

**OSHTEMO CHARTER TOWNSHIP BOARD
7275 West Main Street
Kalamazoo, MI 49009**

April 14, 2026

Refer to page 3 for Virtual Meeting Information

**REGULAR MEETING
5:30 P.M.
AGENDA**

1. Call to Order
2. Pledge of Allegiance
3. Remote Location Identification (for remote attendance when permitted by statute)
4. Township Mission/Vision/Core Values:
 - *Core Value: Committing to quality Fire and Police protection.*
5. Approval of the Agenda
6. Public Officials and Community Partner Updates
7. Public Comment on Consent Agenda or Non-Regular Session Items
8. Consent Agenda
 - a. Meeting Minutes [[Minutes of Regular Meeting March 31](#)]
 - b. [Receipts and Disbursements](#)
 - c. Oshtemo Charter Township Identity Guide ([Pg 5-17](#))
 - d. W. Main Non-Motorized Path Maintenance Board Update ([Pg 19](#))
9. Kalamazoo County Sheriff's Office 1st 2026 Quarter Update: Detective Kelm ([Pg 21-29](#))
10. First Reading Ordinance 690 - H Ave Rezoning ([Pg 31-35](#))
11. First Reading Ordinance 691 – Zoning Ordinance Text Amendments ([Pg 37-43](#))
12. Budget Amendments
 - a. 1st Quarter Budget Amendments ([Pg 45-46](#))
 - b. Contracted Services: Blighted Properties ([Pg 47-75](#))
13. Resolution re Closed Session for Personnel Matter ([Pg 77-78](#))
14. Topics for Board Discussion
 - a. Park Ranger
 - b. Community Engagement
15. Public Comment
16. Board Member Comments & Committee Updates
17. Adjournment

**Policy for Public Comment
Township Board Regular Meetings, Planning Commission & ZBA Meetings**

All public comment shall be received during one of the following portions of the Agenda of an open meeting:

- a. Citizen Comment on Non-Agenda Items or Public Comment – while this is not intended to be a forum for dialogue and/or debate, if a citizen inquiry can be answered succinctly and briefly, it will be addressed or it may be delegated to the appropriate Township Official or staff member to respond at a later date. More complicated questions can be answered during Township business hours through web contact, phone calls, email (oshtemo@oshtemo.org), walk-in visits, or by appointment.
- b. After an agenda item is presented by staff and/or an applicant, public comment will be invited. At the close of public comment there will be Board discussion prior to call for a motion. While comments that include questions are important, depending on the nature of the question, whether it can be answered without further research, and the relevance to the agenda item at hand, the questions may not be discussed during the Board deliberation which follows.

Anyone wishing to make a comment will be asked to come to the podium to facilitate the audio/visual capabilities of the meeting room. Speakers will be invited to provide their name, but it is not required.

All public comment offered during public hearings shall be directed, and relevant, to the item of business on which the public hearing is being conducted. Comment during the Public Comment Non-Agenda Items may be directed to any issue.

All public comment shall be limited to four (4) minutes in duration unless special permission has been granted in advance by the Supervisor or Chairperson of the meeting.

Public comment shall not be repetitive, slanderous, abusive, threatening, boisterous, or contrary to the orderly conduct of business. The Supervisor or Chairperson of the meeting shall terminate any public comment which does not follow these guidelines.

(adopted 5/9/2000)
(revised 5/14/2013)
(revised 1/8/2018)

Questions and concerns are welcome outside of public meetings during Township Office hours through phone calls, stopping in at the front desk, by email, and by appointment. The customer service counter is open from Monday-Thursday, 8 a.m.-1 p.m. and 2-5 p.m., and on Friday, 8 a.m.–1 p.m. Additionally, questions and concerns are accepted at all hours through the website contact form found at www.oshtemo.org, email, postal service, and voicemail. Staff and elected official contact information is provided below. If you do not have a specific person to contact, please direct your inquiry to oshtemo@oshtemo.org and it will be directed to the appropriate person.

Oshtemo Township Board of Trustees		
<u>Supervisor</u>		
Cheri Bell	216-5220	cbell@oshtemo.org
<u>Clerk</u>		
Dusty Farmer	216-5224	dfarmer@oshtemo.org
<u>Treasurer</u>		
Clare Buszka	216-5260	cbuszka@oshtemo.org
<u>Trustees</u>		
Neil Sikora	760-6769	nsikora@oshtemo.org
Kristin Cole	375-4260	kcole@oshtemo.org
Zak Ford	271-5513	zford@oshtemo.org
Michael Chapman	375-4260	mchapman@oshtemo.org

Township Department Information			
<u>Assessor:</u>			
Kristine Biddle	216-5225	assessor@oshtemo.org	
<u>Fire Chief:</u>			
Greg McComb	375-0487	gmccomb@oshtemo.org	
<u>Ordinance Enforcement:</u>			
Alan Miller	216-5230	amiller@oshtemo.org	
<u>Parks Director:</u>			
Vanessa Street	216-5233	vstreet@oshtemo.org	
Rental Info	216-5224	oshtemo@oshtemo.org	
<u>Planning Director:</u>			
Jodi Stefforia	375-4260	jstefforia@oshtemo.org	
<u>Public Works Director:</u>			
Anna Horner	216-5228	ahorner@oshtemo.org	

Zoom Instructions for Participants

Before a videoconference:

1. You will need a computer, tablet, or smartphone with a speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. If you are going to make a public comment, please use a microphone or headphones with a microphone to cut down on feedback, if possible.
3. Details, phone numbers, and links to videoconference or conference call are provided below. The details include a link to “**Join via computer**” as well as phone numbers for a conference call option. It will also include the 11-digit Meeting ID.

To join the videoconference:

1. At the start time of the meeting, click on this link to [join via computer](#). You may be instructed to download the Zoom application.
2. You have an opportunity to test your audio at this point by clicking on “Test Computer Audio.” Once you are satisfied that your audio works, click on “Join audio by computer.”

You may also join a meeting without the link by going to join.zoom.us on any browser and entering this **Meeting ID: 774 238 7802**

If you are having trouble hearing the meeting or do not have the ability to join using a computer, tablet, or smartphone then you can join via conference call by following instructions below.

To join the conference by phone:

1. On your phone, dial the teleconferencing number: **+1 312 626 6799 US (Chicago)**
2. When prompted using your touchtone (DTMF) keypad, enter the Meeting ID number: **774 238 7802#**

Participant controls in the lower-left corner of the Zoom screen:



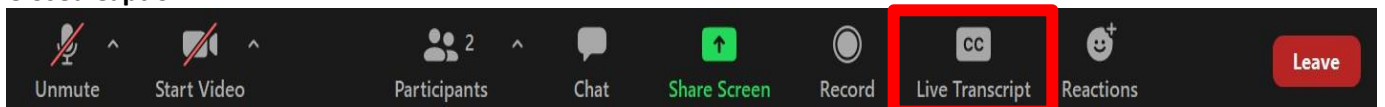
Using the icons at the bottom of the Zoom screen, you can (some features will be locked to participants during the meeting):

- Participants – opens a pop-out screen that includes a “Raise Hand” icon that you may use to raise a virtual hand. **This will be used to indicate that you want to make a public comment.**
- Chat – opens pop-up screen that allows participants to post comments during the meeting.

If you are attending the meeting by phone, to use the “Raise Hand” feature **press *9 on your touchtone keypad.**

Public comments will be handled by the “Raise Hand” method as instructed above within Participant Controls.

Closed Caption:



Turn on Closed Caption:

Using the icons at the bottom of the Zoom screen:

1. Click on the “Live Transcription” button.
2. Then select “Show Subtitle”.

Mission:

To advance the quality of life of all residents through a commitment to responsible growth, and value-driven municipal services that promote the relationships among economic vitality, environmental stewardship, and social equity.

Vision:

A sustainable and innovative community built through a legacy of planned, responsible growth and rural preservation.

Core Values:

PUBLIC SERVICE

- Fair treatment to all people.
 - Each customer is welcomed, and their input is wanted.
 - Difficult questions are not marginalized.
- Allow residents to interact directly with Township staff and officials.
- Decisions are made based on the value to our Township and residents.

SUSTAINABILITY

- Meet the needs of the present without compromising future generations.
 - Consider the environment through practices that reduce impacts.
 - Value-conscious decision-making.
 - Committing to quality fire and police protection.

INNOVATION

- Providing the best value-conscious technology currently available.
- Leverage new technologies and ways of doing business to increase accessibility and improve services.

PROFESSIONALISM

- Hire staff with strong core competencies within their given profession.
 - Commitment to continuous improvement to government operations.
- Dedicated to open communication to improve productivity and effectiveness.

INTEGRITY

- Decisions are made logically through the collection of evidence, facts, and public input.
 - When promises are made, we follow through.
 - We do not obfuscate – we say what we mean and do what we say.
 - Transparent governmental practices are of the highest priority.

FISCAL STEWARDSHIP

- Ensure that taxpayer investments are spent wisely, effectively and efficiently.

Memorandum

Date: 7 April 2026
To: Township Board
From: Rich Blair, Media & Communications Manager
Subject: 2026 Township Identity Guidelines



Objective

Adoption: 2026 Township Identity Guidelines

Background

The 2026 Township Identity Guidelines have been updated based on feedback from Township elected officials and staff.

These guidelines establish a consistent, professional look and voice for Oshtemo across all communications, improving recognition, clarity for residents and stakeholders, internal materials, and overall community identity. A stronger, more polished public image also supports design efficiency.

The guidelines are a living document and will be reviewed and updated annually.

Information Provided

Latest draft of the 2026 Township Identity Guidelines document.

