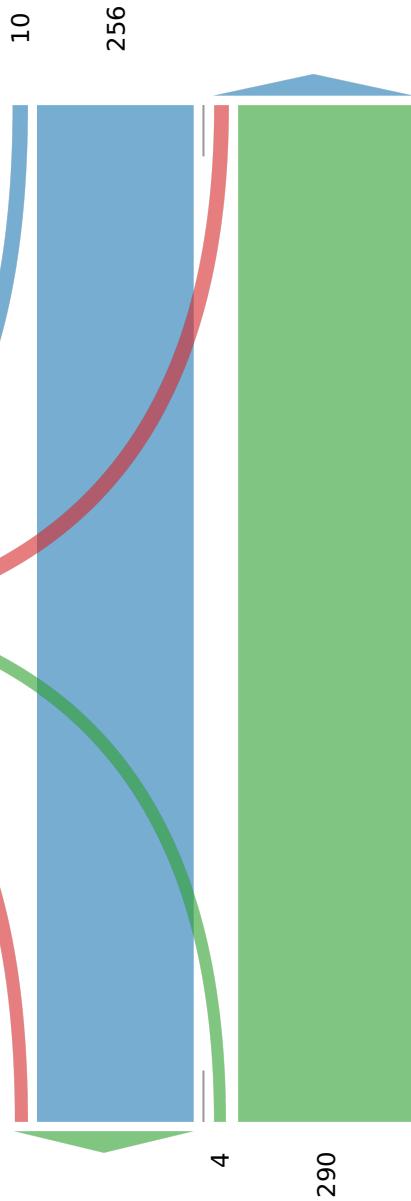
**GHA GEWALT HAMILTON  
ASSOCIATES, INC.**  
Provided by: Gewalt Hamilton Associates Inc.  
625 Forest Edge Drive, Vernon Hills, IL, 60061, US

[N] Haggerty Rd

Total: 565

In: 266

Out: 299



[W] Brownstone Blvd

Total: 29  
In: 15 Out: 14

Out: 262 In: 294  
Total: 556  
[S] Haggerty Rd

Haggerty Road & Brownstone Boulevard - TMC

Tue Sep 16, 2025

PM Peak (4:30 PM - 5:30 PM) - Overall Peak Hour

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1332870, Location: 42.289302, -83.447467



Provided by: Gewalt Hamilton Associates Inc.

625 Forest Edge Drive, Vernon Hills, IL, 60061, US

Leg Direction	Brownstone Blvd Eastbound				Haggerty Rd Northbound				Haggerty Rd Southbound				
Time	L	R	U	App	L	T	U	App	T	R	U	App	Int
2025-09-16 4:30PM	1	0	0	1	3	140	0	143	130	4	0	134	278
4:45PM	4	1	0	5	5	125	0	130	114	2	0	116	251
5:00PM	0	1	0	1	6	133	0	139	108	0	0	108	248
5:15PM	0	2	0	2	4	119	0	123	114	6	0	120	245
<b>Total</b>	5	4	0	<b>9</b>	18	517	0	<b>535</b>	466	12	0	<b>478</b>	<b>1022</b>
<b>% Approach</b>	55.6%	44.4%	0%	-	3.4%	96.6%	0%	-	97.5%	2.5%	0%	-	-
<b>% Total</b>	0.5%	0.4%	0%	<b>0.9%</b>	1.8%	50.6%	0%	<b>52.3%</b>	45.6%	1.2%	0%	<b>46.8%</b>	-
<b>PHF</b>	0.313	0.500	-	<b>0.450</b>	0.750	0.923	-	<b>0.935</b>	0.896	0.500	-	<b>0.892</b>	0.919
<b>Lights</b>	5	4	0	<b>9</b>	18	513	0	<b>531</b>	459	12	0	<b>471</b>	1011
<b>% Lights</b>	100%	100%	0%	<b>100%</b>	100%	99.2%	0%	<b>99.3%</b>	98.5%	100%	0%	<b>98.5%</b>	98.9%
<b>Articulated Trucks and Single-Unit Trucks</b>	0	0	0	<b>0</b>	0	4	0	<b>4</b>	6	0	0	<b>6</b>	10
<b>% Articulated Trucks and Single-Unit Trucks</b>	0%	0%	0%	<b>0%</b>	0%	0.8%	0%	<b>0.7%</b>	1.3%	0%	0%	<b>1.3%</b>	1.0%
<b>Buses</b>	0	0	0	<b>0</b>	0	0	0	<b>0</b>	1	0	0	<b>1</b>	1
<b>% Buses</b>	0%	0%	0%	<b>0%</b>	0%	0%	0%	<b>0%</b>	0.2%	0%	0%	<b>0.2%</b>	0.1%

\*L: Left, R: Right, T: Thru, U: U-Turn

Haggerty Road & Brownstone Boulevard - TMC

Tue Sep 16, 2025

PM Peak (4:30 PM - 5:30 PM) - Overall Peak Hour

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1332870, Location: 42.289302, -83.447467

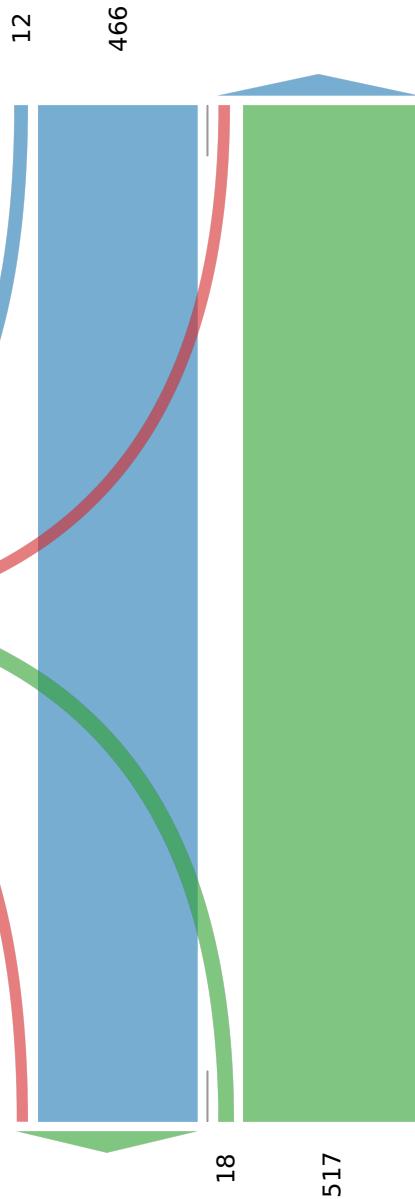
**GHA GEWALT HAMILTON  
ASSOCIATES, INC.**  
Provided by: Gewalt Hamilton Associates Inc.  
625 Forest Edge Drive, Vernon Hills, IL, 60061, US

[N] Haggerty Rd

Total: 1000

In: 478

Out: 522



Out: 470

Total: 1005

In: 535

[S] Haggerty Rd

**APPENDIX D  
EXISTING TRAFFIC COUNT DATA  
FOR GROVE CITY, OH**

Big Run South Road & Faraday Boulevard - TMC

Thu Sep 18, 2025

Full Length (7 AM-9 AM, 11 AM-1 PM, 4 PM-6 PM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1332871, Location: 39.904746, -83.09785



Provided by: Gewalt Hamilton Associates Inc.

625 Forest Edge Drive, Vernon Hills, IL, 60061, US

Leg Direction	Big Run South Rd Eastbound				Big Run South Rd Westbound				Faraday Blvd Southbound				
Time	L	T	U	App	T	R	U	App	L	R	U	App	Int
2025-09-18 7:00AM	0	49	0	49	28	2	0	30	7	2	0	9	88
7:15AM	1	50	0	51	50	0	0	50	7	4	0	11	112
7:30AM	1	77	0	78	107	1	0	108	4	2	0	6	192
7:45AM	1	83	0	84	57	2	0	59	4	1	0	5	148
Hourly Total	3	259	0	262	242	5	0	247	22	9	0	31	540
8:00AM	1	50	0	51	33	0	0	33	5	3	0	8	92
8:15AM	2	56	0	58	26	2	0	28	5	2	0	7	93
8:30AM	0	34	0	34	38	1	0	39	2	0	0	2	75
8:45AM	2	36	0	38	40	1	0	41	3	0	0	3	82
Hourly Total	5	176	0	181	137	4	0	141	15	5	0	20	342
11:00AM	2	22	0	24	25	2	0	27	2	2	0	4	55
11:15AM	1	24	0	25	27	3	0	30	3	1	0	4	59
11:30AM	1	18	0	19	26	3	0	29	3	2	0	5	53
11:45AM	0	31	0	31	31	4	0	35	1	1	0	2	68
Hourly Total	4	95	0	99	109	12	0	121	9	6	0	15	235
12:00PM	1	25	0	26	31	2	0	33	0	3	0	3	62
12:15PM	0	26	0	26	27	1	0	28	3	1	0	4	58
12:30PM	1	27	0	28	18	2	0	20	0	1	0	1	49
12:45PM	0	28	0	28	29	3	0	32	4	1	0	5	65
Hourly Total	2	106	0	108	105	8	0	113	7	6	0	13	234
4:00PM	0	45	0	45	58	0	0	58	0	0	0	0	103
4:15PM	3	41	0	44	73	2	0	75	1	1	0	2	121
4:30PM	1	47	0	48	79	4	0	83	0	2	0	2	133
4:45PM	3	36	0	39	66	2	0	68	0	3	0	3	110
Hourly Total	7	169	0	176	276	8	0	284	1	6	0	7	467
5:00PM	4	63	0	67	62	6	0	68	0	2	0	2	137
5:15PM	1	39	0	40	78	5	0	83	5	0	0	5	128
5:30PM	0	44	0	44	82	5	0	87	5	1	0	6	137
5:45PM	4	42	0	46	51	1	0	52	3	1	0	4	102
Hourly Total	9	188	0	197	273	17	0	290	13	4	0	17	504
<b>Total</b>	30	993	0	1023	1142	54	0	1196	67	36	0	103	2322
<b>% Approach</b>	2.9%	97.1%	0%	-	95.5%	4.5%	0%	-	65.0%	35.0%	0%	-	-
<b>% Total</b>	1.3%	42.8%	0%	44.1%	49.2%	2.3%	0%	51.5%	2.9%	1.6%	0%	4.4%	-
<b>Lights</b>	29	946	0	975	1089	54	0	1143	66	36	0	102	2220
<b>% Lights</b>	96.7%	95.3%	0%	95.3%	95.4%	100%	0%	95.6%	98.5%	100%	0%	99.0%	95.6%
<b>Articulated Trucks and Single-Unit Trucks</b>	0	30	0	30	26	0	0	26	0	0	0	0	56
<b>% Articulated Trucks and Single-Unit Trucks</b>	0%	3.0%	0%	2.9%	2.3%	0%	0%	2.2%	0%	0%	0%	0%	2.4%
<b>Buses</b>	1	17	0	18	27	0	0	27	1	0	0	1	46
<b>% Buses</b>	3.3%	1.7%	0%	1.8%	2.4%	0%	0%	2.3%	1.5%	0%	0%	1.0%	2.0%

\* L: Left, R: Right, T: Thru, U: U-Turn

Big Run South Road & Faraday Boulevard - TMC

Thu Sep 18, 2025

Full Length (7 AM-9 AM, 11 AM-1 PM, 4 PM-6 PM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1332871, Location: 39.904746, -83.09785

**GHA GEWALT HAMILTON  
ASSOCIATES, INC.**

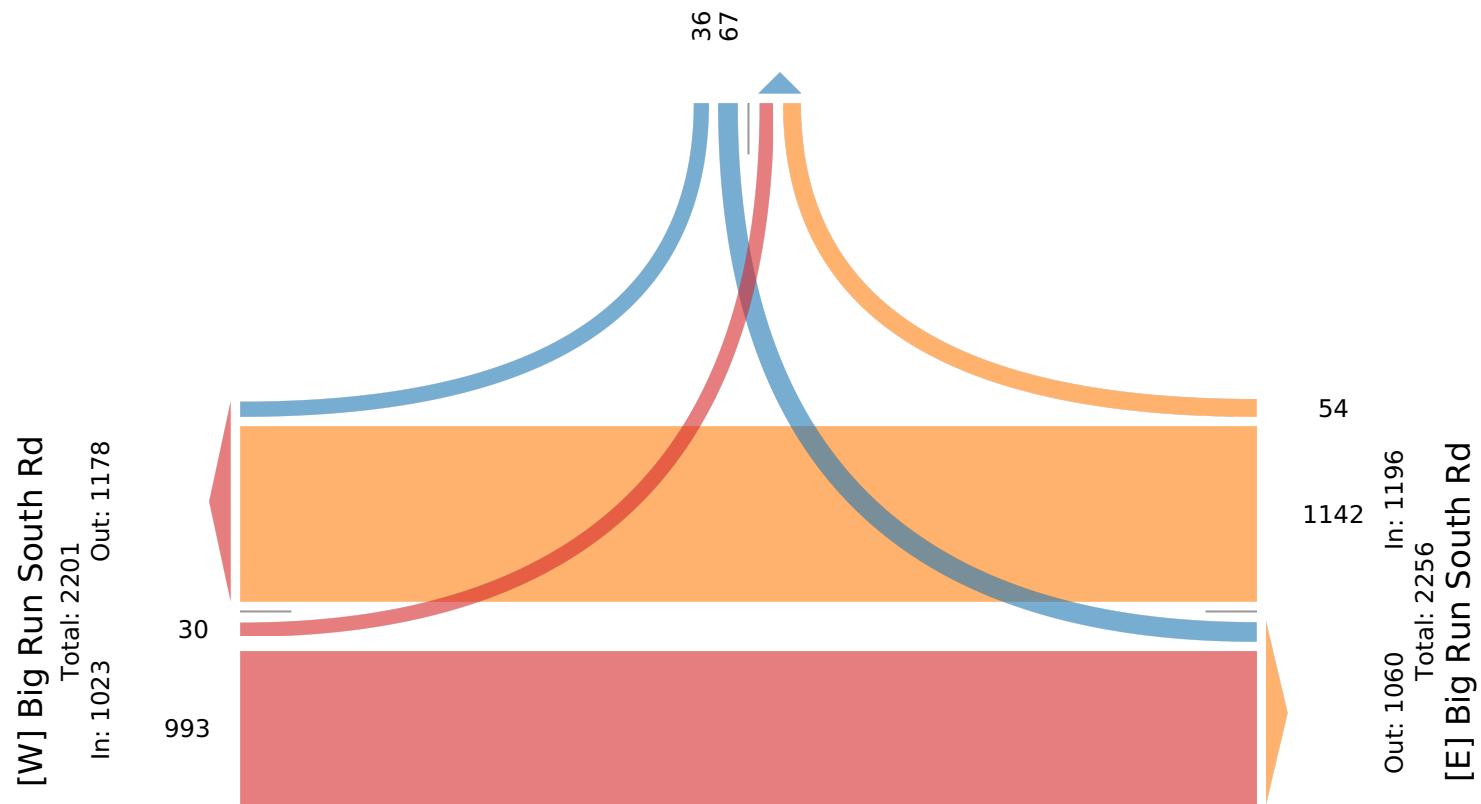
Provided by: Gewalt Hamilton Associates Inc.

625 Forest Edge Drive, Vernon Hills, IL, 60061, US

[N] Faraday Blvd

Total: 187

In: 103    Out: 84



**Big Run South Road & Faraday Boulevard - TMC**

Thu Sep 18, 2025

AM Peak (7:15 AM - 8:15 AM) - Overall Peak Hour

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1332871, Location: 39.904746, -83.09785



Provided by: Gewalt Hamilton Associates Inc.

625 Forest Edge Drive, Vernon Hills, IL, 60061, US

Leg Direction	Big Run South Rd Eastbound				Big Run South Rd Westbound				Faraday Blvd Southbound				
Time	L	T	U	App	T	R	U	App	L	R	U	App	Int
2025-09-18 7:15AM	1	50	0	51	50	0	0	50	7	4	0	11	112
7:30AM	1	77	0	78	107	1	0	108	4	2	0	6	192
7:45AM	1	83	0	84	57	2	0	59	4	1	0	5	148
8:00AM	1	50	0	51	33	0	0	33	5	3	0	8	92
<b>Total</b>	<b>4</b>	<b>260</b>	<b>0</b>	<b>264</b>	<b>247</b>	<b>3</b>	<b>0</b>	<b>250</b>	<b>20</b>	<b>10</b>	<b>0</b>	<b>30</b>	<b>544</b>
<b>% Approach</b>	1.5%	98.5%	0%	-	98.8%	1.2%	0%	-	66.7%	33.3%	0%	-	-
<b>% Total</b>	0.7%	47.8%	0%	<b>48.5%</b>	45.4%	0.6%	0%	<b>46.0%</b>	3.7%	1.8%	0%	<b>5.5%</b>	-
<b>PHF</b>	1.000	0.783	-	<b>0.786</b>	0.577	0.375	-	<b>0.579</b>	0.714	0.625	-	<b>0.682</b>	0.708
<b>Lights</b>	3	248	0	<b>251</b>	237	3	0	<b>240</b>	19	10	0	<b>29</b>	520
<b>% Lights</b>	75.0%	95.4%	0%	<b>95.1%</b>	96.0%	100%	0%	<b>96.0%</b>	95.0%	100%	0%	<b>96.7%</b>	95.6%
<b>Articulated Trucks and Single-Unit Trucks</b>	0	4	0	<b>4</b>	3	0	0	<b>3</b>	0	0	0	<b>0</b>	7
<b>% Articulated Trucks and Single-Unit Trucks</b>	0%	1.5%	0%	<b>1.5%</b>	1.2%	0%	0%	<b>1.2%</b>	0%	0%	0%	<b>0%</b>	1.3%
<b>Buses</b>	1	8	0	<b>9</b>	7	0	0	<b>7</b>	1	0	0	<b>1</b>	17
<b>% Buses</b>	25.0%	3.1%	0%	<b>3.4%</b>	2.8%	0%	0%	<b>2.8%</b>	5.0%	0%	0%	<b>3.3%</b>	3.1%

\*L: Left, R: Right, T: Thru, U: U-Turn

Big Run South Road & Faraday Boulevard - TMC

Thu Sep 18, 2025

AM Peak (7:15 AM - 8:15 AM) - Overall Peak Hour

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1332871, Location: 39.904746, -83.09785

**GHA GEWALT HAMILTON  
ASSOCIATES, INC.**

Provided by: Gewalt Hamilton Associates Inc.

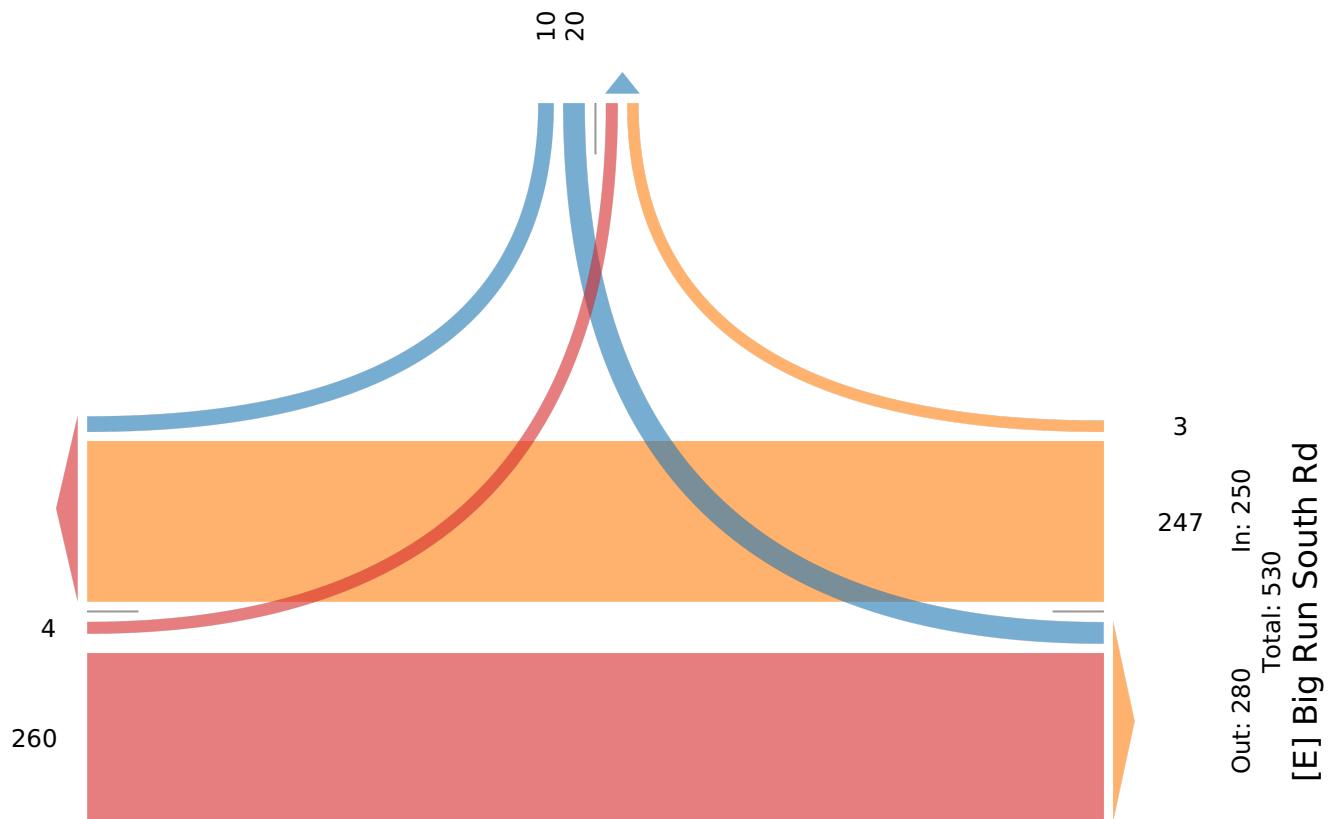
625 Forest Edge Drive, Vernon Hills, IL, 60061, US

[N] Faraday Blvd

Total: 37

In: 30      Out: 7

[W] Big Run South Rd  
Total: 521  
In: 264      Out: 257



Big Run South Road & Faraday Boulevard - TMC

Thu Sep 18, 2025

Midday Peak (11:15 AM - 12:15 PM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1332871, Location: 39.904746, -83.09785



Provided by: Gewalt Hamilton Associates Inc.