Core Values

Sustainability, Professionalism, Fiscal Stewardship



2026 Township Identity Guidelines

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The Foundation

Oshtemo at a Glance (Elevator Speech)

Oshtemo Charter Township is the third-largest municipality in Kalamazoo County, located just west of the City of Kalamazoo and home to nearly 24,000 residents, including long-time neighbors, young families, seniors, and a large student population. Our proximity to Western Michigan University, Kalamazoo College, and Kalamazoo Valley Community College drives educational and economic opportunities and results in a high share of young adults. With strong regional connectivity and a growing business community, we manage growth through thoughtful planning that prioritizes public safety, preserves natural areas, and expands opportunities for recreation.

Defining Our Audience

Oshtemo Charter Township's primary audience is its residents, who are evenly split between renters and homeowners. Renters include a diverse mix of students, working families, and senior citizens, many of whom have lived in the township for more than five years. The homeowner population has also become more diverse, with an average owner-occupied home value of \$240,000. The township's median household income is \$58,000, and approximately 30% of households are senior citizens.

Key secondary audiences include retail, restaurant, and professional business owners who serve the community and contribute to its economic vitality.

Why Identity Matters

Maintaining a consistent identity is important because it:

- ✓ **Builds public trust and credibility** through a professional, stable appearance.
- ✓ **Makes the township recognizable** across all communications.
- ✓ **Supports clear communication** for residents and stakeholders.
- ✓ **Strengthens community identity** and pride in the township.
- ✓ **Enhances economic development** by presenting a polished image.
- ✓ **Ensures consistency** across departments, partners, and communication channels.
- ✓ **Saves time and money** with reusable templates and clear standards.

Content and Messaging

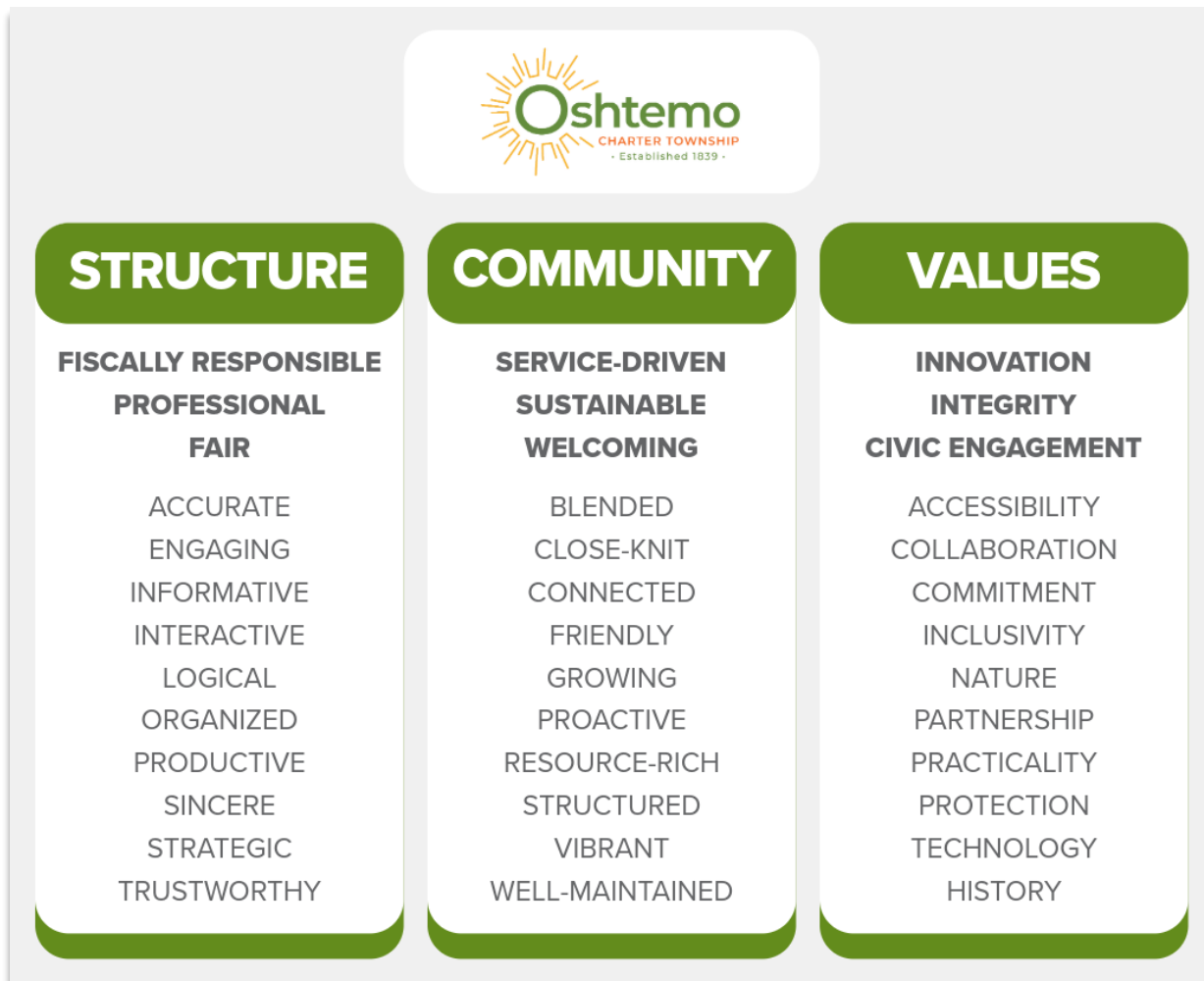
Township Voice

The map below is the framework for how we want audiences to perceive the Oshtemo Charter Township voice. Refer to these words whenever you create materials for the township.

Words in the **Structure** category describe how the township operates and presents itself, our methods, and practices.

Words in the **Community** category capture how we want community members, partners, and visitors to feel when they interact with the township.

Words in the **Values** category reflect what we prioritize in our work with and on behalf of stakeholders. They express the principles that guide township decisions, operations, and long-term plans.



Social Media Best Practices

Our online presence is a strategic asset for resident communication. These guidelines provide a blueprint for consistent messaging, data-driven content, and fostering stronger resident relationships.

Define the audience and goal

Tailor content to inform residents, promote events, and encourage civic participation.

Choose the right platforms

Facebook and Nextdoor for general residents and announcements.

Instagram for visuals: events, parks, community life.

LinkedIn for economic development, jobs, and professional news.

Identity standards and credibility

Use the township logo, colors, and templates.

Use consistent voice and tone in all communication.

Develop repeatable content categories.

Coordinate with Department Heads to ensure accuracy.

Posting Guidelines

Adhere to a consistent posting schedule.

3 to 5 posts per week.

Monday Updates, Friday Roundup, etc.

Draft concise captions.

Maximum 60 words with emphasis on first 5 words.

Images chosen based on current best practices.

1 to 5 images per post (with a maximum of 10).

All images must be properly sized and optimized.

Use stock images only when no “real” images are available.

Include links back to the township website or partner site for full details.

Analytics

Track basic metrics like reach, engagement, and top-performing posts.

Use this data to refine timing and topics.

Implement annual social media audit.



Visual Identity

Primary Logo Design

The colors are fresh and cheerful. The yellow and orange symbolize the sun; the green symbolizes the abundance of nature and agriculture in the township. The font, Montserrat Semibold, is modern, simple, and easy to read in all sizes.



Secondary Logo Variations

For versatility, clarity, and cost-effectiveness, township logos are available in single color variations, allowing our brand to work on diverse materials like engraving, single-color printing (newspapers, faxes), dark backgrounds (knockout/reversed), and simple merchandise (stamps, apparel), ensuring consistent recognition where full color isn't possible or practical. The font remains Montserrat Semibold.





Clear Space

When using the logo in marketing materials, leave sufficient clear space around the logo so it is not crowded by text, images, or graphics. A good rule of thumb is to leave the width of the capital 'O' around the perimeter of the logo.



Logo File Type Guidelines

The following file types can be found on the T: Drive and additional file types can be requested from Media & Comms if needed.

PDF (Portable Document Format)

Use: Digital documents (forms, proposals, presentations), sharing with residents and vendors.

Why: Preserves quality across platforms, can be high-resolution for printing or optimized for web.

JPG/JPEG (Joint Photographic Experts Group)

Use: General web images, email attachments, blog posts.

Why: Small file size, loads quickly, but no transparency (has a white background).








PNG (Portable Network Graphics)

Use: Social media, website headers, email signatures, anywhere transparency is needed.

Why: Supports transparent backgrounds (no white box), high quality for web use.

Color Specifications

The township logo will be used in many applications, including web pages, emails, printed materials, painted signs, clothing, and vehicles. There will inherently be slight variations in color between formats, but the following color codes will ensure a level of consistency.

Oshtemo Colors Cheat Sheet									
Swatch	Hex	RGB			CMYK				Pantone
	638D3D	99	140	28	66	26	100	9	370C
	FCB426	255	183	27	0	32	95	0	1255C
	F36B24	255	108	14	0	72	99	0	1585C
	1F2944	31	41	68	54	40	0	73	533C
	E11E27	255	30	40	0	87	82	12	1788C
	E6E7E8	230	231	232	0	0	0	10	N/A
	636466	99	100	102	3	2	0	60	10C



Typography

The township logo font is Montserrat Semibold, which is also utilized for headlines and accents in township materials. Proxima Nova for body text creates a unified yet distinct look.

Montserrat is geometric sans-serif typeface released in 2011. It was inspired by posters, signs, and painted windows from the first half of the twentieth century, seen in the historic Montserrat neighborhood of Buenos Aires. **Proxima Nova** is a popular, versatile sans-serif font blending geometric shapes with humanist touches, known for its clean, modern, and readable style.

Using a bolder weight of Montserrat for headlines and a lighter weight of Proxima Nova for body copy creates a clear visual hierarchy, guiding the reader's eye effectively.

Standard Font Usage

This font hierarchy is preferred for all outward-facing materials, both print and digital.

Montserrat Semibold (14-point) for headlines.

Montserrat Semibold (12-point) for accents.

Proxima Nova (12-point) for body text

Microsoft Font Usage

Some applications need a standard Microsoft font. Please use this Calibri font hierarchy in those situations.

Calibri Bold (14-point) for headlines.

Calibri Bold (12-point) for accents.

Calibri (12-point) for body text

Alternative Font Usage

Montserrat Black (12-point) for headlines.

Montserrat Medium (11-point) for body text

Proxima Nova Extrabold (14-point) for headlines.

Proxima Nova Medium (12-point) for body text

PowerPoint Font Guidelines

Titles and subheadings should be 36- to 48-point font.

Body text should be 24- to 32-point font.

Slide Design: Less is more

Slides are visual aids, not documents. Your audience should listen to you, not read your slides. One idea per slide. One image and no more than 30 words or 6 bullets per slide.

Staff Applications

General Township Documents

The following document templates can be found on the T: Drive.
T:\EMPLOYEE INFORMATION & FORMS\OFFICE FORMS

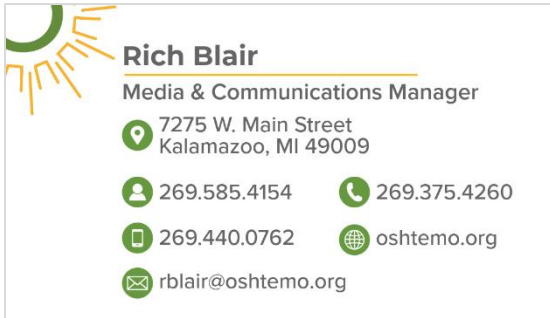
- ✓ Letterhead
- ✓ Invoice
- ✓ PowerPoint Deck
- ✓ AGV Submission
- ✓ Memorandum
- ✓ Fax Cover Sheet

Department-Specific Forms and Documents

The Department Head or other authorized personnel can submit a Media & Comms request ticket to update or create additional forms and documents. Media & Comms will conduct an annual survey to help identify additional needs.

Business Cards

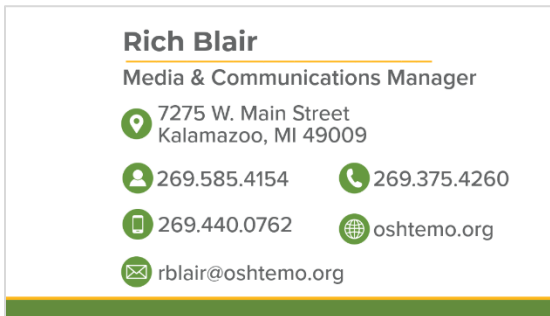
Front



Back



Front



Back





Email Signature

Click **File** at the top left of your Outlook screen > **Options** at the bottom left of your screen > **Mail** from the list on the left > **Signatures** on the right in Compose Messages section.

Cut and paste the signature provided on the last page of this guide for the “All Mail” email signature and be sure to update all information to your own. Once finished, please send a test email to media@oshtemo.org so your signature can be proofed.

The “Replies-Forwards” email signature should be the same format without the township logo.

Use the Hex code to ensure the correct color is used in the text, if needed.

Headshot Photo

Please schedule your annual headshot with the Media & Communications Manager. This image will be used for your township identification badge and on the township website.

LinkedIn Profile

All public facing township employees with a LinkedIn profile are encouraged to use township branded social media assets. These assets can be found on the T: Drive and the Media & Communications Manager is available to help with implementation.

These profiles must:

- ✓ Include accurate job title and employment status.
- ✓ Use professional language consistent with public service standards.
- ✓ Be clear that personal views are your own and do not represent the township.
- ✓ Direct all complaints, service requests, or media inquiries to the appropriate township personnel.

Township Signage and Vehicles

All branding for township signage and vehicles is available through the Media & Communications Manager and final approval must come from the Township Supervisor.



Media and Communications

Here to Help

Thank you for reviewing our branding guide. Putting these standards into practice is a team effort. If you are unsure about how to apply the brand, need templates or assets, or just want a second opinion, please reach out. As Media and Communications Manager, my role is to support you in using these guidelines with confidence and consistency.

Rich Blair

Media & Communications Manager

Oshtemo Charter Township

7275 West Main Street

Kalamazoo, MI 49009

Main: 269.375.4260

Direct: 269.585.4154

Cell: 269.440.0762

rblair@oshtemo.org



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Memorandum & Request



Date: April 14th, 2026
To: Township Board
From: Zach Pearson, Public Works Project Manager
Subject: W. Main Non-Motorized Path Maintenance Board Update

Objective

Provide the Township Board with an informational update on coordinated non-motorized path reconstruction along W. Main Street.

Background

The Public Works Department budgeted for non-motorized repair and maintenance work based on the Township’s asset management plan and recommendations provided by Prein & Newhof in 2023. As part of this analysis, the non-motorized path on the south side of West Main Street—from Lodge Lane to 8th Street—was identified for complete reconstruction.

As part of a private redevelopment project at 6169 W. Main Street, Talsma Furniture is replacing the non-motorized path along their frontage. Public Works coordinated with Talsma’s contractor, Frontline Construction, to expand the scope of this work to include the path segment from Lodge Lane to the west side of 6221 W. Main Street. This coordination allows the Township to accomplish a portion of the planned reconstruction in alignment with the asset management plan while avoiding multiple construction mobilizations and unnecessary joint work. Additional western segments are anticipated to be completed in coordination with future adjacent development projects.

Public Works vetted Frontline Construction’s pricing against the Township’s asset management estimates and current market conditions. The coordinated construction segment represents approximately 25% of the total planned path length, while accounting for only approximately 18% of the total estimated project cost for the full corridor. Contracting with Frontline Construction provides measurable cost savings, minimizes disruption to residents and businesses, and results in a higher-quality finished product with fewer joints over the length of the path.

This approach aligns with the Township’s purchasing policy by leveraging a vetted contractor already mobilized in the corridor, reducing overall cost, schedule risk, and construction impacts while maintaining quality standards.

Public Works will continue to coordinate future path segments with adjacent developments to ensure the most cost-effective implementation of the asset management plan.

Core Values

Fiscal Stewardship
Sustainability

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Oshtemo Township Crime Statistics January 2025 – February 2026

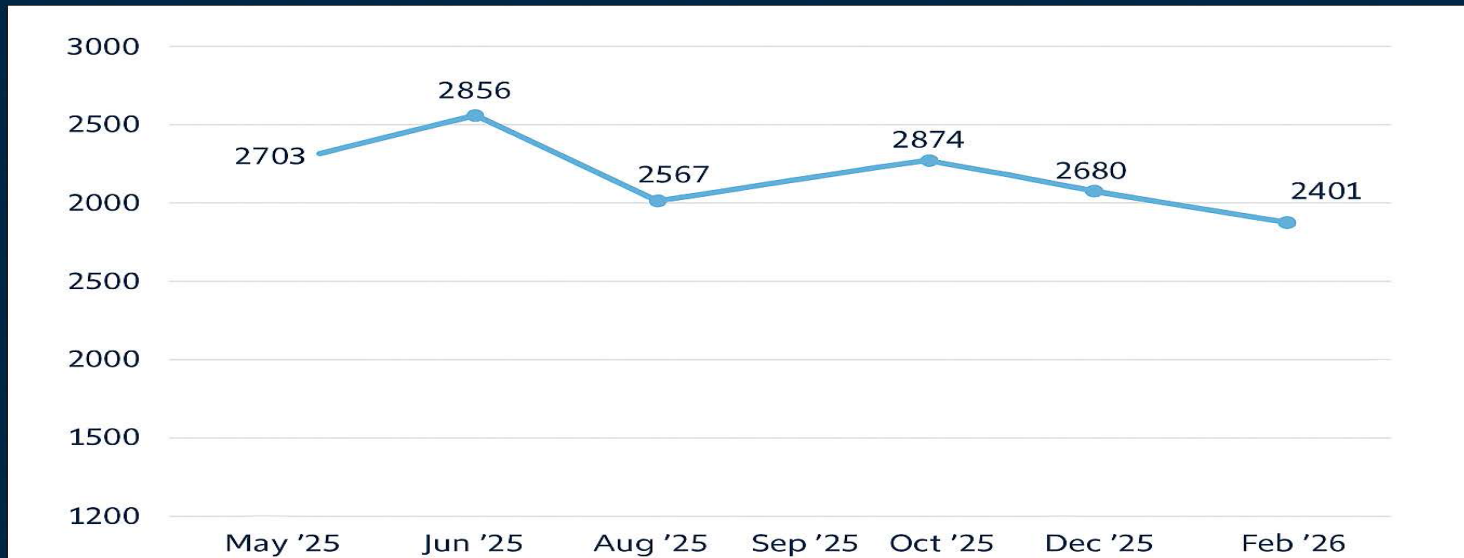
Det/Sgt A Kelm

Kalamazoo County Sheriff's Department

Overall Activity

- Monthly calls: 2,400–2,900.
- Peak in Oct–Dec 2025; lowest in Feb 2026.