625 Forest Edge Drive, Vernon Hills, IL, 60061, US

Leg Direction	Big Run South Rd Eastbound				Big Run South Rd Westbound				Faraday Blvd Southbound				
Time	L	T	U	App	T	R	U	App	L	R	U	App	Int
2025-09-18 11:15AM	1	24	0	25	27	3	0	30	3	1	0	4	59
11:30AM	1	18	0	19	26	3	0	29	3	2	0	5	53
11:45AM	0	31	0	31	31	4	0	35	1	1	0	2	68
12:00PM	1	25	0	26	31	2	0	33	0	3	0	3	62
<b>Total</b>	3	98	0	<b>101</b>	115	12	0	<b>127</b>	7	7	0	<b>14</b>	<b>242</b>
<b>% Approach</b>	3.0%	97.0%	0%	-	90.6%	9.4%	0%	-	50.0%	50.0%	0%	-	-
<b>% Total</b>	1.2%	40.5%	0%	<b>41.7%</b>	47.5%	5.0%	0%	<b>52.5%</b>	2.9%	2.9%	0%	<b>5.8%</b>	-
<b>PHF</b>	0.750	0.790	-	<b>0.815</b>	0.927	0.750	-	<b>0.907</b>	0.583	0.583	-	<b>0.700</b>	0.890
<b>Lights</b>	3	94	0	<b>97</b>	111	12	0	<b>123</b>	7	7	0	<b>14</b>	234
<b>% Lights</b>	100%	95.9%	0%	<b>96.0%</b>	96.5%	100%	0%	<b>96.9%</b>	100%	100%	0%	<b>100%</b>	96.7%
<b>Articulated Trucks and Single-Unit Trucks</b>	0	3	0	<b>3</b>	4	0	0	<b>4</b>	0	0	0	<b>0</b>	7
<b>% Articulated Trucks and Single-Unit Trucks</b>	0%	3.1%	0%	<b>3.0%</b>	3.5%	0%	0%	<b>3.1%</b>	0%	0%	0%	<b>0%</b>	2.9%
<b>Buses</b>	0	1	0	<b>1</b>	0	0	0	<b>0</b>	0	0	0	<b>0</b>	1
<b>% Buses</b>	0%	1.0%	0%	<b>1.0%</b>	0%	0%	0%	<b>0%</b>	0%	0%	0%	<b>0%</b>	0.4%

\*L: Left, R: Right, T: Thru, U: U-Turn

Thu Sep 18, 2025

Midday Peak (11:15 AM - 12:15 PM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1332871, Location: 39.904746, -83.09785

Provided by: Gewalt Hamilton Associates Inc.

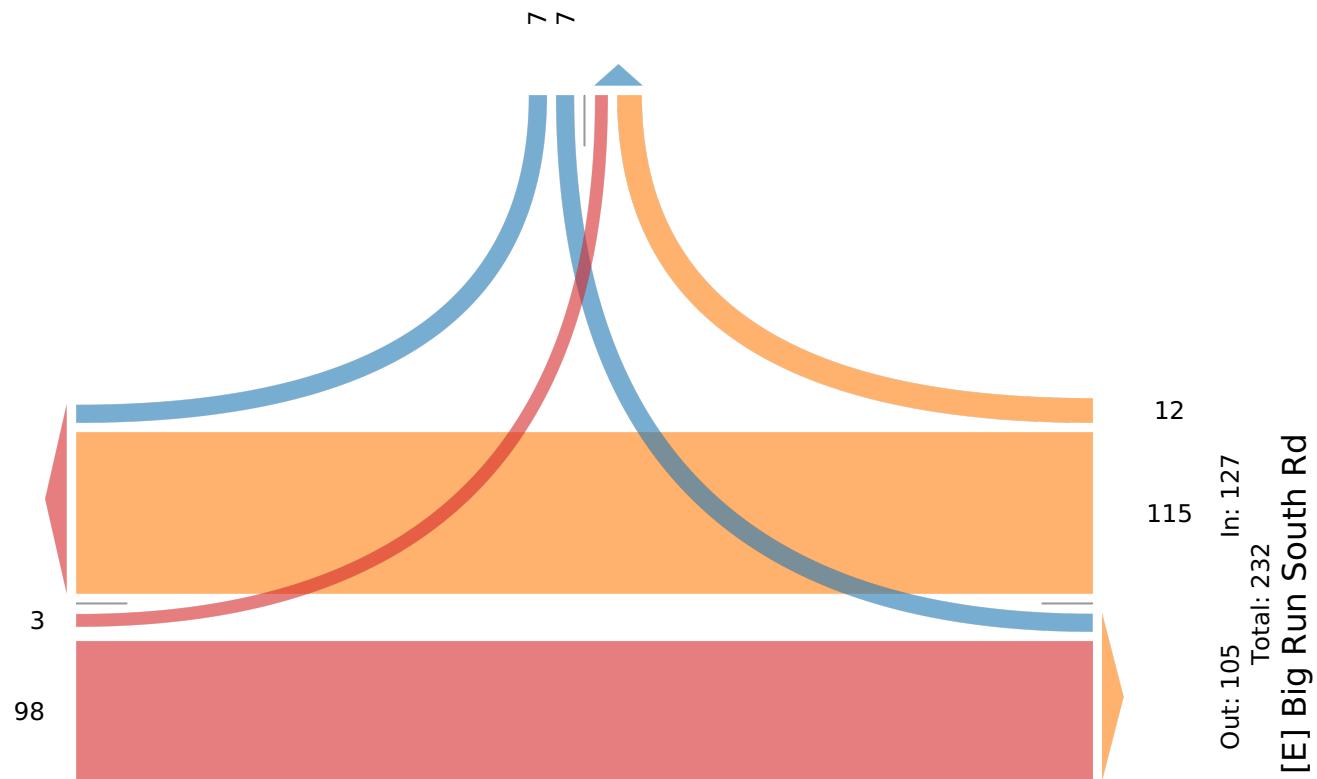
625 Forest Edge Drive, Vernon Hills, IL, 60061, US

[N] Faraday Blvd

Total: 29

In: 14      Out: 15

[W] Big Run South Rd  
Total: 223  
In: 101      Out: 122



Big Run South Road & Faraday Boulevard - TMC

Thu Sep 18, 2025

PM Peak (4:45 PM - 5:45 PM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1332871, Location: 39.904746, -83.09785



Provided by: Gewalt Hamilton Associates Inc.

625 Forest Edge Drive, Vernon Hills, IL, 60061, US

Leg Direction	Big Run South Rd Eastbound				Big Run South Rd Westbound				Faraday Blvd Southbound				
Time	L	T	U	App	T	R	U	App	L	R	U	App	Int
2025-09-18 4:45PM	3	36	0	39	66	2	0	68	0	3	0	3	110
5:00PM	4	63	0	67	62	6	0	68	0	2	0	2	137
5:15PM	1	39	0	40	78	5	0	83	5	0	0	5	128
5:30PM	0	44	0	44	82	5	0	87	5	1	0	6	137
<b>Total</b>	<b>8</b>	<b>182</b>	<b>0</b>	<b>190</b>	<b>288</b>	<b>18</b>	<b>0</b>	<b>306</b>	<b>10</b>	<b>6</b>	<b>0</b>	<b>16</b>	<b>512</b>
<b>% Approach</b>	4.2%	95.8%	0%	-	94.1%	5.9%	0%	-	62.5%	37.5%	0%	-	-
<b>% Total</b>	1.6%	35.5%	0%	<b>37.1%</b>	56.3%	3.5%	0%	<b>59.8%</b>	2.0%	1.2%	0%	<b>3.1%</b>	-
<b>PHF</b>	0.500	0.722	-	<b>0.709</b>	0.878	0.750	-	<b>0.879</b>	0.500	0.500	-	<b>0.667</b>	0.934
<b>Lights</b>	<b>8</b>	<b>179</b>	<b>0</b>	<b>187</b>	<b>272</b>	<b>18</b>	<b>0</b>	<b>290</b>	<b>10</b>	<b>6</b>	<b>0</b>	<b>16</b>	<b>493</b>
<b>% Lights</b>	100%	98.4%	0%	<b>98.4%</b>	94.4%	100%	0%	<b>94.8%</b>	100%	100%	0%	<b>100%</b>	96.3%
<b>Articulated Trucks and Single-Unit Trucks</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10</b>
<b>% Articulated Trucks and Single-Unit Trucks</b>	0%	1.6%	0%	<b>1.6%</b>	2.4%	0%	0%	<b>2.3%</b>	0%	0%	0%	<b>0%</b>	2.0%
<b>Buses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9</b>	<b>0</b>	<b>0</b>	<b>9</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9</b>
<b>% Buses</b>	0%	0%	0%	<b>0%</b>	3.1%	0%	0%	<b>2.9%</b>	0%	0%	0%	<b>0%</b>	1.8%

\*L: Left, R: Right, T: Thru, U: U-Turn

Thu Sep 18, 2025

PM Peak (4:45 PM - 5:45 PM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1332871, Location: 39.904746, -83.09785

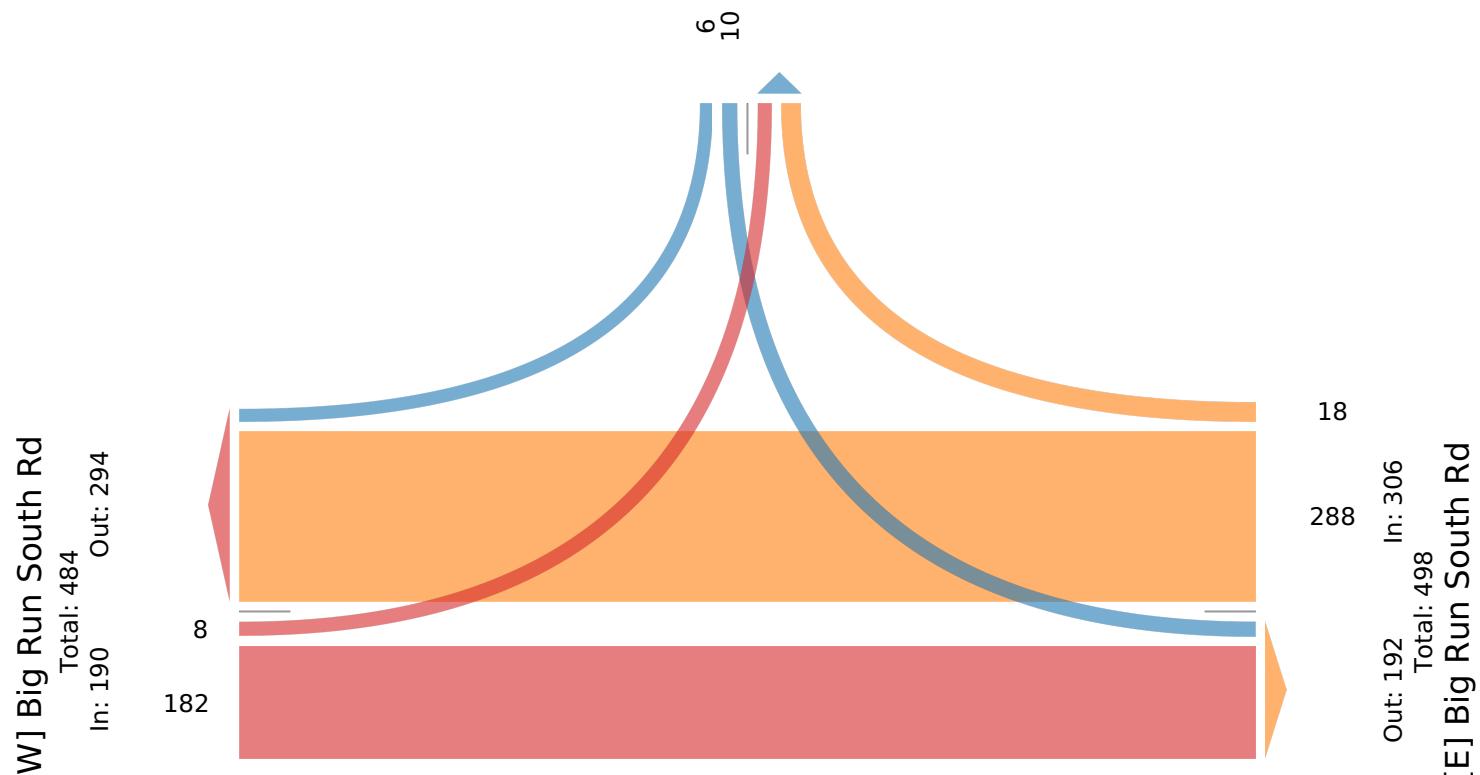
Provided by: Gewalt Hamilton Associates Inc.

625 Forest Edge Drive, Vernon Hills, IL, 60061, US

[N] Faraday Blvd

Total: 42

In: 16      Out: 26



**APPENDIX E  
EXISTING TRAFFIC COUNT DATA  
FOR NOBLESVILLE, IN**

Gray Road & Webster Drive - TMC

Wed Sep 17, 2025

Full Length (7 AM-9 AM, 11 AM-1 PM, 4 PM-6 PM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1333194, Location: 40.002222, -86.089678



Provided by: Gewalt Hamilton Associates Inc.

625 Forest Edge Drive, Vernon Hills, IL, 60061, US

Leg Direction	Webster Dr Eastbound					Webster Dr Westbound					Gray Rd Northbound					Gray Rd Southbound					
Time	L	T	R	U	App	L	T	R	U	App	L	T	R	U	App	L	T	R	U	App	Int
2025-09-17 7:00AM	0	0	2	0	2	3	0	0	0	3	8	30	0	0	38	0	48	1	0	49	92
7:15AM	3	0	5	0	8	1	1	1	0	3	13	58	0	0	71	0	78	2	0	80	162
7:30AM	1	1	6	0	8	9	0	1	0	10	11	38	1	0	50	0	81	3	0	84	152
7:45AM	0	0	4	0	4	1	0	0	0	1	18	73	1	1	93	0	98	1	0	99	197
Hourly Total	4	1	17	0	22	14	1	2	0	17	50	199	2	1	252	0	305	7	0	312	603
8:00AM	2	0	10	0	12	5	0	1	0	6	22	137	2	0	161	0	104	4	0	108	287
8:15AM	7	0	11	0	18	2	0	1	0	3	25	150	1	0	176	1	127	2	0	130	327
8:30AM	1	0	10	0	11	3	0	2	0	5	14	59	3	1	77	1	80	3	0	84	177
8:45AM	1	0	8	0	9	4	1	2	0	7	13	53	3	0	69	1	92	0	0	93	178
Hourly Total	11	0	39	0	50	14	1	6	0	21	74	399	9	1	483	3	403	9	0	415	969
11:00AM	2	0	2	0	4	2	0	1	0	3	16	41	6	0	63	2	48	4	0	54	124
11:15AM	4	0	1	0	5	4	0	4	0	8	27	71	3	0	101	1	52	4	0	57	171
11:30AM	1	0	5	0	6	3	0	1	0	4	30	50	4	0	84	1	52	7	0	60	154
11:45AM	4	1	8	0	13	2	0	1	0	3	18	65	3	1	87	3	59	9	0	71	174
Hourly Total	11	1	16	0	28	11	0	7	0	18	91	227	16	1	335	7	211	24	0	242	623
12:00PM	4	0	9	0	13	4	0	0	0	4	25	67	3	1	96	1	67	7	0	75	188
12:15PM	8	0	9	0	17	5	0	2	0	7	16	49	4	0	69	1	62	8	0	71	164
12:30PM	7	0	12	0	19	3	0	0	0	3	24	61	5	1	91	0	84	9	0	93	206
12:45PM	11	0	8	0	19	1	0	0	0	1	13	64	2	1	80	3	68	6	0	77	177
Hourly Total	30	0	38	0	68	13	0	2	0	15	78	241	14	3	336	5	281	30	0	316	735
4:00PM	4	0	6	0	10	2	0	1	0	3	14	65	4	0	83	1	83	1	0	85	181
4:15PM	9	1	11	0	21	2	1	1	0	4	27	105	2	0	134	1	68	3	0	72	231
4:30PM	7	0	16	0	23	1	0	0	0	1	19	93	4	1	117	0	77	4	0	81	222
4:45PM	8	0	13	0	21	2	0	2	0	4	27	107	5	0	139	4	87	13	0	104	268
Hourly Total	28	1	46	0	75	7	1	4	0	12	87	370	15	1	473	6	315	21	0	342	902
5:00PM	9	0	22	0	31	1	0	0	0	1	33	98	0	0	131	1	99	7	0	107	270
5:15PM	8	0	9	0	17	2	0	1	0	3	29	122	9	0	160	4	82	5	0	91	271
5:30PM	7	0	9	0	16	4	0	2	0	6	20	117	2	1	140	1	87	7	0	95	257
5:45PM	7	0	11	0	18	1	0	2	0	3	25	101	1	1	128	1	76	11	0	88	237
Hourly Total	31	0	51	0	82	8	0	5	0	13	107	438	12	2	559	7	344	30	0	381	1035
<b>Total</b>	115	3	207	0	325	67	3	26	0	96	487	1874	68	9	2438	28	1859	121	0	2008	4867
<b>% Approach</b>	35.4%	0.9%	63.7%	0%	-	69.8%	3.1%	27.1%	0%	-	20.0%	76.9%	2.8%	0.4%	-	1.4%	92.6%	6.0%	0%	-	-
<b>% Total</b>	2.4%	0.1%	4.3%	0%	<b>6.7%</b>	1.4%	0.1%	0.5%	0%	<b>2.0%</b>	10.0%	38.5%	1.4%	0.2%	<b>50.1%</b>	0.6%	38.2%	2.5%	0%	<b>41.3%</b>	-
<b>Lights</b>	115	2	204	0	321	66	3	23	0	92	477	1848	68	9	2402	25	1850	121	0	1996	4811
<b>% Lights</b>	100%	66.7%	98.6%	0%	<b>98.8%</b>	98.5%	100%	88.5%	0%	<b>95.8%</b>	97.9%	98.6%	100%	100%	<b>98.5%</b>	89.3%	99.5%	100%	0%	<b>99.4%</b>	98.8%
<b>Articulated Trucks and Single-Unit Trucks</b>	0	0	2	0	2	0	0	1	0	1	9	18	0	0	27	1	8	0	0	9	39
<b>% Articulated Trucks and Single-Unit Trucks</b>	0%	0%	1.0%	0%	<b>0.6%</b>	0%	0%	3.8%	0%	<b>1.0%</b>	1.8%	1.0%	0%	0%	<b>1.1%</b>	3.6%	0.4%	0%	0%	<b>0.4%</b>	0.8%
<b>Buses</b>	0	1	1	0	2	1	0	2	0	3	1	8	0	0	9	2	1	0	0	3	17
<b>% Buses</b>	0%	33.3%	0.5%	0%	<b>0.6%</b>	1.5%	0%	7.7%	0%	<b>3.1%</b>	0.2%	0.4%	0%	0%	<b>0.4%</b>	7.1%	0.1%	0%	0%	<b>0.1%</b>	0.3%

\*L: Left, R: Right, T: Thru, U: U-Turn

Gray Road & Webster Drive - TMC

Wed Sep 17, 2025

Full Length (7 AM-9 AM, 11 AM-1 PM, 4 PM-6 PM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1333194, Location: 40.002222, -86.089678

**GHA GEWALT HAMILTON  
ASSOCIATES, INC.**

Provided by: Gewalt Hamilton Associates Inc.

625 Forest Edge Drive, Vernon Hills, IL, 60061, US

[N] Gray Rd

Total: 4023

In: 2008

Out: 2015

121

1859

28

[W] Webster Dr  
Total: 936  
In: 325 Out: 611

115  
3  
207

26  
3  
67

Out: 99 In: 96  
Total: 195

[E] Webster Dr

Out: 2142

In: 2438

Total: 4580

[S] Gray Rd

9

487

1874

68

Gray Road & Webster Drive - TMC

Wed Sep 17, 2025

AM Peak (7:45 AM - 8:45 AM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1333194, Location: 40.002222, -86.089678



Provided by: Gewalt Hamilton Associates Inc.

625 Forest Edge Drive, Vernon Hills, IL, 60061, US

Leg Direction	Webster Dr Eastbound					Webster Dr Westbound					Gray Rd Northbound					Gray Rd Southbound					
Time	L	T	R	U	App	L	T	R	U	App	L	T	R	U	App	L	T	R	U	App	Int
2025-09-17 7:45AM	0	0	4	0	4	1	0	0	0	1	18	73	1	1	93	0	98	1	0	99	197
8:00AM	2	0	10	0	12	5	0	1	0	6	22	137	2	0	161	0	104	4	0	108	287
8:15AM	7	0	11	0	18	2	0	1	0	3	25	150	1	0	176	1	127	2	0	130	327
8:30AM	1	0	10	0	11	3	0	2	0	5	14	59	3	1	77	1	80	3	0	84	177
<b>Total</b>	10	0	35	0	45	11	0	4	0	15	79	419	7	2	507	2	409	10	0	421	988
<b>% Approach</b>	22.2%	0%	77.8%	0%	-	73.3%	0%	26.7%	0%	-	15.6%	82.6%	1.4%	0.4%	-	0.5%	97.1%	2.4%	0%	-	-
<b>% Total</b>	1.0%	0%	3.5%	0%	<b>4.6%</b>	1.1%	0%	0.4%	0%	<b>1.5%</b>	8.0%	42.4%	0.7%	0.2%	<b>51.3%</b>	0.2%	41.4%	1.0%	0%	<b>42.6%</b>	-
<b>PHF</b>	0.357	-	0.795	-	<b>-0.625</b>	0.550	-	0.500	-	<b>-0.625</b>	0.790	0.698	0.583	0.500	<b>0.720</b>	0.500	0.805	0.625	-	<b>0.810</b>	0.755
<b>Lights</b>	10	0	35	0	45	11	0	3	0	14	76	413	7	2	498	1	408	10	0	419	976
<b>% Lights</b>	100%	0%	100%	0%	<b>100%</b>	100%	0%	75.0%	0%	<b>93.3%</b>	96.2%	98.6%	100%	100%	<b>98.2%</b>	50.0%	99.8%	100%	0%	<b>99.5%</b>	98.8%
<b>Articulated Trucks and Single-Unit Trucks</b>	0	0	0	0	0	0	0	0	0	0	3	3	0	0	6	0	1	0	0	1	7
<b>% Articulated Trucks and Single-Unit Trucks</b>	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	3.8%	0.7%	0%	0%	<b>1.2%</b>	0%	0.2%	0%	0%	<b>0.2%</b>	0.7%
<b>Buses</b>	0	0	0	0	0	0	0	1	0	1	0	3	0	0	3	1	0	0	0	1	5
<b>% Buses</b>	0%	0%	0%	0%	0%	0%	0%	25.0%	0%	<b>6.7%</b>	0%	0.7%	0%	0%	<b>0.6%</b>	50.0%	0%	0%	0%	<b>0.2%</b>	0.5%

\* L: Left, R: Right, T: Thru, U: U-Turn

Gray Road & Webster Drive - TMC

Wed Sep 17, 2025

AM Peak (7:45 AM - 8:45 AM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1333194, Location: 40.002222, -86.089678

**GHA GEWALT HAMILTON  
ASSOCIATES, INC.**

Provided by: Gewalt Hamilton Associates Inc.  
625 Forest Edge Drive, Vernon Hills, IL, 60061, US

[N] Gray Rd

Total: 854

In: 421

Out: 433

10

409

2

[W] Webster Dr  
Total: 134  
In: 45 Out: 89

10

35

4

11

[E] Webster Dr  
Out: 9 In: 15  
Total: 24

Out: 457  
Total: 964  
In: 507  
[S] Gray Rd

2

79

7

Gray Road & Webster Drive - TMC

Wed Sep 17, 2025

Midday Peak (12 PM - 1 PM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1333194, Location: 40.002222, -86.089678



Provided by: Gewalt Hamilton Associates Inc.

625 Forest Edge Drive, Vernon Hills, IL, 60061, US

Leg Direction	Webster Dr Eastbound					Webster Dr Westbound					Gray Rd Northbound					Gray Rd Southbound					
Time	L	T	R	U	App	L	T	R	U	App	L	T	R	U	App	L	T	R	U	App	Int
2025-09-17 12:00PM	4	0	9	0	13	4	0	0	0	4	25	67	3	1	96	1	67	7	0	75	188
12:15PM	8	0	9	0	17	5	0	2	0	7	16	49	4	0	69	1	62	8	0	71	164
12:30PM	7	0	12	0	19	3	0	0	0	3	24	61	5	1	91	0	84	9	0	93	206
12:45PM	11	0	8	0	19	1	0	0	0	1	13	64	2	1	80	3	68	6	0	77	177
<b>Total</b>	30	0	38	0	<b>68</b>	13	0	2	0	<b>15</b>	78	241	14	3	<b>336</b>	5	281	30	0	<b>316</b>	735
<b>% Approach</b>	44.1%	0%	55.9%	0%	-	86.7%	0%	13.3%	0%	-	23.2%	71.7%	4.2%	0.9%	-	1.6%	88.9%	9.5%	0%	-	-
<b>% Total</b>	4.1%	0%	5.2%	0%	<b>9.3%</b>	1.8%	0%	0.3%	0%	<b>2.0%</b>	10.6%	32.8%	1.9%	0.4%	<b>45.7%</b>	0.7%	38.2%	4.1%	0%	<b>43.0%</b>	-
<b>PHF</b>	0.682	-	0.792	-	<b>0.895</b>	0.650	-	0.250	-	<b>0.536</b>	0.780	0.899	0.700	0.750	<b>0.875</b>	0.417	0.836	0.833	-	<b>0.849</b>	0.892
<b>Lights</b>	30	0	36	0	<b>66</b>	13	0	2	0	<b>15</b>	77	236	14	3	<b>330</b>	5	279	30	0	<b>314</b>	725
<b>% Lights</b>	100%	0%	94.7%	0%	<b>97.1%</b>	100%	0%	100%	0%	<b>100%</b>	98.7%	97.9%	100%	100%	<b>98.2%</b>	100%	99.3%	100%	0%	<b>99.4%</b>	98.6%
<b>Articulated Trucks and Single-Unit Trucks</b>	0	0	1	0	<b>1</b>	0	0	0	0	<b>0</b>	0	5	0	0	<b>5</b>	0	2	0	0	<b>2</b>	8
<b>% Articulated Trucks and Single-Unit Trucks</b>	0%	0%	2.6%	0%	<b>1.5%</b>	0%	0%	0%	0%	<b>0%</b>	0%	2.1%	0%	0%	<b>1.5%</b>	0%	0.7%	0%	0%	<b>0.6%</b>	1.1%
<b>Buses</b>	0	0	1	0	<b>1</b>	0	0	0	0	<b>0</b>	1	0	0	0	<b>1</b>	0	0	0	0	<b>0</b>	2
<b>% Buses</b>	0%	0%	2.6%	0%	<b>1.5%</b>	0%	0%	0%	0%	<b>0%</b>	1.3%	0%	0%	0%	<b>0.3%</b>	0%	0%	0%	0%	<b>0%</b>	0.3%

\* L: Left, R: Right, T: Thru, U: U-Turn

Gray Road & Webster Drive - TMC

Wed Sep 17, 2025

Midday Peak (12 PM - 1 PM)

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

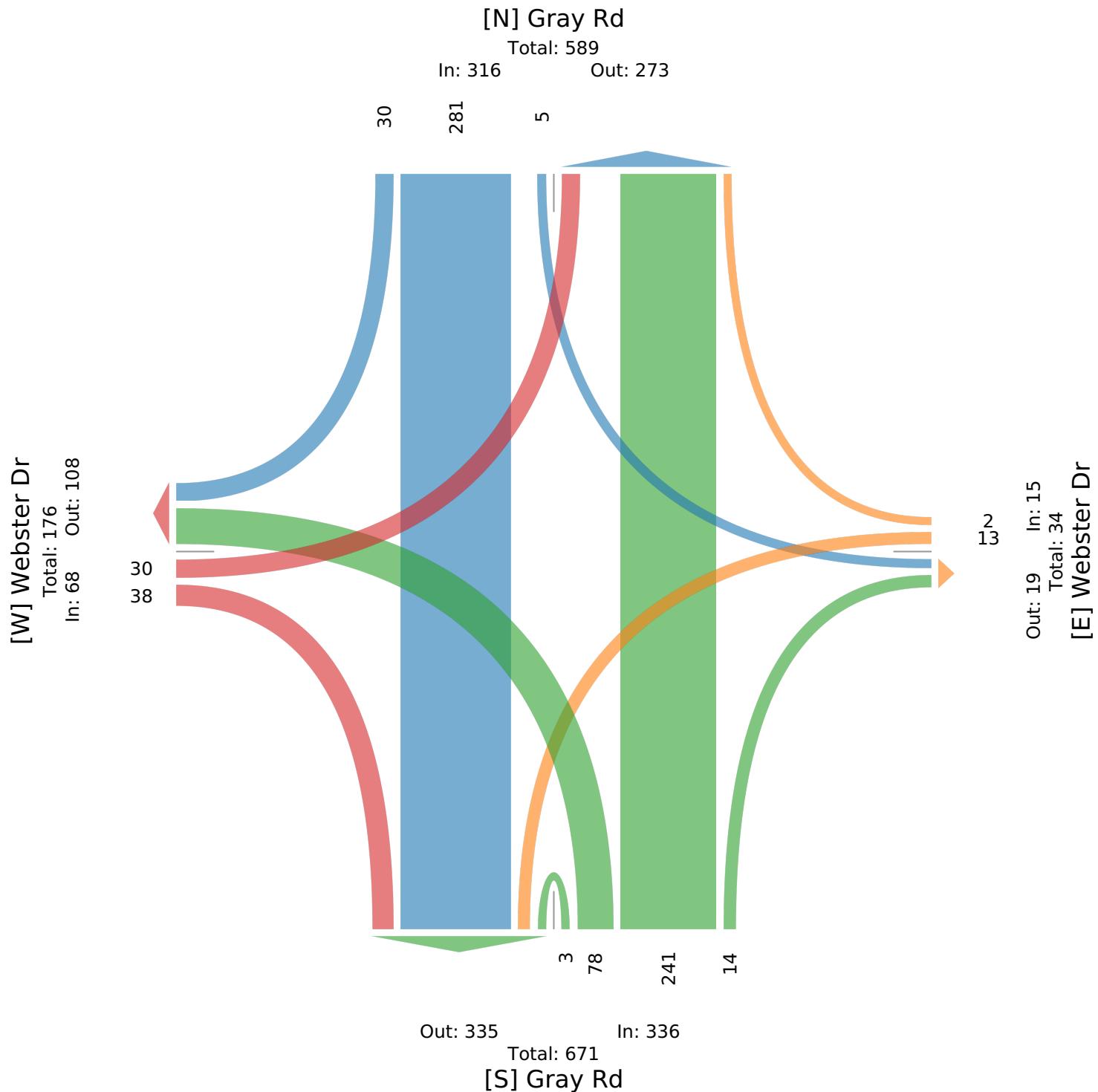
All Movements

ID: 1333194, Location: 40.002222, -86.089678

**GHA GEWALT HAMILTON  
ASSOCIATES, INC.**

Provided by: Gewalt Hamilton Associates Inc.

625 Forest Edge Drive, Vernon Hills, IL, 60061, US



Gray Road & Webster Drive - TMC

Wed Sep 17, 2025

PM Peak (4:45 PM - 5:45 PM) - Overall Peak Hour

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1333194, Location: 40.002222, -86.089678



Provided by: Gewalt Hamilton Associates Inc.

625 Forest Edge Drive, Vernon Hills, IL, 60061, US

Leg Direction	Webster Dr Eastbound					Webster Dr Westbound					Gray Rd Northbound					Gray Rd Southbound						
Time	L	T	R	U	App	L	T	R	U	App	L	T	R	U	App	L	T	R	U	App	Int	
2025-09-17 4:45PM	8	0	13	0	21	2	0	2	0	4	27	107	5	0	139	4	87	13	0	104	268	
5:00PM	9	0	22	0	31	1	0	0	0	1	33	98	0	0	131	1	99	7	0	107	270	
5:15PM	8	0	9	0	17	2	0	1	0	3	29	122	9	0	160	4	82	5	0	91	271	
5:30PM	7	0	9	0	16	4	0	2	0	6	20	117	2	1	140	1	87	7	0	95	257	
<b>Total</b>	32	0	53	0	85	9	0	5	0	14	109	444	16	1	570	10	355	32	0	397	1066	
<b>% Approach</b>	37.6%	0%	62.4%	0%	-	64.3%	0%	35.7%	0%	-	19.1%	77.9%	2.8%	0.2%	-	2.5%	89.4%	8.1%	0%	-	-	
<b>% Total</b>	3.0%	0%	5.0%	0%	<b>8.0%</b>	0.8%	0%	0.5%	0%	<b>1.3%</b>	10.2%	41.7%	1.5%	0.1%	<b>53.5%</b>	0.9%	33.3%	3.0%	0%	<b>37.2%</b>	-	
<b>PHF</b>	0.889	-	0.602	-	<b>-0.685</b>	0.563	-	0.625	-	<b>-0.583</b>	0.826	0.910	0.444	0.250	<b>0.891</b>	0.625	0.896	0.615	-	<b>0.928</b>	0.983	
<b>Lights</b>	32	0	53	0	85	9	0	5	0	14	109	438	16	1	564	10	352	32	0	394	1057	
<b>% Lights</b>	100%	0%	100%	0%	<b>100%</b>	100%	0%	100%	0%	<b>100%</b>	100%	98.6%	100%	100%	<b>98.9%</b>	100%	99.2%	100%	0%	<b>99.2%</b>	99.2%	
<b>Articulated Trucks and Single-Unit Trucks</b>	0	0	0	0	0	0	0	0	0	0	0	3	0	0	0	3	0	3	0	0	3	6
<b>% Articulated Trucks and Single-Unit Trucks</b>	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0.7%	0%	0%	0.5%	0%	0.8%	0%	0%	0.8%	0.6%	
<b>Buses</b>	0	0	0	0	0	0	0	0	0	0	0	3	0	0	0	3	0	0	0	0	0	3
<b>% Buses</b>	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0.7%	0%	0%	0.5%	0%	0%	0%	0%	0%	0.3%	

\* L: Left, R: Right, T: Thru, U: U-Turn

Gray Road & Webster Drive - TMC

Wed Sep 17, 2025

PM Peak (4:45 PM - 5:45 PM) - Overall Peak Hour

All Classes (Lights, Articulated Trucks and Single-Unit Trucks, Buses)

All Movements

ID: 1333194, Location: 40.002222, -86.089678

**GHA GEWALT HAMILTON  
ASSOCIATES, INC.**

Provided by: Gewalt Hamilton Associates Inc.

625 Forest Edge Drive, Vernon Hills, IL, 60061, US

[N] Gray Rd

Total: 878

In: 397

Out: 481



[W] Webster Dr  
Total: 226  
In: 85 Out: 141

[E] Webster Dr  
Out: 26 In: 14 Total: 40

[S] Gray Rd  
Out: 418 In: 570 Total: 988

Chris Lomax  
November 30, 2025

Comstock Charter Township Zone Commissions and Governing Boards  
6138 King Highway  
Kalamazoo, MI 49048

Re: 6787 E. H Avenue and 3615 N 28th Street  
Parcel numbers 07-05-480-025 & 07-05-480-015  
Conditional Rezoning Request from R-1A, Single Family to RM, Multiple-Family

Dear Board Members:

My name is Chris Lomax, and my family has been part of this neighborhood for over 55 years. More than 30 years ago, my father and mother purchased the 20-acre parcel commonly known as The Brill Property, located between East H Avenue and North 28th Street. Over those decades, we have paid the taxes, planted the evergreen trees that run parallel to the Country Meadows Drive homes, and we have cared for this land, with the hope that one day it would support new homes and new families in Comstock Charter Township.

Today, I am asking the Board approve the proposed rezoning of The Brill Property from single-family to multi-family residential, so that Redwood Living can build much-needed new housing in our community.

Growth That Is Responsible and Realistic

Under current zoning, this parcel supports 60 four-bedroom single-family homes — approximately 240 future residents, that will come along with 2–4 plus vehicles per household.

Redwood's proposal — 120 two-bedroom apartment homes — would serve approximately the same population (240 future residents) but with fewer vehicles per household, leading to lower traffic impact. Their three developments in the area have demonstrated:

- High-quality maintenance
- Professional management
- Strong community standards

Concerns Raised Are Township-Wide Issues — Not Project Issues

Some adjacent neighbors have voiced concerns about:

- Speeding on public roads
- Lack of sidewalks
- Pedestrian access to nearby parks

The aforementioned are existing municipal issues — and they should not prevent needed housing development. In fact, new development is precisely what allows townships to secure infrastructure improvements.

What the Aerial Photos Show (photos attached)

Aerial images clearly reveal that:

- No-trespassing signs were removed
- Trails and clearings have been created on my family's private property
- Debris has been dumped on our land
- Certain adjacent neighbors have been mowing and using my family's property as their own extension of their yards despite repeatedly posting No Trespassing signs
- Certain adjacent neighbors seem to be using the Brill property as their own unauthorized walking, dirt-biking, and motorcycling (see photos of the trails).

I understand why someone would not want to lose land they believe is theirs to enjoy — but enjoyment is not ownership. The Brill Property has never been a public park and no permission has ever been granted to access the private property. There are large public parks very near the development site (McLinden Nature Trails, Robert Morris Park, Bow in the Clouds Preserve, and Parks Foundation of Kalamazoo).

It Is Not About “No Housing” — It’s About “Not Behind My House”

At the November zoning meeting and on social media, a few neighbors stated openly that their opposition is based solely on how the project affects their view or their backyard. That is not a legitimate basis for zoning denial.

At the same November Zoning Board meeting, there were unfounded accusations and contradictions:

- that adjacent neighbors (participants at the board meeting) have made offers to purchase the land (a simple Google search shows that 3615 N 28th St, Kalamazoo, MI 49048 was listed For Sale on September 7, 2023 without any offers from any adjacent neighbors and the listing was removed on July 1, 2024)
- that the Brill property is open space that should be preserved for the enjoyment of the neighborhood; when in fact the Brill property is Private Property and NOT Public Property
- Redwood rents to college students, yet another neighbor said at the zoning meeting that the rent is too expensive (“...more than my mortgage...”).

Further, a protester who purchased her home in the middle of the planned development zone has been on the record with Kalamazoo WWMT News Channel 3 and on Facebook stating that the only reason she's opposed to this progressive development is because it affects her directly. The owner of this property has also posted no trespassing signs up and down her property line, with the clearly used trails starting just adjacent to her property line.

What a lovely place the Brill family's 30+ year tax money has provided the neighbors with! Who wouldn't be upset to now be losing this.

Not in their backyard but no problem on someone else's private property: at the last November zoning board meeting, a select few neighbors filed up one by one (multiple persons from the same

household) stating how they love the deer, their views, and open space, when in reality the aerial photos show what's been going on and why they may be so attached to the Brill property.

The question before the Board regarding affirmative approval of the conditional rezoning application should be a slam-dunk when the Board looks at the impact from the proposal facts and not the emotional not-in-my-backyard-commentary of a handful of neighbors of this parcel, already zoned for development.

Township boards should decide based on:

- Policy
- Master Plans
- Future growth need
- Fair and legal use of private property

Not personal preference of a few. I don't understand why an elected board that's represents all of Comstock Township is thanking Jessica Vetter, who owns 10 acres of property adjacent to the Brille Property with her own No Trespassing signs. (Please see attached News Channel 3 WWMT screen shot where Jessica Vetter of 6869 E. H Ave, (who spoke at the November zoning board meeting as did her husband Gary Vetter) states, "**The board thanked me for all I did, you are just being strange.**"

#### This Land Will Be Developed

Let me be perfectly clear: this property is already zoned for residential development. The question is not *if* it will be developed — but *how*.

We are offering a partnership that:

- Aligns with the Township's Vision Master Plan
- Meets modern housing demand
- Provides attainable and well-managed homes by a proven professional firm
- Does not significantly increase projected population outside of already approved zoning

If this rezoning is not approved, we will continue to pursue development options. My father's dream 35 years ago was for this land to welcome many families, not be reserved for the private enjoyment of a few neighboring yards.

#### A Request Rooted in Over 55 Years of Community

I respectfully ask the Board to evaluate this project on its merits, its alignment to Township priorities, and its benefits to future residents of Comstock Charter Township — not the emotional objections of a small group who have benefited from private land they do not own.

Thank you for your time, your service to the community, and your thoughtful consideration. I look forward to a positive outcome that supports the future of Comstock Charter Township, including the many single, retired, empty nesters, or newlyweds who need attainable, high-quality housing today.