Overall Activity



Calls For Service by Venue 2025

Alamo – 2,350

Brady – 1,047

Charleston – 1,838

Climax – 424

Comstock – 12,523

Kalamazoo – 93,513

Kalamazoo Twp – 16,866

Oshtemo – 20,647

Pavilion – 2,280

Portage – 28,093

Richland – 2,621

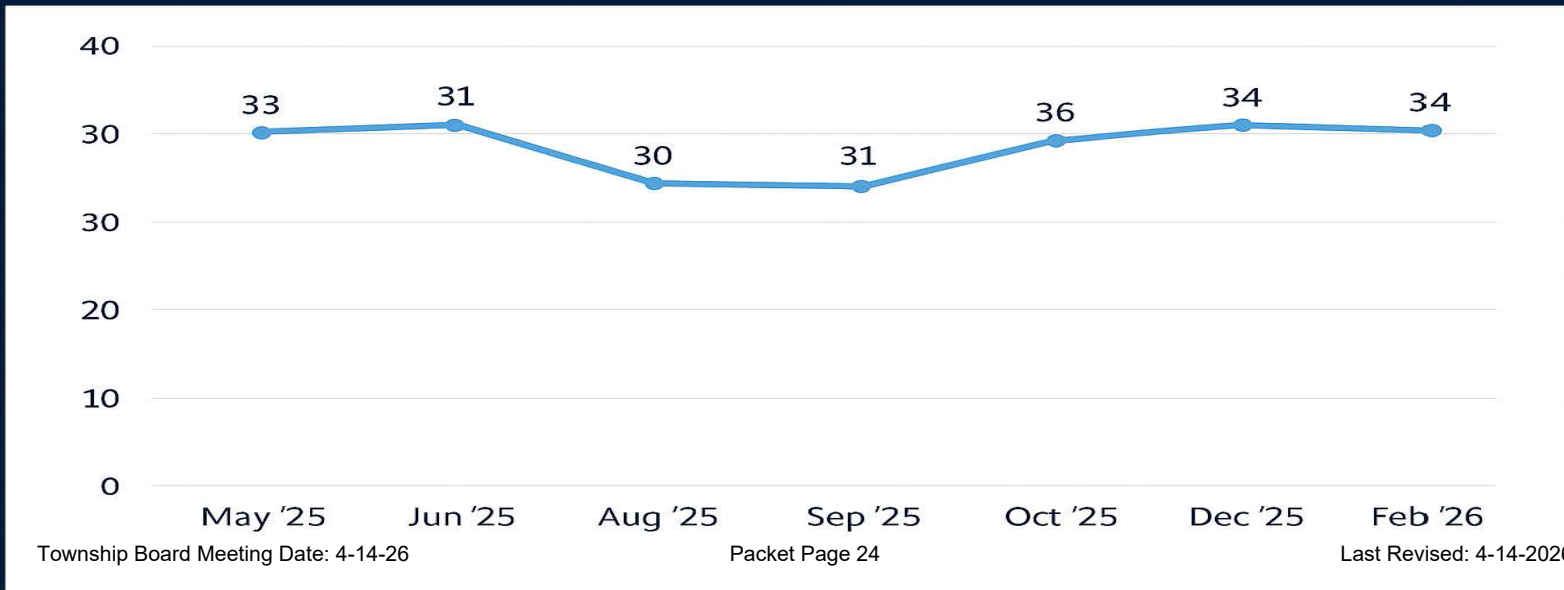
Ross – 1,519

Schoolcraft – 1,782

Violence-Related Trends

- Assault/DV steady at 30–36 per month.
- Felonious assault fluctuates (between 4-8); Oct. 25 peak
- Major cases: May 2025 & Oct 2025 homicides.

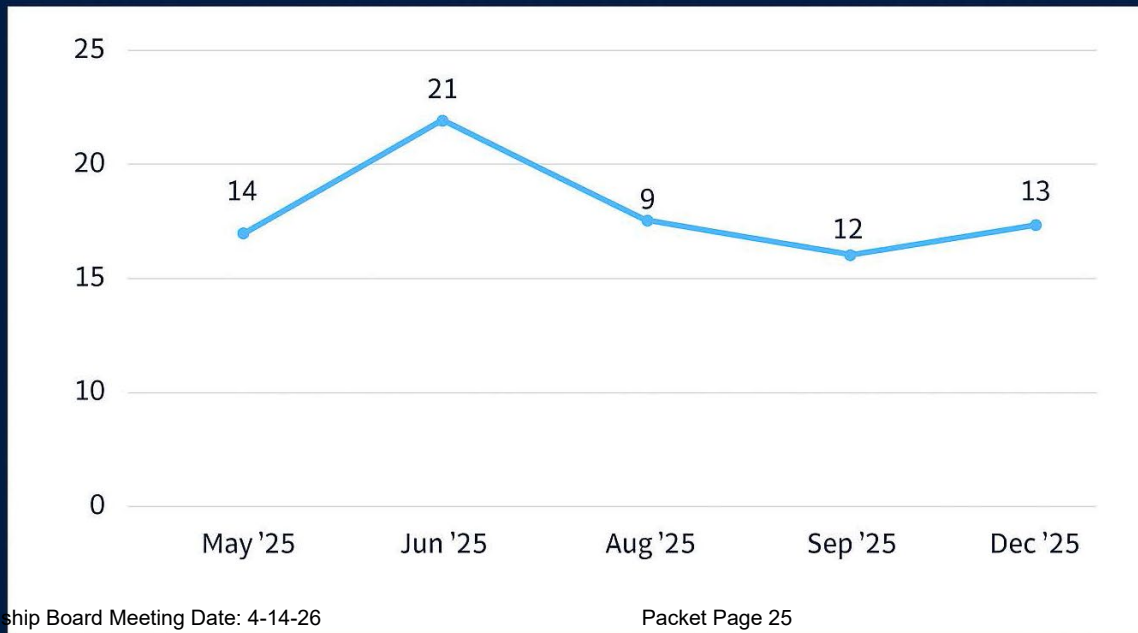
Assault/Domestic Violence



UDAA

- Stayed steady with Summertime typically being highest volume.
- Working with Community members to educate them on safety.

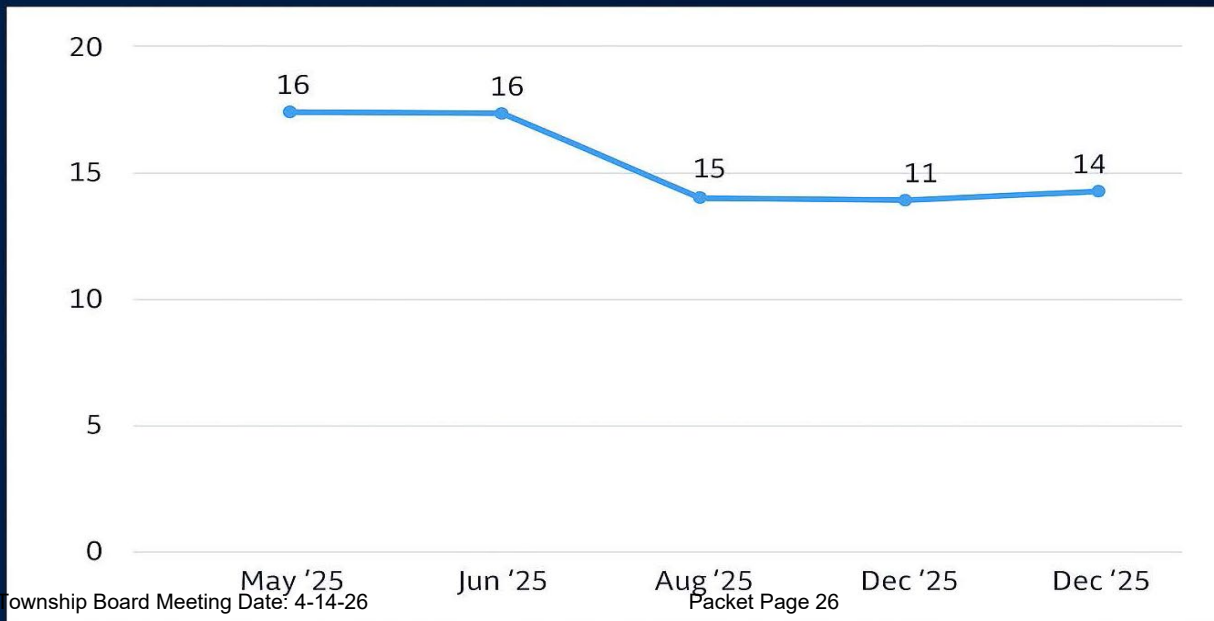
Vehicle Theft



BREAKING & ENTERING

- Break-ins consistent; B&E notable throughout period.
- Time of day and student education.

Break-Ins / B&E



Retail Fraud

- Retail theft high: 40–58 per month.
- Linked to high Shopping areas. Decline with more Officer Presence.

Retail Fraud



Executive Summary

Oshtemo Township Crime & Public Safety

Jan 2025 – Feb 2026

Overall Activity

- Oshtemo Township recorded 2,400–2,900 calls for service per month, peaking in fall 2025 and dipping in February 2026

Violence-Related Trends

- Assault and domestic violence calls held steady at 30–36 per month, with fluctuations in felonious assault, including spike in February 2026
- Major incidents include May 27, 2025 Canterbury House homicide and Oct. 4 2025 Mount Royal Townhomes homicide

Property Crime Signals

- Break-ins and vehicle thefts remained persistent issues
- Vehicle theft peaked in August 2025, while June 2025's Stadium Drive bank break-in highlighted opportunistic property crime

Retail Theft Patterns

- Retail Fraud was one of the Township's most consistent problems, regularly registering 40–58 cases per month, driving strategic shifts in enforcement

2026 HIGHLIGHTS

- Feb 2026 drug & weapons arrest in Concord Apartments. CRT Team Partnership.
- Working with Federal Partnerships for gun related charges.
- Fraud cases remain high with 41 so far this year. Targeting Elderly and Tax Time.
- Canterbury Apartment Shooting. April 2026. Women Arrested, Domestic Dispute related.
- KCSD and Oshtemo Twp partnership in Hawking Incidents.

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Memorandum

Date: April 06, 2026
To: Oshtemo Charter Township Board
From: Colten Hutson, Zoning Administrator
Subject: First Reading Ordinance 690 - H Avenue Rezoning

Objective

MOTION: Accept for first reading and set for second reading and adoption Ordinance 690.

Background

On March 26, 2026, the Planning Commission voted to recommend rezoning the southeast 1.7 acres of 8610/8366 West H Avenue and southwest 0.6 acres of 8282 West H Avenue from AG: Agricultural District to RR: Rural Residential District.