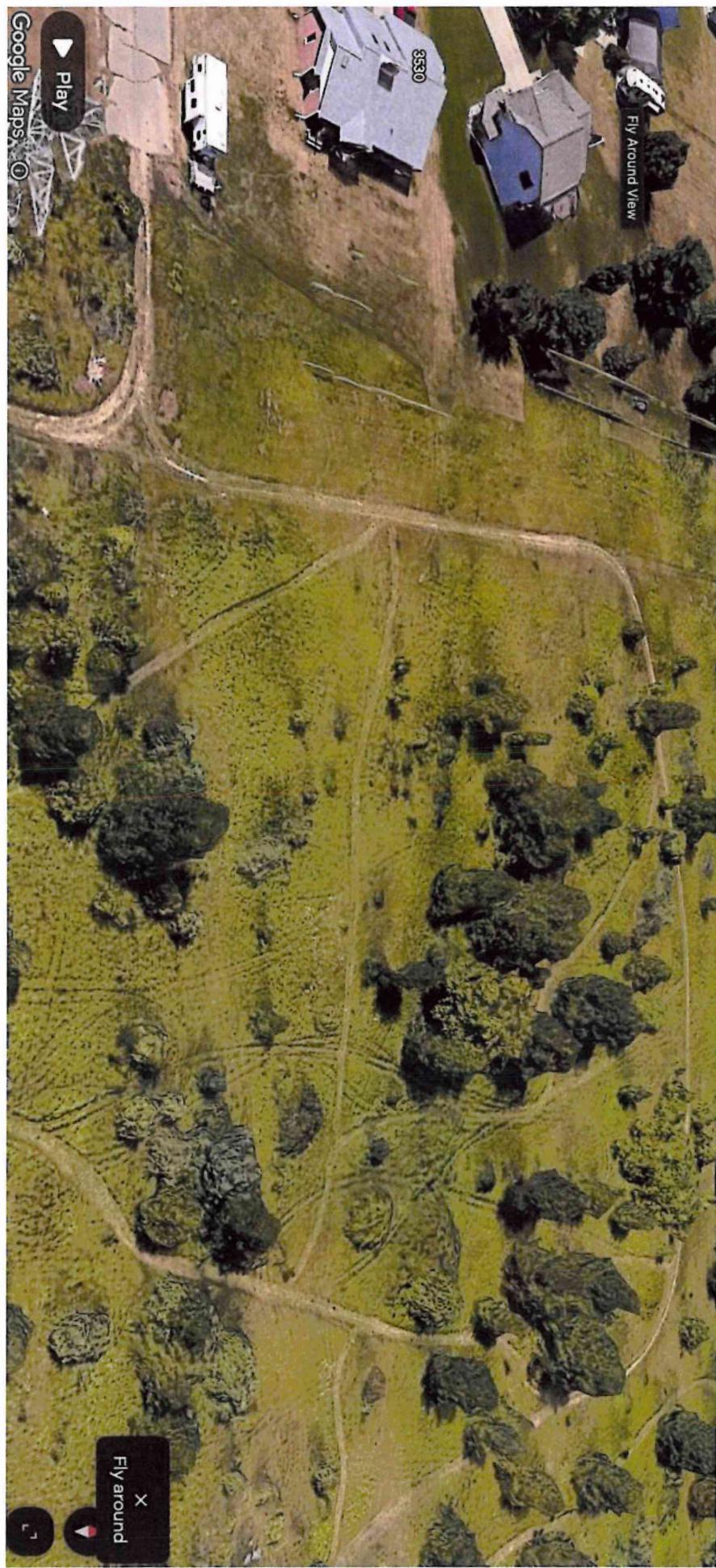
Sincerely,

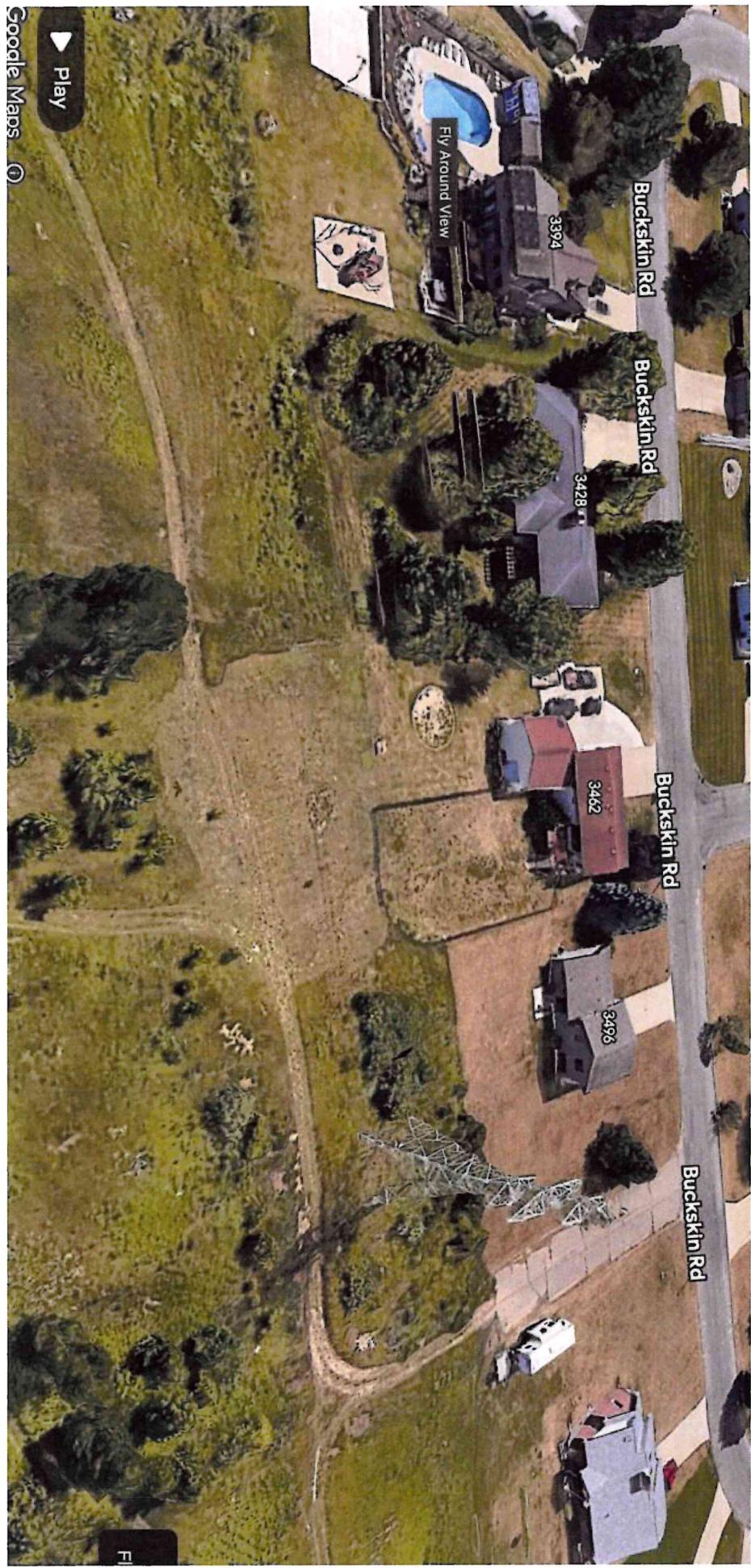
Chris Lomax

*Chris Lomax*

Attachments (4): 3 Aerial Photos (Showing Use of Private Property) & 1 Posting from WWMT







Josie Brill  
November 30, 2025

Comstock Charter Township Governing Boards & Zone Commissions  
6138 King Highway  
Kalamazoo, MI 49048

Re: 6787 E. H Avenue and 3615 N 28th Street  
Conditional Rezoning Request from R-1A, Single Family to RM, Multiple-Family

To the Members of the Comstock Charter Township Zoning/Planning & Governing Boards:

My name is Josie Brill. My husband and I moved to Comstock Township in 1967, and I have proudly called this community my home for more than 55 years. Over three decades ago, we purchased what is known today as the *Brill Property*—20 acres of land already zoned for development and full of hope for the future.

During those early years, my husband and I spent countless weekends caring for the land—planting trees, hauling gallon jugs of water in the back of our car to water them, and nurturing every sapling as if it were part of our family. This property became his pride and joy. He dreamed that one day it would grow into something meaningful for the next generation of families in Comstock Township.

That time has come.

I have had the opportunity to visit current Redwood communities and have been truly impressed with their high standards. Their neighborhoods are clean, beautifully landscaped, thoughtfully maintained, and built to provide comfort and community to the residents who call them home. In all the years I have owned this property, Redwood is the only developer I have ever chosen to work with—and that should speak volumes. Their three nearby developments have already shown proven success as wonderful additions to our area.

The current zoning would allow approximately 60 single-family homes, likely housing families with four or more people. Redwood's proposed community would provide 120 thoughtfully designed two-bedroom apartment homes, accommodating a similar number of residents—just in a modern way that aligns with the Township's vision for diverse housing options. Today's families, seniors, and professionals are looking for high-quality, low-maintenance living. Redwood will provide exactly that.

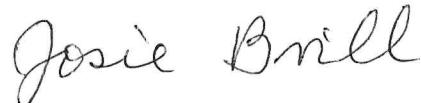
I know that some neighbors—who have grown accustomed to walking or playing on this privately owned property—are now worried about change. I understand comfort and the love of open spaces. But I also believe that private property rights should be respected, and that this land should finally be allowed to fulfill the purpose my husband and I long envisioned: a place where many families, not just a few, can enjoy and take pride in living here.

At 83 years old, I am asking you sincerely and respectfully to help me bring this dream forward—to honor the stewardship my husband and I put into this land for more than thirty years, and to support a development that contributes positively to the future of Comstock Township.

I kindly urge the Boards to approve this rezoning request and allow the Brill Property to become a welcoming community for new residents who will love this Township as much as I always have.

Thank you for your time, consideration, and service to our community.

With appreciation and respect,

A handwritten signature in black ink that reads "Josie Brill". The signature is fluid and cursive, with "Josie" on the top line and "Brill" on the bottom line.

Josie Brill  
Longtime Comstock Township Resident & Property Owner

To Members of Both the Comstock Township Zoning and Planning Commission and the Comstock Township Board,

We respectfully submit this letter to encourage the Township to evaluate the Redwood Comstock Township rezoning request based not on emotion or long-standing assumptions, but on facts, community need, and alignment with Comstock's long-term vision. We ask that the Township consider working collaboratively with Redwood to create a thoughtful plan for Comstock's future growth, one that reflects changing housing needs, while upholding the Township's values and planning goals.

The proposed rezoning for the approximately 20 acres at H Avenue and 28th Street is fully consistent with the Comstock "Vision 2025" Master Plan, which calls for expanding housing diversity, supporting a variety of residential types, and welcoming new multi-unit development where appropriate. The Plan specifically emphasizes the need for additional housing options such as duplexes, accessory dwelling units (ADUs), and multi-unit communities to meet the evolving needs of residents of all ages and income levels.

As seen throughout Comstock's history, new development often meets initial resistance simply because it represents change. When Meijer, Menards, and Walmart were proposed for Gull Road, they too faced petitions, concerns, and strong emotions. Yet each ultimately proved to be an asset, contributing to economic vitality, job creation, and the broader convenience and desirability of the Township.

Today, Kalamazoo County continues to face a significant housing shortage. Increasing residential density on appropriately located parcels is one of the most effective ways to ensure attainable housing for individuals and families who may not yet have the savings for a down payment or who do not require (or cannot maintain) a large single-family home. Redwood communities, in particular, provide high-quality, low-maintenance living options for seniors, working professionals, retirees, and families moving into the region, many of whom are seeking single-story homes, accessible layouts, or proximity to relatives in the area.

At the most recent Zoning Board meeting, neighbors along H Avenue and 28th Street voiced concerns that are commonly heard with nearly any proposed development: traffic, safety, school capacity, and utility demand. However, comparable Redwood developments in nearby communities (one less than 5 miles away from the proposed site) have demonstrated that these impacts are minimal and manageable. Police and fire calls, traffic generation, and school enrollment impacts are often far lower than assumed, particularly given Redwood's typical resident profile, which includes many adults and retirees rather than school-aged families.

It is also important to acknowledge that a small group of adjacent residents offered multiple public comments and petitions at the meeting, but their positions do not necessarily represent the broader interests of the entire Township. Denying zoning requests based predominantly on the preferences of a few households (especially when those households have benefited for decades from using privately owned land as de facto open space) sets a precedent that could hinder responsible growth across Comstock.

The current landowner has maintained this 20-acre parcel for over 30 years, paid taxes, and planted evergreen trees, even as “No Trespassing” signs were repeatedly removed. Over time, residents along Reynolds Street, Buckskin Road, and Country Meadows Drive grew accustomed to treating the land as a personal walking area, bike path, and, in some unfortunate cases, an unofficial “Comstock Transfer Station.” While their attachment is understandable, private enjoyment of another’s land cannot, and should not, preclude responsible development that benefits the full Township.

We believe several constructive options are available to the Township, including:

- Negotiating with Redwood to approve the rezoning while phasing development or adding conditions that enhance community benefit.
- Approving the rezoning with a requirement to include subsidized or workforce-housing units, thereby addressing housing affordability directly.

The location of this property makes it especially well-suited for residential development: it is near schools, shopping, Campbell Lake, McLinden Nature Trails, and other community amenities. Much-discussed pathway and trail connections

could also be incorporated along H Avenue, 28th Street, and 26th Street, improving pedestrian access and linking the Gull Road business district with neighborhoods, parks, and local schools.

We respectfully ask the Township to consider all of these facts and alternatives and to evaluate the rezoning request in a way that supports Comstock's long-term growth, livability, and economic stability.

Thank you for your thoughtful consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Lauren Lomax".

Lauren Lomax

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

**AMENDMENT TO THE CHARTER TOWNSHIP OF COMSTOCK  
ZONING MAP AND ORDINANCE  
TO REFLECT CONDITIONAL REZONING**

**ORDINANCE NO. \_\_\_\_\_**

**ADOPTED: \_\_\_\_\_**

**EFFECTIVE: \_\_\_\_\_**

An ordinance amending the Charter Township of Comstock Zoning Map and the zoning district boundaries as established thereof by Section 3.3 of the Charter Township of Comstock Zoning Ordinance to reflect a conditional rezoning agreement taking certain property from the R1-A Single-Family Residential Zoning District classification to the RM Multiple-Family Residential Zoning District classification; to repeal all ordinances or parts of ordinances in conflict herewith; and provide an effective date.

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

**ORDAINS:**

**SECTION I**

**AMENDMENT TO SECTION 3.3 "ZONING MAP"**

The Charter Township of Comstock Zoning Map and the zoning district boundaries established thereof by Section 3.3 of the Charter Township of Comstock Zoning Ordinance are hereby amended so as to conditionally rezone the following parcels from the R1-A Single-Family Residential Zoning District classification to the RM Multiple-Family Residential Zoning District classification:

6787 E H Ave within the Charter Township of Comstock, Kalamazoo County, Michigan legally described as

SEC 5-2-10 COM SE COR SEC 5 TH S 89DEG 50MIN 40SEC W 839.69 FT ALG S LI SD SEC TO POB TH CONT S 89DEG 50MIN 40SEC W 342.69 FT ALG S LI SD SEC TO E LI CONSUMERS POWER COMPANY ROW TH N 0DEG 1MIN 15SEC W 1302.72 FT ALG SD E LI OF CONSUMERS POWER CO ROW TH N 89DEG 50MIN 40SEC E 344.12 FT PAR WI S LI SD SEC TH S 0DEG 2MIN 32SEC W 1302.73 FT TO POB.

3615 N 28th St within the Charter Township of Comstock, Kalamazoo County, Michigan legally described as

SEC 5-2-10 COM SE COR SEC 5 TH N 0DEG 6MIN 18SEC E 1091.1 FT ALG E LI SD SEC TO POB TH CONT N 0DEG 6MIN 18SEC E 500.3 FT ALG E LI SD SEC TH N 89DEG 43MIN 56SEC W 1185.75 FT PAR S LI N1/2 NE1/4 SE1/4 SD SEC TO E LI CONSUMERS POWER CO ROW TH S 0DEG 0MIN 29SEC W 281.19 FT ALG SD E LI CONSUMERS POWER CO ROW & PAR WI W LI NE1/4 SE1/4 TO S LI NE1/4 SE1/4 SD SEC TH CONT S 0DEG 1MIN 15SEC E 16.23 FT ALG SD E LI ROW TH N 89DEG 50MIN 40SEC E 688.24 FT PAR S LI SD SEC TH S 0DEG 6MIN 18SEC W 211.63 FT TH N 89DEG 50MIN 40SEC E 497 FT TO POB.

Said rezoning is further conditioned on the mutual signing and recording of a certain document, entitled "Conditional Rezoning Agreement" for the above-described parcels and is subject to those conditions which are established within the document, an unofficial and unexecuted copy of which is attached hereto as Exhibit "A", said conditions to be fully incorporated as if restated herein.

## **SECTION II**

### **REPEAL OF CONFLICTING ORDINANCES AND EFFECTIVE DATE**

All ordinances and parts of ordinances in conflict herewith are repealed. This ordinance takes effect 8 days following publication of notice of its adoption pursuant to Michigan Public Act 110 of 2006, as amended.

**CHARTER TOWNSHIP OF COMSTOCK**  
Kalamazoo County, Michigan

## **CONDITIONAL REZONING AGREEMENT**

THIS CONDITIONAL REZONING AGREEMENT, dated \_\_\_\_\_, 2026 (“Agreement”), is between REDWOOD USA, LLC, an Ohio limited liability company, whose address is 7007 East Pleasant Valley Road, Independence, Ohio 44131 (“Redwood”) and the CHARTER TOWNSHIP OF COMSTOCK, a Michigan Municipal Corporation whose address is 5858 King Highway, Kalamazoo, Michigan 49048 (“Township”) and is as follows:

### **RECITALS**

A. Redwood will be the owner of certain real properties fully described as follows (the “Property”):

6787 E H Ave within the Charter Township of Comstock, Kalamazoo County, Michigan legally described as

SEC 5-2-10 COM SE COR SEC 5 TH S 89DEG 50MIN 40SEC W 839.69 FT ALG S LI SD SEC TO POB TH CONT S 89DEG 50MIN 40SEC W 342.69 FT ALG S LI SD SEC TO E LI CONSUMERS POWER COMPANY ROW TH N 0DEG 1MIN 15SEC W 1302.72 FT ALG SD E LI OF CONSUMERS POWER CO ROW TH N 89DEG 50MIN 40SEC E 344.12 FT PAR WI S LI SD SEC TH S 0DEG 2MIN 32SEC W 1302.73 FT TO POB.

3615 N 28th St within the Charter Township of Comstock, Kalamazoo County, Michigan legally described as

SEC 5-2-10 COM SE COR SEC 5 TH N 0DEG 6MIN 18SEC E 1091.1 FT ALG E LI SD SEC TO POB TH CONT N 0DEG 6MIN 18SEC E 500.3 FT ALG E LI SD SEC TH N 89DEG 43MIN 56SEC W 1185.75 FT PAR S LI N1/2 NE1/4 SE1/4 SD SEC TO E LI CONSUMERS POWER CO ROW TH S 0DEG 0MIN 29SEC W 281.19 FT ALG SD E LI CONSUMERS POWER CO ROW & PAR WI W LI NE1/4 SE1/4 TO S LI NE1/4 SE1/4 SD SEC TH CONT S 0DEG 1MIN 15SEC E 16.23 FT ALG SD E LI ROW TH N 89DEG 50MIN 40SEC E 688.24 FT PAR S LI SD SEC TH S 0DEG 6MIN 18SEC W 211.63 FT TH N 89DEG 50MIN 40SEC E 497 FT TO POB.

B. Redwood has requested that the Property be rezoned from the R1-A Single-Family Residential Zoning District classification to the RM Multiple-Family Residential Zoning District classification and as permitted by Public Act No. 110 of 2006, as amended, Redwood has voluntarily offered in writing to the Township certain conditions to be placed on the Property if the rezoning is approved.

### AGREEMENT

NOW, THEREFORE, in consideration of the promises and covenants set forth in this Agreement, the Township and Redwood agree that if the Property is rezoned to the RM Multiple-Family Residential Zoning District classification, the following conditions will apply to the Property:

1. Limiting Permitted Uses – The future use of the Property shall be limited to only residential “Multiple Dwelling Units” under the RM Zoning District, along with the typical ancillary accessory and related uses and buildings such as leasing offices, maintenance garages, detached accessory garages, mail kiosks, and models. All other permitted uses and special uses in the RM Zoning District will be prohibited.
2. Building height limitation – At least 80% of the buildings approved on the site shall be a single story (with a maximum height of 16 feet as defined in the ordinance), the remaining 20% of the units may include two-story townhouse units with the primary bedroom being on the first floor (with a maximum height of 24 feet as defined in the ordinance). This condition is a limitation on development because the Zoning Ordinance allows buildings to be 40 feet high and up to three stories in the RM Zoning District for a multiple-family dwelling.
3. Density limitation – Density shall not exceed 5.9 apartment units (each a “Unit”) per acre, which is a lower density than allowed. This condition is a limitation on development because the Zoning Ordinance allows 11.3 Units per acre in the RM Zoning District for two bedroom dwelling Units.
4. Building length limitation - No building shall exceed 196 feet in length. This condition is a limitation on development because the Zoning Ordinance allows a building length of 225 feet.
5. Floor area per unit minimum – One-bedroom units will have at least 800 square feet of floor area, and two+ bedroom units will have at least 1,200 square feet of floor area. This is a limitation on development because the Zoning Ordinance allows 580 square feet per one-bedroom dwelling Unit, 720 square feet of floor area per two-bedroom dwelling Unit, and 960 square feet per three or more bedroom dwelling Unit.
6. Ownership – The Property may be built (and thus divided) in up to two phases, however, each phase will not be subdivided, and each phase will be owned by a single entity, provided, however, each phase may be owned by a different entity. This condition is a limitation on development because the Zoning Ordinance allows multiple owners.

7. Private Access Aisles – All access aisles on the Property shall be private. This condition alleviates the potential for any additional taxpayer burden to maintain and repair the access aisles in the Project.
8. The conditional rezoning application is conditioned upon Redwood consummating its purchase of the Property.
9. Setback Commitment: Redwood will meet or exceed R1-A setbacks (front yard 30 ft, rear yard 35 ft, side yards 10 ft/5 ft) instead of typical multifamily setbacks.
10. No Direct Road Connections: Commitment to prohibit a connection to adjacent subdivisions to prevent cut through traffic.
11. After rezoning, and subject to the terms of this Agreement, the Property will be developed pursuant to the Charter Township of Comstock ordinances and all other pertinent laws.
12. If Redwood does not become the owner of the Property and commence construction within 2 years after the effective date of the ordinance rezoning the Property, then this Agreement will terminate and the Property shall revert to the original R1-A Zoning District Classification. Commencement of construction means the date a Soil Erosion Sedimentation Control Permit is obtained from Kalamazoo County and on-site work begins.

13. This Agreement shall be governed by the following miscellaneous provisions:

- A. A copy of this Agreement shall be recorded with the Kalamazoo County Register of Deeds, but only on or after the date Redwood acquires the Property.
- B. This Agreement shall be binding upon the Township and Redwood, shall run with the Property and be binding on any successor owners of the Property.
- C. This Agreement does not authorize any violation of Township Ordinances and any failure to comply with this Agreement shall constitute a violation of the Township Zoning Ordinance.
- D. This is the entire Agreement between the parties with respect to its subject matter. It supersedes and replaces all other agreements, whether express or implied, written or verbal. There are no other agreements. Each party had the advice of legal counsel and was able to participate in its creation, so it shall be construed as mutually drafted. The captions are for convenience only. However, the recitals are deemed an integral part of this Agreement. More than one copy may be signed, but it shall constitute only one Agreement. It was drafted in Kalamazoo County, Michigan and is to be interpreted in accordance with Michigan law. The interpretation of this Agreement shall not be affected by any course of dealing between the parties.
- E. All notices shall be complete when delivered to Redwood and Township at the addresses given above or such other address as a party shall be provided to the

parties hereto or at which said person shall request by notice. It may be made by personal delivery or express courier such as FedEx. Delivery shall be deemed complete when actually received.

F. This Agreement may only be amended in writing, signed by all parties, and must be recorded with the Kalamazoo County Register of Deeds in order to become effective.

REDWOOD USA, LLC

By: \_\_\_\_\_

\*

Its: \_\_\_\_\_

STATE OF MICHIGAN )  
                          )  
COUNTY OF KALAMAZOO )

Before me, a Notary Public in and for said County and State, personally appeared \_\_\_\_\_ on behalf of REDWOOD USA, LLC who acknowledged authorization and the execution of the foregoing Conditional Rezoning Agreement.

\_\_\_\_\_, Notary Public  
\_\_\_\_\_, County, Michigan

My Commission Expires: \_\_\_\_\_

Acting in \_\_\_\_\_ County

CHARTER TOWNSHIP OF COMSTOCK

By: \_\_\_\_\_  
      Benjamin Martin  
Its: Supervisor

By: \_\_\_\_\_  
Nicole Beauchamp  
Its: Clerk

STATE OF MICHIGAN )  
COUNTY OF KALAMAZOO )

Before me, a Notary Public in and for said County and State, personally appeared Benjamin Martin and Nicole Beauchamp, the Supervisor and Clerk of the Charter Township of Comstock respectively, who acknowledged authorization and the execution of the foregoing Conditional Rezoning Agreement.

\_\_\_\_\_, Notary Public  
\_\_\_\_\_, County, Michigan

My Commission Expires: \_\_\_\_\_

Acting in County

Drafted by and when recorded return to:  
Robert E. Thell

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



Charter Township of  
**Comstock**

# MEMO

**Charter Township of Comstock Township Board**  
**January 5, 2026**

**From:** **Sandy Bloomfield, Treasurer**

**Re:** **Discussion and Possible Adoption of Purchasing Policy and Standard Terms and Conditions**

This policy establishes clear procurement thresholds, competitive bidding procedures, detailed guidelines for professional services selection, and standard contract terms to ensure transparency, fiscal responsibility, and compliance with applicable laws.

**Attachments:**

[Comstock Charter Township Purchasing Policy and Standard Terms and Conditions - DRAFT copy copy.pdf](#)

# Comstock Charter Township Purchasing Policy and Standard Terms and Conditions - DRAFT

Adopted: [Date to be inserted by Township Board]

Effective: [Date to be inserted]

This policy applies to all procurement activities of Comstock Charter Township.

## **Scope**

These Purchasing Policies and Procedures apply to all employees, appointed members of Township Boards and Commissions, and elected officials of Comstock Charter Township. All prior resolutions, ordinances, and policies in conflict with these Purchasing Policies and Procedures are hereby rescinded upon adoption by the Township Board.

## **Purpose**

Cost containment and effective use of all Township resources is a top priority for Comstock Charter Township. This document states Township policy regarding procurement of supplies, equipment, and services; establishes procedures to support fiscal responsibility and an audit trail for good internal controls; and outlines ethical standards for the conduct of both employees and vendors who seek to do business with the Township.

## **Responsibilities**

The Township Board is responsible for establishing and approving this Policy. Department Heads and authorized approvers are responsible for understanding and applying this Policy.

The Township is responsible for reimbursing vendors for necessary goods and services in a reasonable amount of time.

The Township reserves the right to deny payment to vendors for expenses that are not in compliance with this Policy.

Employees who do not comply with this Policy are subject to disciplinary action. It is imperative that all Township employees authorized to make purchases on behalf of the Township fully understand these Purchasing Policies and Procedures before incurring expenses.

## **Ethical Conduct**

Any attempt to realize personal gain through public procurement by conduct inconsistent with the proper discharge of the employee's duties is a breach of public trust. Full compliance with the Township's Ethics Policy (if existing) and the standards below is mandated:

No employee, officer, or agent shall participate in the selection, award, or administration of a contract if a real or apparent conflict of interest exists. Employees shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to subcontracts. Vendors are expected to conduct business ethically and report any suspected violations to the Township Supervisor.

### **I. Procurement Methods and Thresholds**

All purchases and contracts for goods, services, equipment, and public improvements by Comstock Charter Township shall follow these procedures based on the estimated total cost (excluding taxes):

Estimated Amount	Required Procedure	Approval Required
\$0 – \$1,000	Informal purchase; best value; multiple quotes encouraged	Department Head or Designee
\$1,001 – \$5,000	Minimum of three (3) written or documented telephone quotes	Township Supervisor or Superintendent
Over \$5,000	Formal sealed bids (IFB) or Request for Proposals (RFP); public advertisement required	Township Board
Professional Services (e.g., legal, engineering, architectural)	Request for Qualifications (RFQ) or Proposals (RFP) preferred; selection may consider factors beyond price	Township Board (if over applicable threshold)

Emergency purchases (immediate threat to public health, safety, welfare, or property) may bypass competitive requirements with subsequent ratification by the Township Board at its next meeting.

Cooperative purchasing programs (e.g., MiDEAL, county contracts, or other intergovernmental agreements) may be utilized when advantageous and in the best interest of the Township.

## **Bid advertisement and Communication**

Formal bids and RFPs shall be publicly advertised on the Township website and may be posted on third-party platforms (e.g., MITN). A dedicated Township email address shall be designated and published for the submission of informal quotes, vendor questions, clarifications, and bid-related correspondence. The current designated email address will be listed on all bid documents and the Township website.

The Township reserves the right to reject any or all bids/quotes and to waive minor irregularities.

## **Professional Services Procurement Guidelines**

Townships are not required to competitively bid professional services but may use a Request for Qualifications (RFQ) or Request for Proposals (RFP) process to ensure best value and comparability. When issuing an RFQ or RFP, the Township should require respondents to provide:

- The firm's experience with municipal/township governments
- Specific experience relevant to the required services or project
- Names, credentials, and references of individuals assigned to the Township
- Required certifications or professional memberships
- Disclosure of potential conflicts of interest (e.g., property ownership in the Township, business interests, or clients with adverse interests)
- Billing rates for services outside any retainer (e.g., hourly rates, per diem for meetings)
- Policy on reimbursement for expenses (e.g., travel, mileage, copying)

The RFQ/RFP should clearly specify:

- Required services and whether included in a retainer
- Contract length
- Expected attendance at meetings (number per year)
- Anticipated consultation volume and activity levels
- Authorized Township officials for directing services
- Location for performing work (note: records created are Township property and subject to the Freedom of Information Act)

If advertised, the RFQ/RFP and any notice shall include the job description, qualifications, compensation range (if applicable), application process, and a non-discrimination statement. The Township reserves the right to reject any and all proposals.

The Township may consider all qualifications (not solely lowest cost) in selection and is encouraged to hold pre-proposal conferences for clarification.

For any Request for Proposals (RFP), the Township shall require respondents to certify that they are not an “Iran linked business” as defined in the Iran Economic Sanctions Act, MCL 129.311 et seq.

(The following sections are the Standard Terms and Conditions that apply to all formal bids, contracts, and purchase orders of Comstock Charter Township.)

## **II. Award of Contract**

This contract will be awarded to that responsible bidder whose bid, conforming to this solicitation, will be most advantageous to the Township, price and other factors considered. The Township reserves the right to accept or reject any or all bids and waive informalities and minor irregularities in bids received. Other factors include, as an example but not limited to, delivery time, conformance to specifications, incidental costs such as demurrage and deposits, etc. Notification of award will be in writing by the Township Supervisor (or designee). Upon notification, the Contractor shall submit to the Township all required insurance certificates (if required) and such other documentation as may be requested or required hereunder. Upon their receipt and subsequent approval by the Township, the Township Supervisor (or designee) will forward to the Contractor a written NOTICE TO PROCEED. Work shall NOT be started until such NOTICE TO PROCEED is received by the Contractor.

Unilateral changes in bid prices by the bidder shall not be allowed. However, the Township, at its sole option, reserves the right to negotiate with bidders in the event of, but not limited to:

- No bids received
- A single bid received
- Prices quoted or bid are over budget and/or unreasonable

## **III. Complete Contract**

This bid document together with its addenda, amendments, attachments, and modifications, when executed, becomes the complete contract between the parties hereto,

and no verbal or oral promises or representations made in conjunction with the negotiation of this contract shall be binding on either party.

#### **IV. Subcontractors - Non-Assignment**

Bidders shall state in writing any and all sub-contractors to be associated with this bid, including the type of work to be performed. The Contractor hereby agrees and understands that the contract resulting from this solicitation shall not be transferred, assigned, or sublet without prior written consent of Comstock Charter Township.

#### **V. Taxes**

Comstock Charter Township is exempt from all federal excise tax and state sales and use taxes.

#### **VI. Invoicing**

All original invoice(s) will be sent via email to the designated accounts payable email, or by mail to:

Charter Township of Comstock  
Attn: Finance Department/Clerk's Office  
P.O. Box 449  
Comstock, MI 49041

The Finance Department/Clerk processes payments after receipt of an original invoice from the Contractor and approval by the department. Comstock Charter Township's policy is to pay invoices within 30 days from receipt of the original invoice if the services or supplies are satisfactory and the proper paperwork and procedures have been followed. In order to guarantee payment to the vendor on a timely basis, the vendor needs to receive a purchase order number before supplying Comstock Charter Township with goods or services. All original, and copies of original invoice(s), will clearly state which purchase order they are being billed against. Comstock Charter Township is a government municipality and therefore is tax-exempt from all sales tax. The vendor is responsible for supplying the Finance Department/Clerk with a copy of their W9 if they are providing a service to Comstock Charter Township.

#### **VII. Payments**

Unless otherwise specified by the Township in this contract, the Contractor will be paid in not more than thirty (30) days after receipt of a properly executed invoice, the sum stipulated herein for supplies delivered and accepted, or service rendered and accepted.

Payments are processed by the Finance Department/Clerk after receipt of an original invoice from the Contractor and approval by the department.

### **VIII. Changes and/or Contract Modifications**

The Township reserves the right to increase or decrease quantities, service, or requirements, or make any changes necessary at any time during the term of this contract, or any negotiated extension thereof, provided such changes are within the general scope of the original contract. Price adjustments due to any of the foregoing changes shall be negotiated and mutually agreed upon by the Contractor and the Township.

Changes of any nature after contract award which reflect an increase or decrease in requirements or costs shall not be permitted without prior approval by the Township Supervisor (or designee). Township Board approval may also be required.

**ANY CHANGES PERFORMED IN ADVANCE OF TOWNSHIP SUPERVISOR (OR DESIGNEE) APPROVAL MAY BE SUBJECT TO DENIAL AND NON-PAYMENT.**

### **IX. Laws, Ordinances, and Regulations**

The Contractor shall keep himself/herself fully informed of all local, state, and federal laws, ordinances and regulations in any manner affecting those engaged or employed in the work and the equipment used. Contractor and/or employees shall, at all times, serve and comply with such laws, ordinances, and regulations. Any permits, licenses, certificates, or fees required for the performance of the work shall be obtained and paid for by the Contractor. This contract shall be governed by the laws of the State of Michigan.

### **X. Right to Audit**

The Township or its designee shall be entitled to audit all the Contractor's records, and shall be allowed to interview any of the Contractor's employees, throughout the term of this contract and for a period of three years after final payment or longer if required by law to the extent necessary to adequately permit evaluation and verification of:

- Contractor compliance with contract requirements
- Compliance with provisions for pricing change orders, invoices or claims submitted by the Contractor or any of his payees

### **XI. Hold Harmless**

If the negligent acts or omissions of the Contractor/Vendor or its employees, agents or officers, cause injury to person or property, the Contractor/Vendor shall indemnify and

save harmless Comstock Charter Township, its agents, officials, and employees against all claims, judgments, losses, damages, demands, and payments of any kind to persons or property to the extent occasioned from any claim or demand arising therefrom.

## **XII. Insurance Requirements**

The Contractor shall procure and maintain, during the life of this contract, insurance coverage as specified in the bid/RFP documents or as required by the Township based on the nature of the work. At minimum, for contracts involving physical work, labor, or potential liability:

- Workers' Compensation Insurance (including Employers' Liability) in accordance with all applicable Michigan statutes.
- Commercial General Liability Insurance with limits of at least \$1,000,000 per occurrence/\$2,000,000 aggregate (higher limits may be required for higher-risk projects).
- Automobile Liability Insurance (if vehicles are used) with combined single limits of at least \$1,000,000.
- Professional Liability Insurance (if applicable, e.g., engineering, legal, architectural services) with limits appropriate to the services.

All coverage shall:

- Be with insurers licensed in Michigan and acceptable to the Township
- Name Comstock Charter Township as an additional insured (on general liability and auto policies, where applicable)
- Provide that the Township receives 30 days' notice of cancellation or material change

The Contractor shall require all subcontractors to procure and maintain equivalent insurance coverage (including workers' compensation where applicable). The Contractor shall obtain and furnish certificates of insurance from all subcontractors prior to their commencing work, or provide evidence that subcontractors are covered under the Contractor's policies. The Contractor shall be responsible for ensuring subcontractor compliance and shall indemnify the Township for any claims arising from subcontractor non-compliance.

The Contractor shall furnish certificates of insurance to the Township prior to commencing work and upon request.

Failure to maintain required insurance may result in default, termination, or withholding of payment.

### **XIII. Default**

The Township may at any time, by written notice to the Contractor, terminate this contract and the Contractor's right to proceed with the work, for just cause, which shall include, but is not limited to the following:

- Failure to provide insurance and bonds (when called for), in the exact amounts and within the time specified or any extension thereof
- Failure to make delivery of the supplies, or to perform the services within the time specified herein, or any extension thereof
- The unauthorized substitution of articles for those bid and specified
- Failure to make progress if such failure endangers performance of the contract in accordance with its terms
- Failure to perform in compliance with any provision of the contract.

### **Standard of Performance**

Contractor guarantees the performance of the commodities, goods or services rendered herein in accordance with the accepted standards of the industry or industries concerned herein, except that if this specification calls for higher standards, then such higher standards shall be provided. Upon notice by the Township of Contractor's failure to comply with such standards or to otherwise be in default of this contract in any manner following the Notice to Proceed, Contractor shall immediately remedy said defective performance in a manner acceptable to the Township. Should Contractor fail to immediately correct said defective performance, said failure shall be considered a breach of this contract and grounds for termination of the same by the Township. In the event of any breach of this contract by Contractor, Contractor shall pay any cost to the Township caused by said breach including but not limited to the replacement cost of such goods or services with another Contractor. The Township reserves the right to withhold any or all payments until any defects in performance have been satisfactorily corrected. In the event the Contractor is in breach of this contract in any manner, and such breach has not been satisfactorily corrected, the Township may bar the Contractor from being awarded any future Township contracts.

All remedies available to the Township herein are cumulative and the election of one remedy by the Township shall not be a waiver of any other remedy available to the Township either listed in this contract or available by operation of law.

### **XIV. Termination of Contract**

The Township may, at any time and without cause, suspend the work of this contract for a period of not more than ninety days after providing notice in writing to the Contractor. The Contractor shall be allowed an adjustment in the contract price or an extension of the

contract times, or both, directly attributable to the suspension if Contractor makes an approved claim.

The Township may, without prejudice to any other right or remedy of the Township, and with or without cause, terminate the contract by giving seven days written notice to the Contractor. In such case the Contractor shall be paid, without duplication, for the following items:

- Completed and acceptable work executed in accordance with the contract documents prior to the effective date of termination, including fair and reasonable sums for overhead and profit on such work
- Expenses sustained prior to the effective date of termination in performing services and furnishing labor, materials or equipment as required by the contract documents in connection with uncompleted work, plus fair and reasonable sums for overhead and profit on such expenses
- All documented claims, costs, losses, and damages incurred in settlement of terminated contracts with Subcontractors, Suppliers, and others
- Reasonable expenses directly attributable to termination.

The Contractor shall not be paid on account of loss of anticipated profits or revenue or other economic loss arising out of or resulting from such termination.

## **XV. Independent Contractor**

At all times, the Contractor, any of his/her employees, or his/her sub-contractors and their subsequent employees shall be considered independent contractors and not as Township employees. The Contractor shall exercise all supervisory control and general control over all workers' duties, payment of wages to Contractor's employees and the right to hire, fire and discipline their employees and workers. As an independent contractor, payment under this contract shall not be subject to any withholding for tax, social security, or other purposes, nor shall the Contractor or his/her employees be entitled to sick leave, pension benefit, vacation, medical benefits, life insurance or workers' unemployment compensation or the like.

## **XVI. Meetings**

The Contractor and/or Project Supervisor shall be available to meet with the Department Head or designated Project Manager at a mutually agreeable time to discuss problems, issues or concerns relative to the contract. Either party may call a meeting at any time. When such a request for a meeting is made, the meeting date shall, in no case exceed five (5) working days after the request; and, if in the sole opinion of the Department Head, the severity of the circumstance warrants, no more than one (1) working day.

## **XVII. Inspection of Work Site**

Before submitting bids or quotes for work, the Contractor shall be responsible for examining the work site and satisfying himself/herself as to the existing conditions under which he/she will be obligated to operate, or that in any way affects the work under this contract. No allowance shall be made subsequently, on behalf of the Contractor, for any negligence on his/her part.

## **XVIII. Contract Period, Extensions, Cancellation**

The contract shall be in effect for the term stated in the specifications.

The Township may opt to extend this contract upon mutual agreement of both parties. The number of extensions shall be limited to that stated in the specifications. The Township may, from time to time, find it necessary to continue this contract on a month-to-month basis only, not to exceed a six (6) month period. Such month-to-month extended periods shall be by mutual agreement of both parties, with all provisions of the original contract or any extension thereof remaining in full force and effect.

All contracts, extensions and cost increases are subject to availability of funds and the approval of the Township Board (if required).

The Township reserves the right to cancel the contract due to non-appropriation of funds by the Township with thirty (30) days written notice.