Last year, the owner of 8610/8366 West H Avenue inquired about the possibility of splitting off 1.7 acres of his 105-acre farm in order to sell the land to his son. A minimum area of 40 acres is required per division within the AG: Agricultural District. To avoid the parent parcel losing substantial acreage, the applicant expressed his desire to rezone the southeast 1.7 acres of land to RR: Rural Residential District, within which district a minimum area of 1.5 acres is required for a land division. The existing farmhouse would then transfer with the 1.7-acre parcel while the principal residence will remain with the farmed parent parcel. At the township's initiative, the southwest 0.6 acres of the abutting parcel (8282 West H Avenue) was included in the rezoning proposal. The owner of that property did consent to the rezoning.

At the hearing, the applicant, Stephen DeVries, briefly spoke detailing why he is requesting to rezone his property. There was no public comment. The Planning Commission unanimously found that the request, including the adjacent portion of land initiated by the Township, satisfies all six criteria considered for a rezoning.

Ordinance 690 accomplishes the rezoning.

Information Provided

- Ordinance 690
- Application
- Area Maps



Planning Department
 7275 W. Main Street
 Kalamazoo, MI 49009
 Phone: 269.216.5223
 planning@oshtemo.org

PLANNING & ZONING APPLICATION

1. Instructions & Fee Information

- Complete this application providing the requested supplemental documentation described herein, including the fee, and submit to the Planning Department for review. Incomplete applications will not be accepted.

2. Applicant Information

Name: Stephen DeVries		
Mailing Address: 8610 west h ave	City, State: kalamazoo, MI	Zip Code: 49009
Email: steved@mwf.net	Phone: 269-929-8646	

3. Property Owner Information

Name: Devries Stephen & Michelle		
Mailing Address: 8610 west h ave	City, State: Kalamazoo, MI	Zip Code: 49009
Email: steved@mwf.net	Phone: 269-929-8646	

4. Project Information

Project Name: Rezoning		
Project Address: 8366 west h ave	Parcel Number: 05-04-455-013	
Email: same as above		
Property Legal Description (use attachments if necessary): SEC 4-1-12 W1/2 SE1/4 EXC S 1200 FT OF E 280 FT ALSO NE1/4 SW1/4 EXC N 5 AC THEREOF**		
Current Zoning: AG	Current Use: open space and farmland with primary residence	Area of Property: 105 acres
Type of Request (check all that apply):		
<input type="checkbox"/> Site Plan Review (type, if applicable): <input type="checkbox"/> Pre-Application <input type="checkbox"/> Administrative <input type="checkbox"/> Plat/Site Condo	<input checked="" type="checkbox"/> Rezoning <input type="checkbox"/> Zoning Variance <input type="checkbox"/> Special Exception Use <input type="checkbox"/> Clear Cutting	<input type="checkbox"/> Text Interpretation <input type="checkbox"/> Accessory Building/Dwelling Unit <input type="checkbox"/> Other: _____
Statement of Intent: Briefly describe your request (use attachments, if necessary). southeast 74,000 sq ft of land rezoned from Agricultural to Rural resident. Currently not getting 100% homestead exemption otherwise and would like to eventually sell smaller lot and house to son when he gets married.		

5. Required Documents for Site Plan Review

Required Documents for Site Plan Review (complete and attach to this application):

- Environmental Permits Checklist
- Hazardous Substance Reporting Form
- Site Plan, if applicable
- Access predetermination form RCKC or MDOT, if applicable

6. Signatures

Names & addresses of all other persons, corporations, or firms having a legal or equitable interest in the property:

Stephen DeVries

8610 west h ave

Names(s)

Address(es)

Michelle DeVries

8610 west h ave

Names(s)


Address(es)

I (we) the undersigned certify that the information contained on this application form and the required documents attached hereto are to the best of my (our) knowledge, true and accurate.

I (we) acknowledge that we have received the Township's Disclaimer regarding Sewer and Water Infrastructure.

I (we) understand the incomplete applications will not be accepted. If the application is found to be incomplete after submission, formal review and approval may be delayed. Significant revisions to an application or its attachments may result in requiring the submission of additional fees and/or additional escrow.

By submitting this Planning & Zoning Application, I (we) grant permission for Oshtemo Township officials and agents to enter the subject property of the application as part of completing the reviews necessary to process the application.


Applicant Signature








1/28/26
Date


Property Owner Signature

1-28-26
Date



Zoning

-  AG - AGRICULTURAL DISTRICT
-  RR - RURAL RESIDENTIAL DISTRICT
-  R1 - RESIDENCE DISTRICT
-  R2 - RESIDENCE DISTRICT
-  R3 - RESIDENCE DISTRICT
-  R4 - RESIDENCE DISTRICT
-  R5 - RESIDENCE DISTRICT

 AREA OF REZONING

Lawrenceburg, TN 37059 Date: 4-14-26

West H Avenue



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Memorandum



Date: April 14, 2026
To: Township Board
From: Jodi Stefforia, Planning Director
Subject: Zoning Ordinance Text Amendments – First Reading Ordinance 691

Objective

MOTION: Accept for first reading and set for second reading and adoption Ordinance 691.

Background

The first round of quarterly amendments of 2026 from the Wishlist of necessary or desirable changes to the Zoning Ordinance was prepared by staff and considered by the Planning Commission earlier this year.

The prompt for this round came from the legal department and ordinance enforcement department. They have asked that the outdoor lighting provisions be updated to reflect inadequate lighting in areas where security concerns have been raised by the Sheriff's Department, property owners and residents. The proposed amendments address lighting as well as other miscellaneous sections based upon staff observations and challenges encountered in the day-to-day application of ordinance provisions to both existing sites and new development projects. Changes to indoor recreation, assembly halls, village commercial administrative review items, clarification to the home occupation provisions and miscellaneous other housekeeping items are proposed

The public hearing on the proposed amendments was held on March 26. The Planning Commission recommends adoption of the zoning ordinance amendments reflected in Ordinance 691.

Information Provided

Ordinance 691

Core Values

Public Service
Sustainability

DRAFT OSHTEMO CHARTER TOWNSHIP ORDINANCE NO. 691

Adopted:

Effective:

OSHTEMO CHARTER TOWNSHIP ORDINANCE

OSHTEMO CHARTER TOWNSHIP
KALAMAZOO COUNTY, MICHIGAN
ORDAINS:

SECTION ONE. AMENDMENT OF ARTICLE 2: CONSTRUCTION OF LANGUAGE AND DEFINITIONS, SECTION 2.20: DEFINITIONS, is amended as follows:

2.20 Assembly and Convention Hall - A room or building **used principally** for the purpose of hosting a party, banquet, wedding, or any other social or business event. Assembly and Convention Halls can also be called meeting rooms, function halls, reception halls, or banquet halls.

SECTION TWO. AMENDMENT OF ARTICLE 18: C: LOCAL BUSINESS DISTRICT, SECTION 18.20: PERMITTED USES , is amended to add the following:

18.20.R Skating rinks, bowling alleys, indoor recreational facilities and health clubs in existing buildings.

SECTION THREE. AMENDMENT OF ARTICLE 19: VC: VILLAGE COMMERCIAL DISTRICT, SECTION 19.40: ADMINISTRATIVE REVIEW USES, is amended to add the following:

19.40.H Additions and exterior facade changes.

SECTION FOUR. AMENDMENT OF ARTICLE 19: VC: VILLAGE COMMERCIAL DISTRICT, SECTION 19.50: SPECIAL USES, is amended as follows:

19.50.A All new construction ~~additions,~~ **and** conversions of buildings to nonresidential use. ~~, and exterior facade changes other than routine maintenance.~~

19.50.I. ~~Other uses which are determined by the Planning Commission to be similar to those uses permitted in Section 19.20 through 19.40.~~ **Assembly and Convention Hall in existing buildings.**

SECTION FIVE. AMENDMENT OF ARTICLE 26: I-R: INDUSTRIAL DISTRICT, RESTRICTED, SECTION 26.30: PERMITTED USES, is amended to add the following:

26.30.O Skating rinks, bowling alleys, indoor recreational facilities and health clubs in existing buildings.

SECTION SIX. AMENDMENT OF ARTICLE 34: VILLAGE FORM-BASED CODE OVERLAY ZONE, SECTION 34.60: ARCHITECTURAL STANDARDS, is amended as follows:

c. ~~Reserved. Pole-mounted lighting in the Overlay District shall be limited to a height of 20 feet and be downward directed.~~

d. Lighting in the Village Overlay District shall comply with the standards in Section 54.10 to 48.60 of the Zoning Ordinance in addition to those requirements stated below.

SECTION SEVEN. AMENDMENT OF ARTICLE 37: NEIGHBORHOOD COMMERCIAL OVERLAY ZONE, SECTION 37.40: DEVELOPMENT STANDARDS, is amended as follows:

37.40.E Landscaping. ~~A Type C green space shall be established along all property lines, consistent with Section 53.50. A Type F green space shall be established along property lines abutting any property used as a residence. Internal parking lot landscaping shall be provided consistent with Section 53.70. Pursuant to Section 53.140, deviation from the green space requirements may be granted by the reviewing body.~~ Landscaping shall be provided pursuant to Section 53.

SECTION EIGHT. AMENDMENT OF ARTICLE 49: REQUIREMENTS FOR SPECIAL USES, SECTION 49.10: AGRITOURISM, CATEGORY 2, is amended as follows:

C.8 Lighting. Any exterior lighting installed related to an agritourism use or activity shall be appropriately shielded and directed downwards to minimize light pollution. All lighting shall meet the standards of Section 54. ~~78.720: Outdoor Lighting Standards.~~

C.15 Livestock. The keeping of livestock for agritourism purposes shall be subject to the provisions of Section 57.80 ~~78.400: Keeping of poultry, swine, horses, or livestock.~~

D.6 ~~The reserved parking area must be of adequate size to accommodate the anticipated additional traffic of the special event. The size of the reserved parking area shall be reviewed and approved by the Planning Commission.~~ Reserved.