Either party may terminate the contract (or any extension thereof) without cause at the end of any twelve (12) month term by giving written notice of such intent at least 60 days prior to the end of said twelve (12) month term.

All notices are in effect commencing with the date of mailing. Written notices may be delivered in person or sent by First Class mail; emailed to the last known address. If cancellation is for default of contract due to non-performance, the contract may be canceled at any time (see Section XIII, DEFAULT).



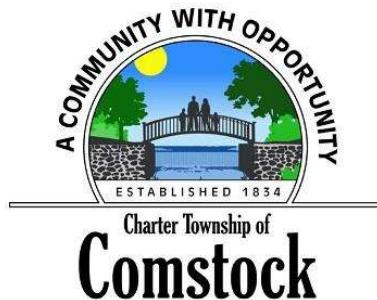
Charter Township of  
**Comstock**

# **MEMO**

**Charter Township of Comstock Township Board**  
**January 5, 2026**

**From:** Trustee Bob Pratt, Trustee  
**Re:** Circuit Court Ruling Discussion

Presented by Trustee Pratt



# **MEMO**

**Charter Township of Comstock Township Board**  
**January 5, 2026**

**From:** **Supervisor Ben Martin, Supervisor**  
**Re:** **DDA Appointments**

Recommending the following appointments to the DDA:

1. Jeffrey Townsend
2. Evan Kowalski
3. Larry Rabbit



Charter Township of  
**Comstock**

# **MEMO**

**Charter Township of Comstock Township Board**  
**January 5, 2026**

**From:** **Supervisor Ben Martin, Supervisor**

**Re:** **Planning Commission Appointments**

Recommending the following appointments to the Planning Commission

1. Larry Nichols
2. Amber Lawrence
3. Joseph Weintraub



Charter Township of  
**Comstock**

# **MEMO**

**Charter Township of Comstock Township Board**  
**January 5, 2026**

**From:** **Supervisor Ben Martin, Supervisor**

**Re:** **Emergency Siren Discussion**



Charter Township of  
**Comstock**

# MEMO

**Charter Township of Comstock Township Board**  
**January 5, 2026**

**From:** **Scott Hess, Superintendent**

**Re:** **2026 Sheriff Contract**

Motion to renew 2026 Police Protection Agreement with Kalamazoo County Sheriff's Department.

**Attachments:**

[doc00514920251230084022.pdf](#)

[Comstock Twp Police Protection Extension 2026-KC-Edits.pdf](#)

[Exhibit 1 \(2026 Pay Scale\).pdf](#)

[Exhibit 2 - Future Billing Letter.pdf](#)



## KALAMAZOO COUNTY SHERIFF'S OFFICE

RICHARD C. FULLER III, Sheriff  
MICHELLE GREENLEE, Undersheriff

1500 Lamont Ave • Kalamazoo, Michigan 49048 • Phone 269-383-8821 • Fax 269-385-6162

December 16, 2025

Superintendent Scott Hess  
Comstock Township  
PO Box 449  
Comstock, MI 49041

RE: Police Protection Agreement

Superintendent Hess,

I wanted to let you know that I intend to propose a one-year extension of the current police services contract with Comstock Township, keeping all conditions at their 2025 status quo. The proposed 2026 contract will not include the previously suggested 5% administrative fee for indirect costs, nor any fees related to vehicle replacement.

As you know, we received direction from County Administration and the updated contract templates very late in the year—at a time when townships, including Comstock, were already finalizing their 2026 budgets. I recognize that introducing significant cost or structural changes under those circumstances would be extraordinarily difficult.

With that in mind, I intend to move forward in good faith by maintaining the existing structure for 2026 while continuing our conversations throughout the year. I would welcome the opportunity to work closely with you and your office to develop a mutually beneficial approach for incorporating direct costs, such as vehicle replacement, in future years.

Once I have the draft finalized, I will forward it to you for your review and any feedback before it goes to the Board.

Respectfully,

Richard C. Fuller III, Sheriff

**EXTENSION OF  
POLICE PROTECTION AGREEMENT  
BETWEEN  
THE KALAMAZOO COUNTY SHERIFF'S OFFICE AND  
TOWNSHIP OF COMSTOCK  
(2026)**

**THIS EXTENSION AGREEMENT** (“Extension”) dated as of January 1, 2026, (the “Effective Date”), by and between the County of Kalamazoo, a municipal corporation and political subdivision of the State of Michigan, on behalf of the Kalamazoo County Sheriff’s office (the “Sheriff”), and the Township of Comstock, a Michigan municipal corporation (the “Township”), collectively known as the “Parties, extends and amends the Police Protection Agreement entered into between the Parties on November 16, 2021.

**WHEREAS**, the Parties entered into a contract on November 16, 2021, whereby the Sheriff agreed to provide police services for the Township for the period of January 1, 2025, through December 31, 2025 (the “Original Contract”); and

**WHEREAS**, the Parties hereby agree to extend the term of the services provided for the period of January 1, 2026, through December 31, 2026.

**NOW, THEREFORE**, in consideration of the mutual covenants contained herein, the Parties mutually covenant and agree as follows:

1. The Original Contract is hereby extended for an additional one-year period, which will begin on January 1, 2026, immediately upon the expiration of the current extension. and will end on December 31, 2026.
2. Paragraph 5 of the Original Contract shall remain in effect, except as modified herein, and shall govern notice and timing for any request to negotiate a successor agreement.
3. This Extension is intentionally limited to a one-year term, from January 1, 2026, through December 31, 2026, and is intended to serve as a transitional period to allow the Township adequate time to plan and budget for anticipated increases in the cost of providing police protection services.

The Parties acknowledge that, historically, Kalamazoo County has absorbed certain direct and indirect costs associated with providing police protection services to the Township. The Parties further acknowledge that such costs are appropriately borne by the benefiting municipality and that continued cost absorption by the County is not sustainable over the long term.

Accordingly, during calendar year 2026, the Sheriff’s Office and the Township agree to work collaboratively and in good faith to evaluate service levels, staffing, equipment, and other cost drivers, and to negotiate a successor police protection agreement that more accurately reflects the full and actual cost of providing such services, including but not limited to personnel costs, vehicle replacement, fuel, maintenance, and other direct and

indirect expenses.

Nothing in this Extension shall be construed as obligating either Party to enter into a subsequent agreement; however, it is the mutual intent of the Parties that any future agreement reflect a cost structure under which the Township assumes responsibility for the full cost of police protection services provided for its benefit.

4. All other terms and conditions shall remain as currently written, with the sole exception being the pay scales of staff. A copy of which is attached as Exhibit 1 and incorporated by reference.
5. This Extension binds and benefits both Parties and any successors or assigns. This document, including the Original Contract, is the entire agreement between the Parties.

**COUNTY OF KALAMAZOO**

By: \_\_\_\_\_

Jennifer A. Strebs, Chairperson  
Kalamazoo County Board of Commissioners

Date: \_\_\_\_\_

**TOWNSHIP OF COMSTOCK**

By: \_\_\_\_\_

Benjamin Martin, Township Supervisor

Date: \_\_\_\_\_

**COUNTY OF KALAMAZOO**

By: \_\_\_\_\_

Richard C. Fuller III, Sheriff

Date: \_\_\_\_\_





# KALAMAZOO COUNTY SHERIFF'S OFFICE

RICHARD C. FULLER III, Sheriff  
MICHELLE GREENLEE, Undersheriff

1500 Lamont Ave · Kalamazoo, Michigan 49048 · Phone 269-385-6173 · Fax 269-385-6162

## Exhibit 1

### Township Contracting Rate Schedule 2026

*2026 Deputy Hourly Wage Scale	Hourly Rate	Overtime 10%	Allocation 54%	Total Hourly Rate	Total Cost
D19 - B Step	\$29.62	\$ 2.96	\$ 17.59	\$ 50.18	\$ 104,366.66
D19 - C Step	\$31.21	\$ 3.12	\$ 18.54	\$ 52.87	\$ 109,969.06
D19 - D Step	\$32.80	\$ 3.28	\$ 19.48	\$ 55.56	\$ 115,571.46
D19 - E Step	\$34.36	\$ 3.44	\$ 20.41	\$ 58.21	\$ 121,068.15
D19 - F Step	\$35.97	\$ 3.60	\$ 21.37	\$ 60.93	\$ 126,741.01
D19 - G Step	\$37.55	\$ 3.76	\$ 22.30	\$ 63.61	\$ 132,308.18
D19 - H Step	\$41.73	\$ 4.17	\$ 24.79	\$ 70.69	\$ 147,036.49

*2026 Sergeant / Det. Sergeant Hourly Wage Scale	Hourly Rate	Overtime 10%	Allocation 54%	Total Hourly Rate	Total Cost
E22 - A Step	\$32.65	\$ 3.26	\$ 19.39	\$ 55.30	\$ 115,027.42
E22 - B Step	\$34.54	\$ 3.45	\$ 20.52	\$ 58.51	\$ 121,696.74
E22 - C Step	\$36.44	\$ 3.64	\$ 21.65	\$ 61.73	\$ 128,402.71
E22 - D Step	\$38.32	\$ 3.83	\$ 22.76	\$ 64.92	\$ 135,035.38
E22 - E Step	\$40.23	\$ 4.02	\$ 23.89	\$ 68.14	\$ 141,741.34
E22 - F Step	\$42.10	\$ 4.21	\$ 25.01	\$ 71.32	\$ 148,337.37
E22 - G Step	\$44.01	\$ 4.40	\$ 26.14	\$ 74.56	\$ 155,079.98
E22 - H Step	\$47.01	\$ 4.70	\$ 27.92	\$ 79.63	\$ 165,640.68

\*Estimated cost - Not yet confirmed through CBA



# KALAMAZOO COUNTY SHERIFF'S OFFICE

RICHARD C. FULLER III, Sheriff  
MICHELLE GREENLEE, Undersheriff

1500 Lamont Ave · Kalamazoo, Michigan 49048 · Phone 269-385-6173 · Fax 269-385-6162

**To:** Township Supervisors

**From:** Sheriff Rick Fuller

**Date:** December 19<sup>th</sup>, 2026

**Ref:** Future Billing Structure for Police Protection Contracts

On behalf of the Kalamazoo County Sheriff's Office, I would like to take a moment to express our sincere appreciation for the strong partnerships we share with each of our township and city partners who contract with KCSO for police protection services. These relationships have been built over many years on mutual trust, open communication, and a shared commitment to providing safe and secure communities for the residents we all serve.

We firmly believe that the additional patrol resources provided through these contracts have a meaningful and positive impact on public safety. Increased patrol presence contributes to crime reduction through visible deterrence, proactive policing efforts, and improved response times to calls for service. These outcomes align with our common goal of enhancing the quality of life and sense of safety within our communities.

Historically, KCSO has billed contracting townships for the direct cost of the assigned deputy, including wages and fringe benefits, along with a minimal reimbursement for routine vehicle maintenance, repairs, and fuel. At the same time, KCSO has absorbed the significantly larger costs associated with purchasing the patrol vehicle itself and outfitting it with all required law enforcement equipment necessary for safe and effective operations. This cost structure allowed KCSO to support contracted services for many years while maintaining consistency in fleet standards and operational readiness.

As the scope and scale of contracted services have expanded, this model has become increasingly difficult to sustain. What was once two to three contracts has grown to ten contracts supported by a fleet of seventeen patrol vehicles dedicated to those operations. During this same period, the cost of patrol vehicles has increased dramatically, as has the cost of outfitting those vehicles with the specialized equipment required for modern law enforcement.

While some equipment can be reused and transferred from one vehicle to its replacement, a substantial portion is limited to the lifespan of the vehicle itself or becomes obsolete due to changes in vehicle design. Manufacturers routinely redesign patrol platforms every three to five years, often requiring new mounting systems, consoles, electronics, and safety equipment. As a result, the cumulative cost of providing patrol vehicles for contracted services has reached a level that is no longer sustainable for KCSO to absorb while continuing to meet our broader countywide responsibilities.

The purpose of this letter is to provide transparency regarding the true and direct cost of services that KCSO has been providing under these contracts and to formally notify you that, as part of the

next contract renewal process, the cost of patrol vehicles will be incorporated into the contractual cost structure and passed on to the contracting townships or city.

As Sheriff, I am fully aware of the financial pressures facing local governments and the obligation each township has to be fiscally responsible stewards of taxpayer dollars. I share that same responsibility on behalf of Kalamazoo County. It is precisely for this reason that we are approaching this change thoughtfully, collaboratively, and with advance notice.

Beginning in February, I would like to meet individually with each township to discuss how this transition may take place and to explore options for structuring the updated contract language. Each township and each contract is unique, and it is important to me that this process reflects fair consideration of those differences while maintaining consistency and sustainability across our contracted services.

Thank you for your continued partnership, your understanding as we navigate these necessary changes, and most importantly, for your shared commitment to providing safety and security to the members of our communities. We value these relationships greatly and look forward to continued collaboration in the years ahead.

Respectfully,

Sheriff Richard Fuller III



Charter Township of  
**Comstock**

# **MEMO**

**Charter Township of Comstock Township Board**  
**January 5, 2026**

**From:** **Scott Hess, Superintendent**

**Re:** **Ordinance Officer Report**



# MEMO

**Charter Township of Comstock Township Board**  
**January 5, 2026**

**From:** Clerk Nicole Beauchamp, Township Clerk  
**Re:** November 2025 KABA Reports

**Attachments:**

[Comstock Township November 2025 Commercial Permit List.pdf](#)  
[Comstock Township November 2025 Residential Permit List.pdf](#)  
[Comstock Township November 2025 Special Permit \(Property Maintenance\).pdf](#)  
[November 2025 & YTD Permits & Revenue by Jurisdiction.pdf](#)

**Com Building**

Permit #	Job Address	Parcel Number	Owner	Contractor	Issue Date	Fee Total	Const. Value
PB25-07-604	5947 E H AVE	07-06-496-020	COMSTOCK CHARTER T	Mastec Network Solu	11/13/2025	\$108.00	\$0
<b>Work Description:</b> Antenna upgrade to existing cell tower per plans.							
PB25-07-641	8495 E H AVE	07-03-405-065	DOWN HILL INC		11/13/2025	\$242.00	\$0
<b>Work Description:</b> Remove ceiling, install new wood ceiling and insulate. Replace termite damaged wood							

**Total Permits For Type:** 2

**Total Fees For Type:** \$350.00

**Total Const. Value For Type:** \$0

**Report Summary**

Population: All Records

Permit.DateIssued Between  
11/1/2025 12:00:00 AM AND  
11/30/2025 11:59:59 PM AND  
Permit.BasicUsage = Commercial  
AND  
GovernmentUnitList.UnitCode =  
7  
AND  
Permit.PermitType = Building OR  
Permit.PermitType = Res Building  
OR  
Permit.PermitType = Com

**Grand Total Fees:** \$350.00

**Grand Total Permits:** 2

**Grand Total Const. Value:** \$0

## Res Building

Permit #	Job Address	Parcel Number	Owner	Contractor	Issue Date	Fee Total	Const. Value
PB25-07-549	3852 N 33RD ST	07-02-405-020	FULLER CRAIG E & SAN	Premier Building & R	11/06/2025	\$182.00	\$40,824
<b>Work Description:</b> 36' x 36' post frame addition to existing detached accessory structure per plans.							
PB25-07-591	1328 VERLEEN ST	07-18-212-050	JOLLINEAU ANGELA K	Delta Power Group I	11/05/2025	\$108.00	\$0
<b>Work Description:</b> 23 panel roof mounted solar array per plans. 9.3kW							
PB25-07-597	6180 E HJ AVE	07-08-180-011	GILLESBY ROSE & JON A	DeHaan Remodel Sp	11/06/2025	\$182.00	\$0
<b>Work Description:</b> Master suite remodel to include constructing walk in closet and turning 1 full bath into 1.5 bath per plans							
PB25-07-620	3333 N 26TH ST	07-06-482-020	HILER TODD	VanDam & Krusinga	11/03/2025	\$231.00	\$0
<b>Work Description:</b> Fire repairs to include removing wall and ceiling covering and roof structural repair per plans.							
PB25-07-627	6343 E H AVE	07-05-374-120	DYKES TERRY & BERTH	Erie Construction Mi	11/05/2025	\$182.00	\$0
<b>Work Description:</b> Re-roof w/ decking as needed							
PB25-07-640	416 FREDERICK ST	07-19-202-090	FULBRIGHT JASON M		11/13/2025	\$182.00	\$0
<b>Work Description:</b> Repair edge of roof and porch roof due to storm damage							
PB25-07-646	4430 N 33RD ST	07-02-135-030	SCHIEDEL ERIC & CARL	Blue Line Remodeling	11/24/2025	\$182.00	\$0
<b>Work Description:</b> Bathroom remodel, no change to floor plan.							
PB25-07-650	259 LEENHOUTS ST	07-18-388-930	LITTLE CHIRSTON L	Property Revolution	11/20/2025	\$182.00	\$8,064
<b>Work Description:</b> Construct 12' x 8' deck on side of house and 10' x 16' deck on rear of house per plans.							

Total Permits For Type:

8

<b>Total Fees For Type:</b>	<b>\$1,431.00</b>
<b>Total Const. Value For Type:</b>	<b>\$48,888</b>

## Report Summary

---

---

Population: All Records

Permit.DateIssued Between  
11/1/2025 12:00:00 AM AND  
11/30/2025 11:59:59 PM AND  
Permit.BasicUsage = Residential  
AND  
GovernmentUnitList.UnitCode =  
7  
AND  
Permit.PermitType = Building OR  
Permit.PermitType = Res Building  
OR  
Permit.PermitType = Com

<b>Grand Total Fees:</b>	<b>\$1,431.00</b>
<b>Grand Total Permits:</b>	<b>8</b>

<b>Grand Total Const. Value:</b>	<b>\$48,888</b>
----------------------------------	-----------------

## Special Permit

Permit #	Job Address	Parcel Number	Owner	Contractor	Date Entered	Fee Total Due
PS23-07-073	131 JONES ST	07-21-106-330	HARRINGTON TAMI		11/03/2023	<u>200.00</u>
<b>Work Description:</b> Property Maintenance request from Comstock						
Court Appearance		Completed: 11/21/2025				
Court Appearance		Completed: 08/19/2024				
Court Appearance		Completed: 07/15/2024				
Property Maintenance Inspection		Completed: 11/07/2023				

**Total Permits:** 1**Total Fees Due:** \$200.00

Population: All Records

Permit.PermitType = Special Permit AND

Permit.Status = HOLD (FEE) AND

Permit.Category = Jurisdiction Request AND

GovernmentUnitList.UnitCode = 7 AND

Inspection.DateTimeCompleted in &lt;Previous month&gt; [11/01/25 - 11/30/25]

## 2025 MONTHLY PERMITS BY JURISDICTION

## MONTH OF NOVEMBER 2025

JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE
COMSTOCK	BUILDING	10	1,781.00
COMSTOCK	ELECTRICAL	27	7,904.00
COMSTOCK	MECHANICAL	27	6,051.00
COMSTOCK	PLUMBING	5	1,128.00
COMSTOCK	SPECIAL - JURISDICTION	1	200.00
COMSTOCK	SPECIAL - HOMEOWNER	-	-
<b>TOTAL COMSTOCK</b>		<b>70</b>	<b>\$ 17,064.00</b>
KALAMAZOO	BUILDING	29	4,563.00
KALAMAZOO	ELECTRICAL	38	7,324.00
KALAMAZOO	MECHANICAL	38	5,487.00
KALAMAZOO	PLUMBING	11	1,488.00
KALAMAZOO	SPECIAL - JURISDICTION	3	300.00
KALAMAZOO	SPECIAL - HOMEOWNER	1	60.00
<b>TOTAL KALAMAZOO</b>		<b>120</b>	<b>\$ 19,222.00</b>
PARCHMENT	BUILDING	1	231.00
PARCHMENT	ELECTRICAL	-	-
PARCHMENT	MECHANICAL	-	-
PARCHMENT	PLUMBING	-	-
PARCHMENT	SPECIAL - JURISDICTION	-	-
PARCHMENT	SPECIAL - HOMEOWNER	-	-
<b>TOTAL PARCHMENT</b>		<b>1</b>	<b>\$ 231.00</b>
PINE GROVE	BUILDING	-	-
PINE GROVE	ELECTRICAL	2	536.00
PINE GROVE	MECHANICAL	11	1,687.00
PINE GROVE	PLUMBING	-	-
PINE GROVE	SPECIAL - JURISDICTION	-	-
PINE GROVE	SPECIAL - HOMEOWNER	-	-
<b>TOTAL PINE GROVE</b>		<b>13</b>	<b>\$ 2,223.00</b>
RICHLAND	BUILDING	10	13,553.00
RICHLAND	ELECTRICAL	22	5,101.00
RICHLAND	MECHANICAL	24	3,871.00
RICHLAND	PLUMBING	10	2,425.00
RICHLAND	SPECIAL - JURISDICTION	-	-
RICHLAND	SPECIAL - HOMEOWNER	-	-
<b>TOTAL RICHLAND</b>		<b>66</b>	<b>\$ 24,950.00</b>
RICHLAND VILLAGE	BUILDING	2	1,508.00
RICHLAND VILLAGE	ELECTRICAL	-	-
RICHLAND VILLAGE	MECHANICAL	1	298.50
RICHLAND VILLAGE	PLUMBING	6	911.00
RICHLAND VILLAGE	SPECIAL - JURISDICTION	-	-
RICHLAND VILLAGE	SPECIAL - HOMEOWNER	-	-
<b>TOTAL RICHLAND VILLAGE</b>		<b>9</b>	<b>\$ 2,717.50</b>
<b>TOTAL</b>		<b>279</b>	<b>\$ 66,407.50</b>

REVENUE	REVENUE
NOVEMBER 2024	% PREV YEAR MONTH
\$ 49,145.00	135.1%

PERMITS	PERMITS
NOVEMBER 2024	% PREV YEAR MONTH
204	137%

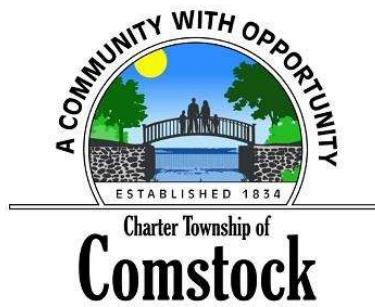
## 2025 MONTHLY PERMITS BY JURISDICTION

## YEAR TO DATE AS OF: NOVEMBER 2025

JURISDICTION	PERMIT CATEGORY	# PERMITS	PERMIT REVENUE
COMSTOCK	BUILDING	228	273,560.00
COMSTOCK	ELECTRICAL	235	61,192.00
COMSTOCK	MECHANICAL	262	61,357.70
COMSTOCK	PLUMBING	146	31,606.00
COMSTOCK	SPECIAL - JURISDICTION	28	2,800.00
COMSTOCK	SPECIAL - HOMEOWNER	3	180.00
<b>TOTAL COMSTOCK</b>		<b>902</b>	<b>\$ 430,695.70</b>
KALAMAZOO	BUILDING	272	58,372.00
KALAMAZOO	ELECTRICAL	276	45,237.00
KALAMAZOO	MECHANICAL	370	54,805.20
KALAMAZOO	PLUMBING	159	20,890.00
KALAMAZOO	SPECIAL - JURISDICTION	44	4,350.00
KALAMAZOO	SPECIAL - HOMEOWNER	22	1,320.00
<b>TOTAL KALAMAZOO</b>		<b>1143</b>	<b>\$ 184,974.20</b>
PARCHMENT	BUILDING	12	1,466.00
PARCHMENT	ELECTRICAL	11	1,407.00
PARCHMENT	MECHANICAL	23	3,274.00
PARCHMENT	PLUMBING	12	1,385.00
PARCHMENT	SPECIAL - JURISDICTION	8	800.00
PARCHMENT	SPECIAL - HOMEOWNER	2	120.00
<b>TOTAL PARCHMENT</b>		<b>68</b>	<b>\$ 8,452.00</b>
PINE GROVE	BUILDING	40	23,112.00
PINE GROVE	ELECTRICAL	47	9,255.00
PINE GROVE	MECHANICAL	48	9,043.00
PINE GROVE	PLUMBING	17	4,612.00
PINE GROVE	SPECIAL - JURISDICTION	0	-
PINE GROVE	SPECIAL - HOMEOWNER	3	180.00
<b>TOTAL PINE GROVE</b>		<b>155</b>	<b>\$ 46,202.00</b>
RICHLAND	BUILDING	148	108,378.00
RICHLAND	ELECTRICAL	192	40,992.00
RICHLAND	MECHANICAL	260	47,809.50
RICHLAND	PLUMBING	109	25,279.00
RICHLAND	SPECIAL - JURISDICTION	0	-
RICHLAND	SPECIAL - HOMEOWNER	2	120.00
<b>TOTAL RICHLAND</b>		<b>711</b>	<b>\$ 222,578.50</b>
RICHLAND VILLAGE	BUILDING	16	9,113.00
RICHLAND VILLAGE	ELECTRICAL	15	3,352.00
RICHLAND VILLAGE	MECHANICAL	17	2,989.50
RICHLAND VILLAGE	PLUMBING	18	3,507.00
RICHLAND VILLAGE	SPECIAL - JURISDICTION	0	-
RICHLAND VILLAGE	SPECIAL - HOMEOWNER	0	-
<b>TOTAL RICHLAND VILLAGE</b>		<b>66</b>	<b>\$ 18,961.50</b>
<b>TOTAL KABA</b>	<b>YTD</b>	<b>3045</b>	<b>\$ 911,863.90</b>

REVENUE	REVENUE	REVENUE
YTD - NOVEMBER 2024	% 2024 - YTD	% 2025 YTD BUDGET
\$ 599,295.05	152.2%	122%
PERMITS	PERMITS	
YTD - NOVEMBER 2024	% 2024 - YTD	
2527	120.5%	

2025 MONTHLY CUMULATIVE TOTALS			
# PERMITS	REVENUE		
212	\$ 56,291.30	JAN	
213	\$ 42,192.00	FEB	
195	\$ 40,236.00	MAR	
304	\$ 118,511.00	APR	
226	\$ 58,620.00	MAY	
339	\$ 70,496.00	JUN	
342	\$ 233,033.50	JUL	
267	\$ 51,609.00	AUG	
278	\$ 65,428.50	SEP	
390	\$ 109,039.10	OCT	
279	\$ 66,407.50	NOV	
-	\$ -	DEC	
3,045	\$ 911,863.90	TOTAL	



# MEMO

**Charter Township of Comstock Township Board**  
**January 5, 2026**

**From:** Clerk Nicole Beauchamp, Township Clerk  
**Re:** November 2025 Sheriff's Reports

**Attachments:**

[November - CFS by Call Source and Venue.pdf](#)

## Dispatched CFS by Call Source & Venue

Description: This report shows all Law Enforcement events dispatched by the Kalamazoo County Consolidated Dispatch Authority within the specified township(s) for November, 2025.

Call Source / Call Type Description	COMSTOCK
<b>Citizen Initiated</b>	<b>587</b>
Suspicious	54
Trouble with Subject	47
Retail Fraud	43
Check Welfare	41
PD Accident	38
911 Hangup/Misdial	25
Follow up	23
Assist Person	22
Assault/DV	19
Trespassing	19
Peace Officer	18
Alarm	16
Motorist Assist	14
Disturbance/Fight	10
Burglary/Illegal Entry	10
Hit & Run Accident	9
Traffic Mishap/Accidental Damage	9
Harassing TX/Texts	9
Vehicle Theft (UDAA)	8
Suicide/Attempt	8
Panhandler/Vagrant/Solicitor	8
Felonious Assault	8
Warrant Service	7
Traffic Hazard	7
Priority 1 Medical	7
Larceny	7
Accident with Unknown Injuries	6
Civil Calls	6
Assist Other Department	6
Known PI Accident	5
Directed Patrol	4
Fraud	4
BOL	4
MDP	4
Abandoned Vehicle-Private Property	3
B&E/Larceny From Veh	3
Priority 2 Medical	3
Noise Complaint	3
Harrassment/Misc Criminal	3
Assist Fire Dept	3
VRDL/TICKETS	3
CSC	2
Parking Complaint	2
Unk Accident - Crash Notify	2
Behavioral Health Petition	2
Health & Safety	2
Road Commission/MDOT Notify	2
Death Investigation	2
Runaway	2



Abandoned Vehicle	2
Service For Department	2
Prisoner Transport	2
Property Check - Residential	2
OWI/OUID	1
Property Check - Commercial	1
Traffic Stop	1
ECHO Priority Medical	1
Weapons	1
Shots Fired	1
Homicide	1
Special Service	1
Indecent Exposure/Peeping	1
Structure Fire - Residential	1
Lost/Found Property	1
Missing Person	1
PD Rollover Accident	1
Priority 3 Medical	1
Obs Justice	1
>Choose Call Type<	1
Animal Complaint	1
<b>Officer Initiated</b>	<b>246</b>
Traffic Stop	126
Directed Patrol	44
Suspicious	17
Motorist Assist	13
Follow up	11
PD Accident	4
Assist Other Department	3
R&O/Fleeing	3
Misd Traffic (DWLS)	3
Warrant Service	3
Service For Department	2
Maintenance	2
Property Check - Commercial	2
Check Welfare	2
Arrest On Warrant (Other Dept)	1
Retail Fraud	1
Drugs/VCSA	1
Child Abuse/Neglect	1
Animal Complaint	1
Property Check - Residential	1
Traffic Mishap/Accidental Damage	1
Abandoned Vehicle	1
Recover Stolen Vehicle	1
OWI/OUID	1
Other Criminal Complaint	1
<b>Other</b>	<b>33</b>
Alarm	5
Suspicious	4
Follow up	3
B&E/Larceny From Veh	2
Traffic Hazard	2
MDP	2
Assist Other Department	2
Fraud	2



Message Delivery	1
Retail Fraud	1
Open Door/Window	1
Embezzlement	1
VRDL/TICKETS	1
CSC	1
Vehicle Inspection	1
Harassing TX/Texts	1
Warrant Service	1
Larceny	1
Lost/Found Property	1
Top 10 Calls for Service Types	





# MEMO

**Charter Township of Comstock Township Board**  
**January 5, 2026**

**From:** Clerk Nicole Beauchamp, Township Clerk  
**Re:** November Bauckham, Thall, Seeber, Kaufman & Koches, P.C.  
Invoice

**Attachments:**

[Comstock.invoice\\_16232.pdf](#)

**Bauckham, Thall, Seeber, Kaufman & Koches, P.C.**

470 W Centre Ave, Suite A  
Portage, MI 49024  
Phone: 2693824500  
[www.michigantownshiplaw.com](http://www.michigantownshiplaw.com)

**INVOICE**

Invoice # 16232  
Date: 12/17/2025  
Due On: 01/16/2026

Comstock Township  
c/o Nicole Beauchamp, Clerk  
PO Box 449  
Comstock, Michigan 49041-0449  
269-381-2360

**Comstock Township - General****Services**

Date	Attorney	Description	Total
11/03/2025	RET	Phone call with Ben.	\$125.00
11/03/2025	RET	Attention to emails from John Paver regarding demands pertaining to three matters.	\$75.00
11/03/2025	RET	Attention to email from Ben and Attorney Estey; attention to Act 233 meeting; email to and from same; interoffice conference regarding same.	\$100.00
11/03/2025	RET	Attention to email from Sandy regarding BESS Ordinance memo; email to Hess; email to Kyayci; all regarding getting information to Planning Commission regarding Act 233 and BESS Ordinance, consider same	\$75.00
11/03/2025	RET	Phone call with Scott regarding various matters covering Bess, etc.	\$125.00
11/06/2025	CPK	Attention to email and voicemail from Supervisor re: meeting with CIP; interface conference with Attorney Rob Thall re: same	\$50.00
11/06/2025	RET	Attention to email from Ben regarding formal complaints.	\$75.00
11/06/2025	RET	Email to and from Attorney Estey; check with attorney Kaufman; review letter from CIP and consider same.	\$125.00
11/07/2025	RET	Attention to email from Kyle; email from Ben regarding Act 223 meeting.	\$25.00
11/10/2025	RET	Phone call with Ben Martin; emails to and from CIP regarding Act 233 meeting; interoffice conference regarding same.	\$200.00
11/11/2025	JET	Reviewed the early voting agreement between the Township and Galesburg, researched agreement requirements and reviewed similar agreements, and drafted an email with comments to be sent to the Township Clerk.	\$260.00

11/11/2025	RET	Forward Power Point on Act 233 to Khayci at Board's request.	\$25.00
11/11/2025	RET	Interoffice conference regarding early voting agreement.	\$50.00
11/12/2025	RET	Phone call with Nicole regarding outstanding items.	\$75.00
11/12/2025	RET	Attention to email from Ben regarding ethical concerns; email from Hess answering Martin question.	\$50.00
11/13/2025	RET	Email to Ben Martin regarding Pratt actions; email to and from Ben regarding moratorium.	\$50.00
11/14/2025	RET	Phone call with Ben Martin regarding upcoming Board meeting.	\$100.00
11/14/2025	RET	Attention to Paver correction request.	\$25.00
11/14/2025	RET	Attention to emails from B. Martin and M. Beauchamp regarding Carver Fire BESS matter.	\$25.00
11/17/2025	RET	Attend Board meeting.	\$1,000.00
11/17/2025	RET	Prepare for Board meeting.	\$75.00
11/18/2025	CPK	Attend meeting with Supervisor, Attorneys Rob Thall and Josh Thall, CIP re: PA 233 process, BESS draft ordinance	\$325.00
11/18/2025	JET	PA 233 meeting with the Township Supervisor and battery energy storage developer.	\$600.00
11/18/2025	RET	Email to and from Pratt regarding Act 233 meeting.	\$75.00
11/18/2025	RET	Prepare for and attend Act 233 meeting with CIP and Supervisor Martin and attorneys	\$875.00
11/19/2025	JET	Drafted a memo to the Board and Superintendent about the 11/18/2025 meeting between the Township Supervisor and Swan Energy Storage Project representatives.	\$300.00
11/19/2025	CPK	Interoffice conference with Attorney Josh Thall re: written legal opinion/ memo re: 11/18 meeting	\$50.00
11/19/2025	RET	Attention to emails from Ben and Kevin Harris regarding BESS taxation; consideration of issues and email Township.	\$125.00
11/20/2025	RET	Review Act 233 memorandum to Board.	\$75.00
11/21/2025	RET	Email to and from Ben Martin regarding special meeting with Board for December 1.	\$50.00
11/21/2025	RET	Attention to Budget Notices emails from Bret; phone call with Bret; attention to new hearing notice; review same and arrange for publication of budget notice.	\$125.00
11/21/2025	RET	Attention to email from Bob Pratt regarding email production request.	\$50.00
11/24/2025	RET	Phone call with Ben Martin regarding BESS Ordinance process.	\$150.00
11/24/2025	RET	Attention to Knight complaint regarding Bub Sherwood.	\$100.00

11/24/2025	RET	Attention to emails from Ben and Scott regarding legal counsel meeting.	\$50.00
11/25/2025	RET	Emails to and from Scott regarding budget hearing.	\$50.00
11/25/2025	RET	Email to Board regarding special meeting requests; phone call with Scott regarding same; email from Nicole regarding same.	\$100.00
11/26/2025	RET	Phone call with Nicole re: Special meeting notice	\$50.00
11/26/2025	JET	Work on revisions to the BESS draft ordinance as discussed during the November 20, 2025 PC meeting.	\$100.00
11/26/2025	RET	Phone call with Ben regarding closed session December 1.	\$150.00
11/30/2025	RET	Work on, edit and finalize BESS Ordinance for submission to Township Board; email to Board.	\$375.00
<b>Services Subtotal</b>			<b>\$6,485.00</b>

## Expenses

Date	Description	Total	
10/10/2025	Postage: Community Rehab District	\$20.96	
11/06/2025	Postage	\$4.44	
11/13/2025	Mileage: Courthouse	\$9.80	
11/14/2025	Copies: Materials for 10/17/25 Board meeting.	\$20.40	
<b>Expenses Subtotal</b>			<b>\$55.60</b>
<b>Subtotal</b>			<b>\$6,540.60</b>

## Comstock Township - MCI Prosecution (flat fee)

Date	Description	Total	
11/24/2025	Copies: Service of Harrington Order Modifying Order Enforcing Ordinance.	\$0.30	
11/24/2025	Postage: Service of Harrington Order Modifying Order Enforcing Ordinance.	\$0.74	
<b>Subtotal</b>			<b>\$1.04</b>

## Comstock Township - MCI Prosecutions (hourly charges)

### Services

Date	Attorney	Description	Total
------	----------	-------------	-------

11/03/2025	EJG	Emails with Attorney Kelly re: Meints Properties LLC	\$40.00
11/03/2025	RET	Attention to email from T. Wheat; attention to email from Dakota regarding Hainer sewer matter; interoffice conference.	\$75.00
11/05/2025	RCS	Scan and save three ORders re: Leitz; email to D. Szczepanski; serve Orders on Defendant; prepare Proofs of Service (3); Court Clerk letter	\$75.00
11/13/2025	EJG	Comstock V. Randall Moore formal hearing	\$320.00
11/14/2025	EJG	Draft Order for Comstock v. Moore; file same with court	\$180.00
11/19/2025	EJG	Verification Rutherford has certificate of occupancy and draft motion to dismiss MOSC; file same with court	\$140.00
11/20/2025	MAB	Review file re: Township v. Harrington in preparation for hearing.	\$100.00
11/21/2025	RCS	Look up status of Smart Storage; check computer files; check case status with county; email to D. Szczepanski re: no compliance order	\$75.00
11/21/2025	MAB	Met with Tami Harrington; conducted show cause hearing.	\$600.00
11/24/2025	MAB	Prepare consent order and alternative order re: Tami Harrington.	\$200.00
11/24/2025	EJG	Review D. Szczepanski statement re: 108 Henning	\$60.00
11/24/2025	RCS	Office conference re: Harrington; modify Order and prepare Notice of Submission	\$75.00
<b>Services Subtotal</b>			<b>\$1,940.00</b>

## Expenses

Date	Description	Total
11/05/2025	Postage	\$1.03
11/05/2025	Postage	\$0.74
11/05/2025	Copies	\$1.40
11/19/2025	Postage	\$0.74
11/19/2025	Copies	\$0.70
<b>Expenses Subtotal</b>		<b>\$4.61</b>
<b>Subtotal</b>		<b>\$1,944.61</b>

## Comstock Township - Planning Commission

### Services

Date	Attorney	Description	Total
11/03/2025	RET	Email to and from Khayci; email to and from Attorney Estey regarding Act 233 meeting with Supervisor.	\$75.00
11/07/2025	RET	Work on memo to Planning Commission regarding BESS; attention to letter from CIP.	\$500.00
11/11/2025	RET	Interoffice conference regarding memo and ordinance; review moratorium ordinance; draft memo to the Planning Commission and go through ordinance in detail with suggested revisions and clean up; attention to CIP letter and CIP suggested revisions; email to Khayci and Kyle; review Act 233	\$1,000.00
11/12/2025	RET	Phone call with Amber Lawrence regarding BESS questions; emails from Khayci and attention to emails from Sandy regarding November 13 meeting.	\$150.00
11/13/2025	RET	Prepare for and attend Planning Commission meeting; email to Khayci regarding meeting.	\$1,000.00
11/20/2025	JET	Reviewed the agenda packet and prepared for the 11/20/2025 joint Planning Commission/Moratorium Committee meeting; attention to email from Ben re: Wattage payment' email updates to same	\$400.00
11/20/2025	JET	Attended the 11/20/2025 joint Planning Commission/Moratorium Committee meeting.	\$900.00
11/20/2025	RET	Phone call with Ben regarding BESS ordinance considerations.	\$125.00
11/20/2025	RET	Interoffice conference regarding BESS Ordinance and meeting with Planning Commission; emails to Khayci; draft further revisions to BESS Ordinance and email for Moratorium Committee and Planning Commission meeting.	\$625.00
11/24/2025	RET	Attention to email from Khayci regarding Redwood matter.	\$50.00
11/24/2025	RET	Attention to emails from Khayci and Kyle regarding needed revisions to BESS from Planning Commission meeting.	\$75.00
<b>Services Subtotal</b>			<b>\$4,900.00</b>

## Expenses

Date	Description	Total
11/13/2025	Copies: Materials for 11/11/2025 meeting.	\$7.60
11/19/2025	Copies: Materials for 11/20/2025 meeting.	\$20.60
<b>Expenses Subtotal</b>		<b>\$28.20</b>
<b>Subtotal</b>		<b>\$4,928.20</b>

## Comstock Township - FOIA

Date	Attorney	Description	Total
11/01/2025	MWB	Response to FOIA Coordinator re: FOIA timelines, abandonment	\$40.00
11/05/2025	MWB	Review/interoffice conference regarding FOIA 25-060, appeal	\$60.00
11/05/2025	RET	Interoffice conference with Attorneys Bila and Kaufman regarding 25-060.	\$50.00
11/06/2025	MWB	Legal research/draft response letter re: FOIA 25-060 "appeal"	\$80.00
11/06/2025	RET	Interoffice conference regarding 25-060.	\$50.00
11/07/2025	RET	Attention to email from Paver regarding objections.	\$50.00
11/12/2025	MWB	Review/response to FOIA Coordinator re: 25-091. Responsive records and privilege	\$140.00
11/17/2025	MWB	Response to FOIA Coordinator re: cost estimate 25-091	\$40.00
11/19/2025	MWB	Review/response to coordinator re: 25-091 cost estimate	\$60.00
11/20/2025	MWB	Review/redactions to 25-091	\$300.00
			<b>Subtotal</b> <b>\$870.00</b>

## Comstock Township - Downtown Development Authority

Date	Attorney	Description	Total
11/24/2025	RET	Attention to DDA statute regarding budget hearings and other state law; emails to and from Deisler.	\$100.00
11/26/2025	RET	Attention to email from Deisler regarding budget notices.	\$50.00
			<b>Subtotal</b> <b>\$150.00</b>
			<b>Subtotal</b> <b>\$14,434.45</b>
			<b>Total</b> <b>\$14,434.45</b>

## Detailed Statement of Account

### Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
16232	01/16/2026	\$14,434.45	\$0.00	\$14,434.45
<b>Outstanding Balance</b>				<b>\$14,434.45</b>

<b>Amount in Trust</b>	<b>\$0.00</b>
<b>Total Amount Outstanding</b>	<b>\$14,434.45</b>

Please make all amounts payable to: **Bauckham, Thall, Seeber, Kaufman & Koches, P.C.** or just **Bauckham Thall** if the full name does not fit.