SECTION NINE. AMENDMENT OF ARTICLE 49: REQUIREMENTS FOR SPECIAL USES, SECTION 49.40: ASSEMBLY AND CONVENTION HALLS, is amended as follows:

- A. Assembly and Convention Halls shall have the following maximum capacities as established by the Township building code if located in one of the following zoning districts:
- i. 9th Street and West Main Overlay Zone: 200 people [NOTE: this is existing language]
 - ii. C, Local Business District: 750 people [NOTE: this is existing language]
 - iii. **VC, Village Commercial District: 200 people.**

SECTION TEN. AMENDMENT OF ARTICLE 49: REQUIREMENTS FOR SPECIAL USES, SECTION 49.120: HOME OCCUPATION, is amended as follows:

A. The Planning Commission may authorize as a Special Use, a Home Occupation which departs from the criteria stated in Section 48.60.A.2, 4, and/or 6; provided, however, that any Home Occupation so authorized shall meet the following conditions:

- 4. Operation of a Home Occupation within a completely-enclosed **detached** accessory building subject to Site Plan review and approval by the Planning Commission and the following limitations:

Area of Property	Area of Detached Accessory Building utilized for Home Occupation
Less than one acre	Not permitted
From 1 to 1.99 acres	Up to 500 square feet
From 2 to 2.99 acres	Up to 800 square feet
Three acres or more	Up to 1,200 square feet
Note: In no case shall the area of the accessory building utilized for the Home Occupation exceed the interior gross floor area of the dwelling.	

SECTION ELEVEN. AMENDMENT OF ARTICLE 49: REQUIREMENTS FOR SPECIAL USES, SECTION 49.150: MOBILE HOME PARKS AND ACCESSORY BUILDINGS AND USES, is amended as follows:

Mobile Home Parks - electronic copies of plans. Following final approval by the Planning Commission and before a Certificate of Occupancy may be issued, the applicant shall furnish the Township ~~hard copies on both paper and Mylar and~~ a digital copy of the final approved Site Plan and as-built drawings of ~~public~~ water and sewer mains, prepared to scale. Digital copies shall be provided in **pdf** AutoCAD (.dwg) or (.dxf) format. ~~Digital copies may be submitted on 3 1/2" disk or CD.~~

Each digital file shall include a minimum of two ties to Government Section Corners. Additionally, the following should be included and provided as their own unique layers in the electronic file: [lot](#)/unit numbers; dimensions; lot lines; boundaries; rights-of-way; street names; easements; section lines and section corners; utility lines; adjacent plat corners; and, other information deemed appropriate to the subject project.

SECTION TWELVE. AMENDMENT OF ARTICLE 49: REQUIREMENTS FOR SPECIAL USES, SECTION 49.170: NEW AND/OR USED CAR SALES LOTS; RECREATIONAL VEHICLE SALES LOTS; MOBILE HOME SALES LOTS OUTSIDE OF MOBILE HOME PARKS; FARM MACHINERY AND OTHER EQUIPMENT SALES LOTS; BOAT SALES LOTS; AND OTHER BUSINESSES INVOLVING SUBSTANTIAL OUTDOOR SALES OR ACTIVITIES CONNECTED WITH RETAIL SALES, is amended as follows:

49.170.D All operations and business activities, including the parking or display of sales items and equipment and outdoor sales and display area enclosures, ~~shall comply with the [setback](#) requirements for buildings and [structures](#) contained in the Ordinance.~~ **shall be outside the required landscape areas of Section 53.**

SECTION THIRTEEN. AMENDMENT OF ARTICLE 54: LIGHTING, SECTION 54.60: OUTDOOR LIGHTING STANDARDS, is amended as follows:

54.60.A *General Provisions (select subsections)*

4. **Light Levels at Property Lines.** ~~Lighting designed to illuminate site and area lighting of properties shall be designed such that light levels with non-residential or and multi-family residential zoning or uses shall be designed such that light levels do not exceed 0.1~~ **0.5** foot-candles at any point along the perimeter of the property adjacent to ~~all residential zoning or uses and 0.5~~ **1.0** foot-candle adjacent to all other ~~zoning, and~~ uses or street frontage.
5. **Shared Parking Lots.** Lighting designed to illuminate shared parking lots, **including** shared parking lots that span two or more parcels, **shall be a minimum of 0.5 foot-candles.** Shared parking lots shall be exempt from the ~~requirements in 54.60.A.4~~ **0.5 foot-candle requirement** at the shared **boundary property line** only.
6. **Pedestrian Walkways and Doorways.** Lighting designed to illuminate walkways shall be a minimum of 1.0 foot-candle but not exceed a maximum of 5.0 foot-candles. Lighting designed to illuminate building entryways shall be a minimum of 3.0 foot-candles but not exceed a maximum of 10.0 foot-candles.
7. **Outside Trash and Recycling Containers.** Lighting designed to illuminate outside trash and recycling containers shall be a minimum of 1.0 foot-candles but not exceed a maximum of 5.0 foot-candles.

8. Lighting Ratio. To provide for uniformity of lighting **illuminance within a site, fixtures shall provide an overlapping pattern of light.** The ratio of maximum to minimum levels of light within the **pedestrian walkways and doorways, outside trash and recycling containers, parking lots, and drive aisle areas** of a **non-residential or multi-family residential** properties shall not exceed 20:1. Exception shall be made for those areas along the perimeter of the property where a significant reduction in lighting is expected in order to comply with the provisions of the subsections above.
9. Reduced Lighting. **Lighting for non-residential uses** shall be significantly reduced during non-operational building hours, allowing only lighting necessary for security purposes. Lighting installations should include timers, dimmers, and/or sensors to reduce overall energy consumption and eliminate unneeded lighting that affects urban sky glow. The lighting plan shall note when and how this reduction in lighting will occur.
10. Color Temperature and Rendering. Lighting for all non-residential **and multi-family residential uses** developments shall ~~have~~ **satisfy** the following:
 - (a) A minimum color rendering index (CRI) of 65.
 - (b) A Kelvin rating between 3,000-5,000k.

54.60.B *Pole-Mounted Lighting* **Luminaire Height, Lumens and Spacing** (*rename subsection and amend select subsections*)

2. **Unless allowed by the reviewing body, no** ~~No~~ more than two luminaires shall be allowed per pole. **Up to four luminaires per pole shall be subject to approval by the reviewing body during site plan review. The applicant must prove, to the reviewing body's satisfaction, that up to four luminaires per pole, is consistent with the intent of this Section, and meets all other provisions in Section 54.60.A.**
1. Luminaire height exceeding 25 feet shall be subject to approval by the reviewing body. The applicant must prove, to the reviewing body's satisfaction, that pole heights exceeding 25 feet **are consistent with the intent of this Section, and meets all other provisions in Section 54.60.A.** ~~are needed to ensure public health, safety, and welfare.~~ If permitted, such lighting shall not exceed 40,000 lumens per luminaire and shall be spaced a minimum of 50 feet apart.

54.60.C *Building-Mounted Lighting* (*select subsections*)

1. ~~Pedestrian walkways and doorways~~ **Luminaire Height and Lumens**
 - a. **Luminaire** ~~Mounted~~ height shall not exceed ~~14~~ **20**-feet in height. **Luminaire height exceeding 20 feet shall be subject to approval by the reviewing body during site plan review. The applicant must prove, to the reviewing body's satisfaction, that mounting**

heights exceeding 20 feet, are consistent with the intent of this Section, and meets all other provisions in Section 54.60.A.

- b. Each luminaire shall not exceed 8,000 lumens. ~~and shall be spaced so the lighting for pedestrian walkways does not exceed 2.0 foot-candles and entryways do not exceed 6.0 foot-candles.~~

SECTION FOURTEEN. AMENDMENT OF ARTICLE 57: MISCELLANEOUS PROTECTION REQUIREMENTS, SECTION 57.130: ADDRESSING REQUIREMENTS FOR STRUCTURES, is amended as follows:

57.130.B.2 Single-family homes, duplexes, triplexes, ~~and fourplexes,~~ and accessory dwelling units shall be exempt from this section.

SECTION FIFTEEN. AMENDMENT OF VARIOUS SECTIONS THAT REFER TO COMMUNICATION TOWERS FOR CLARIFICATION WHEN SECTION 59 OF THE ORDINANCE APPLIES:

- 4.40.G Communication Towers, **except as provided for in Section 59.**
- 5.40.K Communication Towers, **except as provided for in Section 59.**
- 11.40.I Communication Towers, **except as provided for in Section 59.**
- 18.40.T Communication Towers, **except as provided for in Section 59.**
- 19.50.Q Communication Towers, **except as provided for in Section 59.**
- 20.40.H Communication Towers, **except as provided for in Section 59.**
- 21.40.O Communication Towers, **except as provided for in Section 59.**
- 26.50.D Communication Towers, **except as provided for in Section 59.**
- 27.20.M ~~Communication Towers.~~ **Reserved.** [delete as it duplicates 27.30.C]
- 27.30.C Communication Towers, **except as provided for in Section 59.**
- 28.30.B Communication Towers, **except as provided for in Section 59.**
- 29.30.C. Communication Towers, **except as provided for in Section 59.**

SECTION SIXTEEN. EFFECTIVE DATE: This Ordinance shall take effect upon publication after adoption in accordance with State law. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

DUSTY FARMER, CLERK
OSHTEMO CHARTER TOWNSHIP

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1st quarter budget amendments