If you have any questions regarding our new invoices, please reach out to Ali at (269)-382-4500 or by email [Weber@michigantownshiplaw.com](mailto:Weber@michigantownshiplaw.com)



# MEMO

**Charter Township of Comstock Township Board**  
**January 5, 2026**

**From:** Nicole Shook, Clerk Assistant/Deputy Clerk  
**Re:** Bills Paid: December 18, 2025, through December 31, 2025

Bills Paid: December 18, 2025, through December 31, 2025

**Attachments:**

[Invoice Distribution Report\\_12-18-2025.pdf](#)  
[Invoice Distribution Report\\_12-31-2025.pdf](#)

## INVOICE DISTRIBUTION REPORT FOR CHARTER TOWNSHIP OF COMSTOCK

EXP CHECK RUN DATES 12/18/2025 - 12/18/2025

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
<b>Fund: 101 GENERAL FUND</b>					
<b>Department: 000 GENERAL</b>					
101-000-123.000	PREPAID EXPENSES	CIVICPLUS	ONLINE CODE HOSTING RENEWAL	2,513.70	None
101-000-123.000	PREPAID EXPENSES	QUADIENT LEASING USA, INC.	LEASE PAYMENT	725.94	None
101-000-123.000	PREPAID EXPENSES	SHUMAKER TECHNOLOGY GROUP	ANNUAL WEBSITE HOSTING	1,295.00	None
101-000-231.100	PAYROLL DEDUCTIONS (COMBIN	COMBINED INSURANCE	MONTHY PREMUIM DEC 2025	299.26	None
101-000-727.000	OFFICE SUPPLIES/EQUIPMENT	ZEMLICK OFFICE PRODUCTS	GENERAL OFFICE SUPPLIES	114.13	None
101-000-801.000	CONTRACTED SERVICES	MOLLY MAID	OFFICE CLEANING	190.00	None
101-000-815.000	TECHNOLOGY SERVICES	METRONET	FIBER INTERNET	424.95	None
101-000-850.000	COMMUNICATIONS	AT&T	WIRELESS FOR ORDINANCE VEHICLE	121.33	None
				Total Department 000 GENERAL	5,684.31
<b>Department: 265 MAINTENANCE</b>					
101-265-930.000	LAND/BUILDING REPAIRS AND	SITE ONE LANDSCAPE SUPPLY	TOWNSHIP SALT	656.60	None
101-265-930.000	LAND/BUILDING REPAIRS AND	CD LAWN MAINTENANCE	TOWNSHIP HALL LOT SALTING	300.00	None
				Total Department 265 MAINTENANCE	956.60
<b>Department: 751 PARKS &amp; RECREATION DEPARTMENT</b>					
101-751-801.000	CONTRACTED SERVICES	KERKSTRA	EVENT RESTROOM	300.00	None
				Total Department 751 PARKS & RECREATION DEPARTMENT	300.00
				Total Fund 101 GENERAL FUND	6,940.91
<b>Fund: 206 FIRE OPERATING FUND</b>					
<b>Department: 000 GENERAL</b>					
206-000-735.000	SUPPLIES/EQUIPMENT - VEHIC	ALRO STEEL CORPORATION	VEHICLE SUPPLIES	225.00	None
206-000-801.000	CONTRACTED SERVICES	CD LAWN MAINTENANCE	FIRE DEPT SNOW REMOVAL	1,200.00	None
206-000-815.000	TECHNOLOGY SERVICES	HI-TECH	10 HOURS PREPAID IT SUPPORT	1,250.00	None
206-000-930.000	LAND/BUILDING REPAIRS AND	EPS SECURITY	CHANGE IP ADDRESS- 9-2	120.00	None
206-000-930.000	LAND/BUILDING REPAIRS AND	EPS SECURITY	CHANGE IP ADDRESS- 9-3	120.00	None
206-000-930.000	LAND/BUILDING REPAIRS AND	EPS SECURITY	CHANGE IP ADDRESS- 9-2-CA	360.00	None
206-000-930.000	LAND/BUILDING REPAIRS AND	EPS SECURITY	CHANGE IP ADDRESS- 9-1	120.00	None
206-000-930.000	LAND/BUILDING REPAIRS AND	DALE W. HUBBARD, INC.	DRAIN CLEANING SERVICE	375.55	None
206-000-931.000	EQUIPMENT REPAIRS AND MAIN	MES SERVICE COMPANY, LLC	HOSES, FLOW TESTING, PARTS	2,055.96	None
206-000-960.000	EDUCATION & TRAINING	PHILLIP FLETCHER	REIMBURSEMENT- EMT INTIAL APPLICATION	104.00	None
				Total Department 000 GENERAL	5,930.51
				Total Fund 206 FIRE OPERATING FUND	5,930.51
<b>Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND</b>					
<b>Department: 000 GENERAL</b>					
248-000-801.000	CONTRACTED SERVICES	SIGNART, INC.	SPRING/FALL/WINTER BANNERS	2,415.00	None
248-000-970.000	CAPITAL OUTLAY	BARCO PRODUCTS	FLAT LID WITH CABLE	309.63	None
				Total Department 000 GENERAL	2,724.63
				Total Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND	2,724.63
<b>Fund: 271 LIBRARY FUND</b>					
<b>Department: 790 LIBRARY ADMIN</b>					
271-790-801.000	CONTRACTED SERVICES	COMMERCIAL BLDG. SERVICES, JANITORIAL SERVICE		1,161.48	None
271-790-930.000	LAND/BUILDING REPAIRS AND	HARROUN FIRE PROTECTION	INTERIOR SPRINKLER INSPECTION	330.00	None
				Total Department 790 LIBRARY ADMIN	1,491.48
<b>Department: 791 LIBRARY BOARD</b>					

## INVOICE DISTRIBUTION REPORT FOR CHARTER TOWNSHIP OF COMSTOCK

EXP CHECK RUN DATES 12/18/2025 - 12/18/2025

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
<b>Fund: 271 LIBRARY FUND</b>					
<b>Department: 791 LIBRARY BOARD</b>					
271-791-804.000	LEGAL SERVICES	UNIQUE MANAGEMENT SERVICES PLACEMENTS		128.15	None
		Total Department 791 LIBRARY BOARD		128.15	
<b>Department: 792 LIBRARY - ADULT SERVICES</b>					
271-792-731.000	BOOKS	BAKER & TAYLOR	ADULT BOOKS	121.00	None
271-792-731.000	BOOKS	CENGAGE GROUP	LP BOOKS	83.17	None
271-792-801.000	CONTRACTED SERVICES	OVERDRIVE, INC.	DIGITAL MAGAZINES	892.50	None
		Total Department 792 LIBRARY - ADULT SERVICES		1,096.67	
<b>Department: 793 LIBRARY - YOUTH SERVICES</b>					
271-793-731.000	BOOKS	MIDWEST TAPE	HOOPLA CONTENT	5,000.00	None
		Total Department 793 LIBRARY - YOUTH SERVICES		5,000.00	
		Total Fund 271 LIBRARY FUND		7,716.30	

## INVOICE DISTRIBUTION REPORT FOR CHARTER TOWNSHIP OF COMSTOCK

EXP CHECK RUN DATES 12/18/2025 - 12/18/2025

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	6,940.91	
	206		FIRE OPERATING FUND	5,930.51	
	248		DOWNTOWN DEVELOPMENT AUTHORITY FUND	2,724.63	
	271		LIBRARY FUND	7,716.30	
	Total For All Funds:			<u>23,312.35</u>	

## INVOICE DISTRIBUTION REPORT FOR CHARTER TOWNSHIP OF COMSTOCK

EXP CHECK RUN DATES 12/31/2025 - 12/31/2025

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
<b>Fund: 101 GENERAL FUND</b>					
<b>Department: 000 GENERAL</b>					
101-000-123.000	PREPAID EXPENSES	EVERBRIDGE, INC.	NIXEL SERVICE: 12/12/2025- 12/11/2026	5,724.00	None
101-000-123.000	PREPAID EXPENSES	APPRASALS PLUS GROUP LLC	ASSESSING SERVICES	9,000.00	None
101-000-123.000	PREPAID EXPENSES	MUTUAL OF OMAHA	STD-LTD FOR PERIOD 01/01/2026- 01/31/	2,141.81	None
101-000-123.000	PREPAID EXPENSES	BLUE CARE NETWORK OF MICH	HEALTH INSURANCE PREMIUM FOR PERIOD:	37,205.63	None
101-000-801.000	CONTRACTED SERVICES	MOLLY MAID	OFFICE CLEANING	190.00	None
101-000-801.000	CONTRACTED SERVICES	MOLLY MAID	OFFICE CELANING	190.00	None
101-000-804.000	LEGAL SERVICES	BAUCKHAM, THALL, SEEBER,	PROFESSIONAL SERVICES	9,355.21	None
101-000-930.000	LAND/BUILDING REPAIRS AND	R.W. LAPINE INC.	HEATING TROUBLE SHOOT/REPAIR	925.67	None
				Total Department 000 GENERAL	64,732.32
<b>Department: 257 ASSESSING</b>					
101-257-801.000	CONTRACTED SERVICES	HARRIS APPRAISAL SERVICES, PERSONAL PROPERTY MAILING & PROCESSIN		385.34	None
				Total Department 257 ASSESSING	385.34
<b>Department: 301 ORDINANCE ENFORCEMENT</b>					
101-301-804.000	LEGAL SERVICES	BAUCKHAM, THALL, SEEBER,	PROFESSIONAL SERVICES	1.04	None
				Total Department 301 ORDINANCE ENFORCEMENT	1.04
<b>Department: 528 RUBBISH COLLECTION/DISPOSAL</b>					
101-528-801.000	CONTRACTED SERVICES	CD LAWN MAINTENANCE	LOADER WORK AT COMPACTOR	416.50	None
				Total Department 528 RUBBISH COLLECTION/DISPOSAL	416.50
<b>Department: 567 CEMETERIES</b>					
101-567-801.000	CONTRACTED SERVICES	COLDSPRING	NICHE-JDENHAM	366.00	None
				Total Department 567 CEMETERIES	366.00
<b>Department: 703 COMMUNITY DEVELOPMENT</b>					
101-703-801.000	CONTRACTED SERVICES	MCKENNA	PLANNING AND ZONING SERVICES	1,800.00	None
101-703-804.000	LEGAL SERVICES	BAUCKHAM, THALL, SEEBER,	PROFESSIONAL SERVICES	4,928.20	None
				Total Department 703 COMMUNITY DEVELOPMENT	6,728.20
<b>Department: 751 PARKS &amp; RECREATION DEPARTMENT</b>					
101-751-801.000	CONTRACTED SERVICES	KERKSTRA	RMP RESTROOM	250.00	None
101-751-850.000	COMMUNICATIONS	JOE GRABOWSKI	4TH QUARTER CELL PHONE REIMBURSEMENT	120.00	None
101-751-850.000	COMMUNICATIONS	KATIE JUSTA	4TH QUARTER CELL PHONE REIMBURSEMENT	120.00	None
101-751-850.000	COMMUNICATIONS	KATIE BUSH	4TH QUATER CELL PHONE REIMBURSEMENT	120.00	None
101-751-970.000	CAPITAL OUTLAY	TOWERPINKSTER	NEAL PROJECT	2,340.00	None
				Total Department 751 PARKS & RECREATION DEPARTMENT	2,950.00
				Total Fund 101 GENERAL FUND	75,579.40
<b>Fund: 206 FIRE OPERATING FUND</b>					
<b>Department: 000 GENERAL</b>					
206-000-731.000	SUPPLIES/EQUIPMENT - OPERA CARRIER & GABLE, INC		PRIVACY SCREEN 16FT	1,995.00	None
206-000-801.000	CONTRACTED SERVICES	BIOCARE, INC.	MASK FITTING	35.00	None
206-000-801.000	CONTRACTED SERVICES	BIOCARE, INC.	MEDICAL EXAM/TESTING	1,030.00	None
206-000-815.000	TECHNOLOGY SERVICES	HI-TECH	ZYXEL GOLD SECURITY FIREWALL	2,390.00	None
206-000-930.000	LAND/BUILDING REPAIRS AND	ESPER ELECTRIC, LTD	SHIELDS ON EXISTING LIGHTS	578.96	None
206-000-930.000	LAND/BUILDING REPAIRS AND	WEST MICHIGAN PAINTING INC		4,800.00	None
206-000-931.000	EQUIPMENT REPAIRS AND MAIN	ROE-COMM, INC.	SERIES BATTERY/BELTCLIP	267.00	None
206-000-931.000	EQUIPMENT REPAIRS AND MAIN	KERWIN ELECTRIC INC.	GENERATOR LABOR	181.00	None
206-000-932.000	VEHICLE REPAIRS AND MAINTE	EMERGENCY VEHICLE PRODUCT	VEHICLE PARTS-922-NEW	1,065.05	None

## INVOICE DISTRIBUTION REPORT FOR CHARTER TOWNSHIP OF COMSTOCK

EXP CHECK RUN DATES 12/31/2025 - 12/31/2025

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
<b>Fund: 206 FIRE OPERATING FUND</b>					
<b>Department: 000 GENERAL</b>					
206-000-932.000	VEHICLE REPAIRS AND MAINTENANCE	EMERGENCY VEHICLE PRODUCT	BATTERY AND SEAL CONNECTIONS-922	1,233.96	None
206-000-932.000	VEHICLE REPAIRS AND MAINTENANCE	EMERGENCY VEHICLE PRODUCT	VEHICLE MAINTENANCE-980	153.29	None
206-000-932.000	VEHICLE REPAIRS AND MAINTENANCE	RELIANT FIRE APPARATUS, IN	REPLACEMENT POWERSTEERING PUMP	1,604.00	None
Total Department 000 GENERAL				15,333.26	
Total Fund 206 FIRE OPERATING FUND				15,333.26	
<b>Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND</b>					
<b>Department: 000 GENERAL</b>					
248-000-804.000	LEGAL SERVICES	BAUCKHAM, THALL, SEEBER,	PROFESSIONAL SERVICES	150.00	None
Total Department 000 GENERAL				150.00	
Total Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND				150.00	
<b>Fund: 271 LIBRARY FUND</b>					
<b>Department: 790 LIBRARY ADMIN</b>					
271-790-727.000	OFFICE SUPPLIES/EQUIPMENT	DEMCO, INC.	PROCESSING SUPPLIES	117.21	None
Total Department 790 LIBRARY ADMIN				117.21	
Total Fund 271 LIBRARY FUND				117.21	

## INVOICE DISTRIBUTION REPORT FOR CHARTER TOWNSHIP OF COMSTOCK

EXP CHECK RUN DATES 12/31/2025 - 12/31/2025

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	75,579.40	
	206		FIRE OPERATING FUND	15,333.26	
	248		DOWNTOWN DEVELOPMENT AUTHORITY FUND	150.00	
	271		LIBRARY FUND	117.21	
	Total For All Funds:			<u>91,179.87</u>	



# MEMO

**Charter Township of Comstock Township Board**  
**January 5, 2026**

**From:** Nicole Shook, Clerk Assistant/Deputy Clerk  
**Re:** FOIA Requests

FOIA Requests completed from December 15, 2025, through December 31, 2025

Total FOIA Requests received in 2025: 109

**Attachments:**

[#25-105\\_Original Request\\_Redacted.pdf](#)  
[#25-106\\_Original Request\\_Redacted.pdf](#)  
[#25-107\\_Original Request\\_Redacted.pdf](#)  
[#25-108\\_Original Request\\_Redacted.pdf](#)

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

**FOIA Request #25-105**

**1st Day: 12/16/2025**

**Completed: 12/22/2025**

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.

249

## 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

(Please Print or Type)

Date delivered to junk/spam folder: \_\_\_\_\_

Date discovered in junk/spam folder: \_\_\_\_\_

Name Guy CHERIY	Phone [REDACTED]
Firm/Organization	Fax [REDACTED]
[REDACTED]	

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:

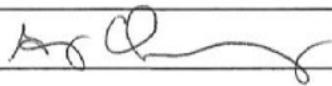
2024-2025 CURRENT REPORT OF TAX PAYMENTS  
PROCESSED BY TREASURER SANDY BLOOMFIELD / DPUTY  
TREASURER

RECEIVED  
DEC 15 2025  
CHARTER TOWNSHIP  
OF COMSTOCK

### 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

12/15/2025  
(Complete both sides)

**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 #25-106

1st Day: 12/18/2025

Completed: 12/24/2025

## 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

Check if received via:  Email  Fax  Other Electronic Method

Date delivered to junk/spam folder: \_\_\_\_\_

Date discovered in junk/spam folder: \_\_\_\_\_

Name Scott Morrison

Phone

**Firm/Organization**

Fax

**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:

## Employment dates for Brandon Mitchell Morrison with Comstock Fire Department

**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**

Scott Morrison

Date

12/16/25

**(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

*Scott Morrison*

Date 12/16/25

#### 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

*Scott Morrison*

Date 12/16/25

#### 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:

(Created by Michigan Townships Association, April 2015

December 22nd, 2025

**To: Comstock Township Clerk-FOIA Coordinator**  
**Comstock Township**

Pursuant to the Michigan Freedom of Information Act ("FOIA"), MCL 15.231 et seq., I hereby request copies of any and all records, documents, or writings in the possession, custody, or control of Comstock Township relating to oaths of office for the following individuals:

- Ben Martin – Supervisor**
- Sandy Bloomfield – Treasurer**
- Jerry Amos – Trustee**
- Bob Pratt – Trustee**
- Scott Hess – Superintendent**
- Kristie Cherry – Trustee**
- Terry McIver – Trustee**
- Nicole Beauchamp – Clerk**

This request includes all oaths of office for any term served, including initial appointments, reappointments, elections, renewals, or interim service, as well as any documents showing the date executed, authority administering the oath, and filing location.

**Fee Waiver Request**

Pursuant to MCL 15.234(1) and (4), I request a waiver or reduction of all fees associated with this request. Disclosure of the requested records is in the public interest, as the information concerns the legal qualifications and authority of public officials and officers holding or exercising governmental power within Comstock Township.

The requested records are not sought for commercial purposes, and release of this information will contribute significantly to the public's understanding of the operations and integrity of local government, including compliance with constitutional and statutory oath requirements.

**RECEIVED**

DEC 22 2025

**CHARTER TOWNSHIP  
OF COMSTOCK**

If any fees are nonetheless assessed, please provide a detailed itemized cost estimate prior to processing, as required by MCL 15.234(4), and do not proceed until authorization is provided.

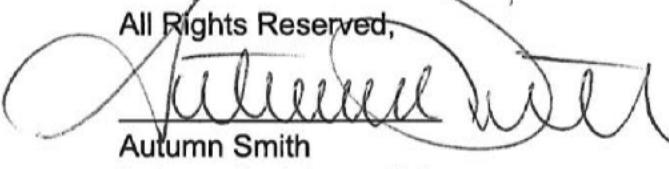
If any portion of this request is denied or withheld, please provide the specific statutory exemption(s) relied upon as required by MCL 15.235(5), along with a description of the material withheld.

I request that responsive records be provided in electronic format (PDF) and transmitted via email, if available. If records exist only in paper form, please advise accordingly.

If this request is denied in whole or in part, please consider this letter a request for severable, non-exempt portions of the records to be released as required by law.

Thank you for your prompt attention to this matter.

All Rights Reserved,

  
Autumn Smith  
Independent Journalist



**From:** Rob Knight [REDACTED]  
**Sent:** Tuesday, December 23, 2025 10:30 AM  
**To:** FOIA  
**Subject:** FOIA Request - Board Resolution Granting Residency Waiver for Superintendent Scott Hess

Dear FOIA Coordinator Lisa Cochran,

Pursuant to the Michigan Freedom of Information Act (FOIA), MCL 15.231 et seq., I am requesting a copy of the specific township board resolution granting or approving a residency waiver for Township Superintendent Scott Hess, as required under MCL 42.11(2).

This request is limited to the board resolution itself. Please include records from January 1, 2016, to the present. If no such resolution exists, please provide a written confirmation of that fact.

If any portion of this request is denied, please provide a written explanation for the denial, including reference to the specific statutory exemption(s) upon which you rely, and notify me of my appeal rights.

I request that the record be provided in electronic format via email if possible. If there are any fees for searching or copying this record (if the fees exceed \$50.00, please provide an itemized estimate before proceeding), please inform me of the cost before filling my request.

Please provide a response within the five business days required by law.

Thank you for your assistance.

Sincerely,

William knight

--

William Knight (Rob Page)