Date of Request and Description:					
1/5/2026 Estimate low for Lexis Nexis for Ord. Enforcement Truck					
Funds Requested To		Amount	Funds Requested From		Amount
GL Number	Description		GL Number	Description	
207-301-80600	IT Services	\$43.00	207-000-40000	Carryover	\$ 43.00
	Total	\$ 43.00		Total	\$ 43.00
Date of Request and Description:					
Date of Request and Description:					
Furnace for the Maintenance Garage					
Funds Requested To		Amount	Funds Requested From		Amount
GL Number	Description		GL Number	Description	
101-567-97400	Capital Outlay	\$ 2,250.00	101-567-97400	Carryover	\$ 2,250.00
	Total	\$ 2,250.00		Total	\$ 2,250.00
Date of Request and Description:					
3/24/26 Kalamazoo Regional Water & Wastewater Commission Dues					
Funds Requested To		Amount	Funds Requested From		Amount
GL Number	Description		GL Number	Description	
485-536-82100	Professional Fees		485-000-40000	Carryover	
486-536-82100	Professional Fees		486-000-40000	Carryover	
	Total	\$ -		Total	\$ -
Date of Request and Description:					
3/18/2026 Meeting Room Timer					
Funds Requested To		Amount	Funds Requested From		Amount
GL Number	Description		GL Number	Description	
101-228-97000	Capital Outlay	\$1,500.00	101-000-40000	Carryover	\$1,500.00
	Total	\$ 1,500.00		Total	\$ 1,500.00
Date of Request and Description:					
3/31/2026					

Funds Requested To			Funds Requested From		
GL Number	Description	Amount	GL Number	Description	Amount
249-371-95800	BO State license	\$ 150.00	249-371-95800	HBA dues	\$ 150.00
	Total	\$ 150.00		Total	\$ 150.00

Date of Request and Description:

4/9/26 - Traffic Calming Carryover. Project not completed in 2025 - remaining balance will be

Funds Requested To			Funds Requested From		
GL Number	Description	Amount	GL Number	Description	Amount
204-441-97600	Capital Outlay - Roads	\$ 89,129.00	204-000-40000	Carryover	\$ 89,129.00
	Total	\$ 89,129.00		Total	\$ 89,129.00

Date of Request and Description:

Funds Requested To			Funds Requested From		
GL Number	Description	Amount	GL Number	Description	Amount
249-371-97600	Bldg Dept Computer - new hire	\$ 2,000.00	249-000-40000	Bldg Dept Computer - new hire	\$ 2,000.00
	Total	\$ 2,000.00		Total	\$ 2,000.00

Memorandum & Request



Date: April 14th, 2025
To: Township Board
From: Alan Miller Ordinance Enforcement Manager
Subject: Budget Amendment - Contracted Services

Objectives

That the township board authorize a budget amendment for blight /junk cleanup.

From: GL GL 101-000-40000 Carryover
To: GL 207-301-96300 Contracted Services

Proposed Motion

MOTION: to approve a budget amendment in the amount of \$19,125.00.00 from Carryover to Contracted Services to provide blight clean up services.

Background

Due to ongoing litigation concerning various blighted properties within the Township, it is necessary to continue utilizing contracted cleanup services through the remainder of the year. Attached are the contractor’s estimates and supporting photographs documenting the work being performed to bring each property into compliance.

Under the Township’s compliance and cleanup order, the Township or its authorized agents are permitted to enter the subject properties to remove all litter, junk, and debris. The costs incurred for these services shall be assessed to the respective properties as damages in accordance with MCL 600.8729. If any such amount remains unpaid for 30 days, it shall become a lien on the property and will be collected pursuant to MCL 600.8731.

Please see the below breakdown of costs for the three subject properties being addressed:

- Subject Property 1 is located on N 1st St.: Equipment, Labor, Dumpster/Disposal, & Vehicle Removal – Estimated Cost \$4,175.00.
- Subject Property 2 is located on W H Ave: Equipment, Labor, Dumpster/Disposal, Lawn Care, & Brush Removal– Estimated Cost \$4,475.00.
- Subject Property 3 is located on N. Drake Rd: Equipment, Labor, Dumpster/Disposal, Vehicle Removal & Tree Removal – Estimated Cost \$10,475.00.

Core Value(s)

7275 W. Main Street, Kalamazoo, MI 49009, (269) 216-5220, Fax (269) 375-7180, www.oshtemo.org

Public Service

SUBJECT PROPERTY 1

N 1ST ST



Exclusive Lawn Care
 269-998-1212
 7656 w main st
 Kalamazoo, MI 49009

Prepared For
 Rod Rought
 Oshtemo Township Ordinance
 Enforcement Officer
 7275 W Main St
 Kalamazoo, MI 49009

Estimate Date
 03/02/2026

Estimate Number
 0000498

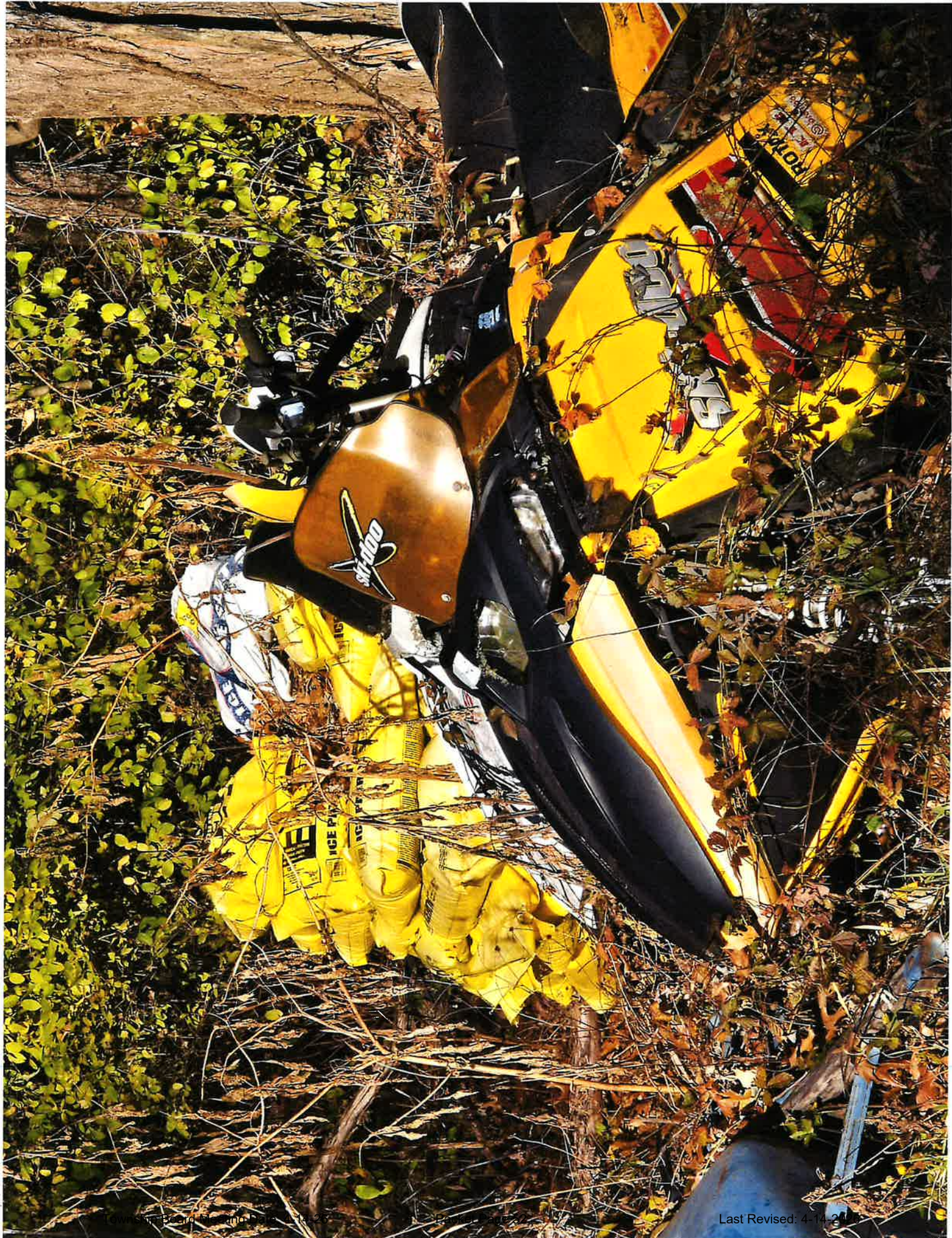
Description	Rate	Qty	Line Total
Property Cleanup 1st St Nick Jones Cleanup of residential property of random debris and cluster. Including trash, different forms of metal and plastic items. Possible removal of Personal Water craft and several snowmobiles. Site was inspected Via Scott, Alan and Rod from the township. Job will consist of loading up items with Skid steer and grapple. A deputy and or Alan/Rod will be needed on site to allow for a safe work zone for employees to accomplish the task needed and to communicate with property owner on items that will be staying or being removed. Job will be priced on Per day that equipment is on site and a price per load of material removed.	\$0.00	1	\$0.00
Equipment Skid steer with grapple Includes operator for the day	\$1,600.00	1	\$1,600.00
Labor One additional Laborer	\$600.00	1	\$600.00
Dumpster/Disposal Roll off Dumpster 20Yrd Price Per dumpster Approx 2-3 Containers 100.00 additional charge for weight over 3 tons	\$700.00	2	\$1,400.00
General Scrap metal will be removed free of Charge	\$0.00	1	\$0.00
Dumpster/Disposal Price is per tire for disposal.	\$15.00	10	\$150.00
Dumpster/Disposal Dump trailer. Price is per dumptrailer load. This may not be needed depending on container availability and Material needed to be removed.	\$425.00	1	\$425.00

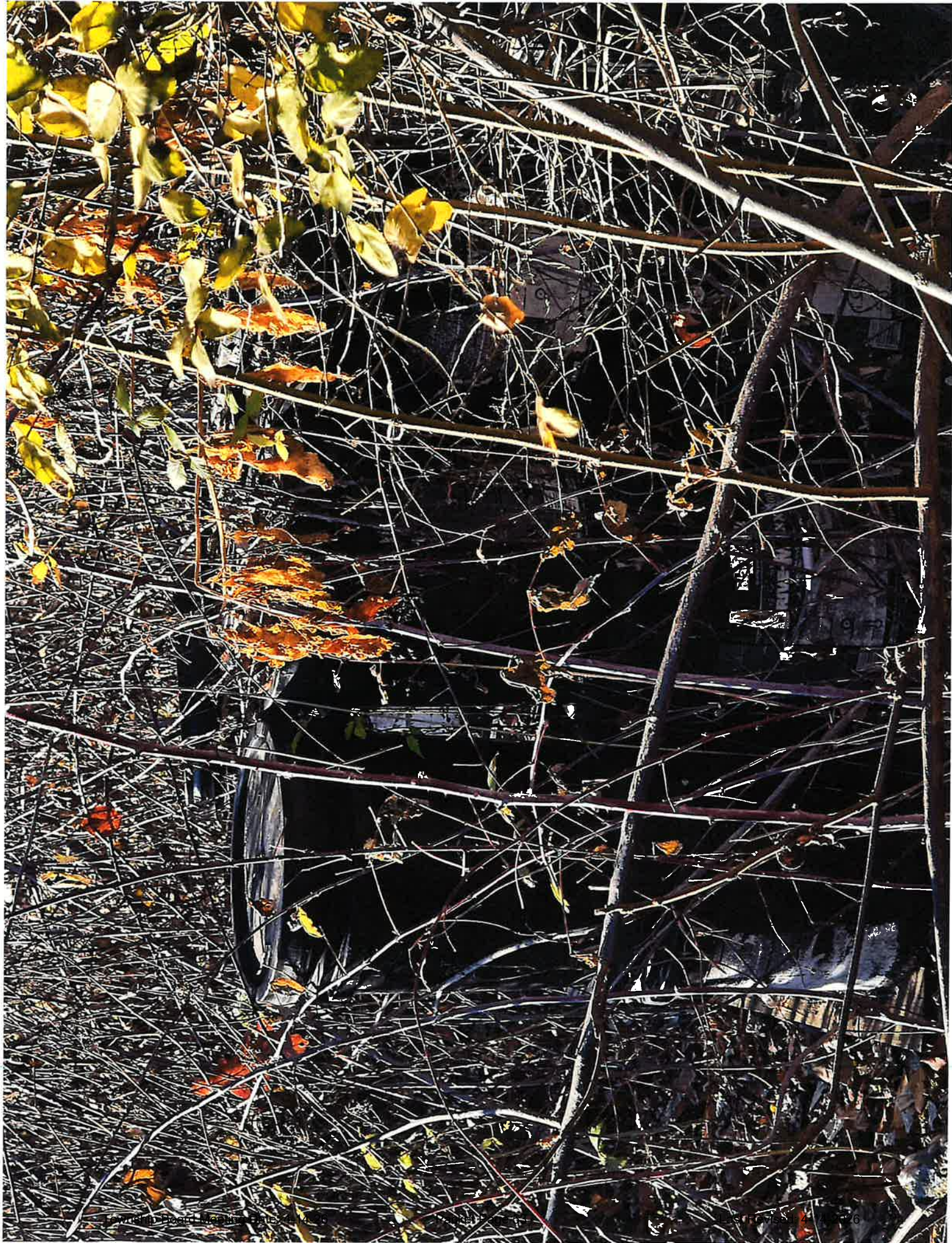
Subtotal	4,175.00
Tax	0.00

Estimate Total (USD)	\$4,175.00
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Terms

- www.exclusivelawncarekalamazoo.com
- All services will be done in a professional manner according to standard practices.
- If for any reason you are not satisfied, notify us within (3) days and we will review the issue and correct if necessary.
- Additional services from the above specifications will be an extra charge.
- A 25.00\$ late fee will be applied to all overdue accounts and service will be discontinued until invoices and fees are paid.
- All invoices must be paid via cash or check within 15 days of the statement date.
- There will be a \$25.00 service charge for all returned checks

















SUBJECT PROPERTY 2

W H A V E



Exclusive Lawn Care
 269-998-1212
 7656 w main st
 Kalamazoo, MI 49009

Prepared For
 Rod Rought
 Oshtemo Township Ordinance
 Enforcement Officer
 7275 W Main St
 Kalamazoo, MI 49009

Estimate Date
 07/15/2025

Estimate Number
 0000480

Description	Rate	Qty	Line Total
Property Cleanup Have Cleanup of residential property of random debris and cluster. Including trash, different forms of metal and plastic items. Site was inspected Via Scotty and Rod from the township. Job will consist of loading up items with Skid steer and grapple and hauled off site with dump trailers. A deputy and or Rod will be needed on site to allow for a safe work zone for employees to accomplish the task needed and to communicate with property owner on items that will be staying or being removed. Job will be priced on Per day that equipment is on site and a price per load of material removed.	\$0.00	0	\$0.00
Equipment Skid steer with grapple. Includes machine and operator for one day.	\$1,600.00	1	\$1,600.00
Dumpster/Disposal This is a price per dump trailer load and includes disposal. Estimating 3-5 loads of material.	\$425.00	5	\$2,125.00
Labor Day rate for one Laborer	\$600.00	1	\$600.00
Dumpster/Disposal Fees for any tire disposal onsite. Price per tire	\$15.00	10	\$150.00
General Any scrape metal will be removed free of charge	\$0.00	1	\$0.00
		Subtotal	4,475.00
		Tax	0.00

Terms

- www.exclusivelawncarekalamazoo.com
- All services will be done in a professional manner according to standard practices.
- If for any reason you are not satisfied, notify us within (3) days and we will review the issue and correct if necessary.
- Additional services from the above specifications will be an extra charge.
- A 25.00\$ late fee will be applied to all overdue accounts and service will be discontinued until invoices and fees are paid.
- All invoices must be paid via cash or check within 15 days of the statement date.
- There will be a \$25.00 service charge for all returned checks











SUBJECT PROPERTY 3

N DRAKE



Exclusive Lawn Care
 269-998-1212
 7656 w main st
 Kalamazoo, MI 49009

Prepared For
 Rod Rought
 Oshtemo Township Ordinance
 Enforcement Officer
 7275 W Main St
 Kalamazoo, MI 49009

Estimate Date
 06/17/2025

Estimate Number
 0000475

Description	Rate	Qty	Line Total
Property Cleanup Drake RD Cleanup of residential property of random debris and cluster. Including trash, different forms of metal and plastic items. Demo of at least 2 out buildings, along with the contents inside of them. Site was inspected Via Scotty and Rod from the township. Job will consist of loading up items with Skid steer and grapple in the dumpsters. A deputy and or Rod will be needed on site to allow for a safe work zone for employees to accomplish the task needed and to communicate with property owner on items that will be staying or being removed. Job will be priced on Per day that equipment is on site and a price per load of material removed.	\$0.00	0	\$0.00
Equipment Skid Steer with grapple. Includes one operator. Per day Price	\$1,600.00	1	\$1,600.00
Labor 2 Laborers on site to assist with smaller items to load and move trash on site. Per day Price 600.00/Laborer	\$600.00	2	\$1,200.00
Dumpster/Disposal Estimating 3-5 Large on site roll off dumpsters. Per dumpster Price Addition weight over 4 Ton is Charged additional 100.00 per ton	\$975.00	4	\$3,900.00
Dumpster/Disposal Fee for tire Disposal is per tire on site.	\$15.00	25	\$375.00
Dumpster/Disposal All metal on site will be removed free of charge.	\$0.00	1	\$0.00
Dumpster/Disposal	\$425.00	8	\$3,400.00

Dump trailer loads of material. In the event we cant get dumpsters on site. We will remove the material with trailers. This is a per trailer load price.

Subtotal	10,475.00
Tax	0.00
<hr/>	
Estimate Total (USD)	\$10,475.00

Terms

- www.exclusivelawncarekalamazoo.com
- All services will be done in a professional manner according to standard practices.
- If for any reason you are not satisfied, notify us within (3) days and we will review the issue and correct if necessary.
- Additional services from the above specifications will be an extra charge.
- A 25.00\$ late fee will be applied to all overdue accounts and service will be discontinued until invoices and fees are paid.
- All invoices must be paid via cash or check within 15 days of the statement date.
- There will be a \$25.00 service charge for all returned checks









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OSHTEMO CHARTER TOWNSHIP
KALAMAZOO COUNTY, MICHIGAN

RESOLUTION REGARDING CLOSED
SESSION OF APRIL 14, 2026

WHEREAS, an employee has requested to meet with the Township Board in closed session to discuss a personnel performance evaluation; and

WHEREAS, Section 8 of the Open Meetings Act, 1976 PA 267, as amended, permits a public body to meet in closed session for personnel review if requested by the employee where the request has been made in writing; and

WHEREAS, the Board has received such a written request from an employee to meet in closed session.

NOW, THEREFORE, BE IT RESOLVED that, in accordance with the Open Meetings Act, the Oshtemo Charter Township Board hereby determines to meet in closed session this 14th day of April, 2026, to discuss said personnel matter.

Motion was made by _____ and seconded by _____, to adopt the foregoing Resolution.

Upon roll call vote the following voted "Aye":

The following voted "Nay":

The following were Absent:

The following Abstained:

The Supervisor declared that the Resolution has been adopted by at least 2/3 of the members of the Board.

DUSTY FARMER, Clerk
Oshtemo Charter Township

CERTIFICATE

STATE OF MICHIGAN)
) ss.
COUNTY OF KALAMAZOO)

I, Dusty Farmer, the duly appointed and acting Clerk of the Township of Oshtemo, certify that the foregoing constitutes a true and complete copy of a Resolution adopted at a regular meeting of the Oshtemo Charter Township Board held on April 14, 2026, which meeting was preceded by required notices under the Michigan Open Meetings Act, being 1976 PA 267; that a quorum of the Board was present and voted in favor of said Resolution; and that minutes of said meeting were kept and will be or have been made available as required by said Open Meetings Act.

IN WITNESS WHEREOF, I have hereto affixed my official signature on this ___ day of April 2026.

Dusty Farmer, Clerk
Oshtemo Charter Township