

Complete Streets Policy - Appendix B
ROAD ASSESSMENT POLICY
EFFECTIVE: OCTOBER 11, 2022

ADMINISTRATIVE PROCEDURE

With assistance of the Capital Improvements Committee (CIC), the Road Commission of Kalamazoo County (RCKC) and Public Works Staff, the Oshtemo Charter Township Board shall annually determine which local roads will receive improvements (preventative maintenance or reconstruction). Selection of projects and treatments shall be subject to available Township funds and consideration of long-range plans.

A project funding formula is herein outlined. Resolutions or petitions for Assessment Districts shall be forwarded to the RCKC for Public Hearing.

Township road dollars shall, in general, not be spent on roadway reconstruction if the local street is not served with sanitary sewer and sanitary sewer is available to be extended to service properties along the street. Additionally, preventative maintenance shall also be deferred if said local street is identified in the Capital Improvements Plan as planned for sanitary sewer extension within the subsequent five (5) years. This deferment of other than routine road maintenance is to facilitate the coordination of roadway work with sanitary sewer extensions to utilize Township funds in the most efficient and effective manner.

CAPITAL IMPROVEMENT

FUNDING FORMULA (SUBJECT TO AVAILABILITY)

1. Local Roads

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| Preventative Maintenance (e.g. Chip Seal or Seal Coat or Overlay) | Township Funds as supplemented with RCKC PAR Funds |
| Reconstruction | Township Funds as supplemented with RCKC PAR Funds |

2. Plat Streets

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| Chip Seal or Seal Coat | Township Funds as supplemented with RCKC PAR Funds |
| Additional Road Improvements/ Ultra-Thin HMA Paving | 50%-100% Of Additional Cost Over Township Proposed project shall be by special assessment. Cul-de-Sacs shall be assessed in a manner that approximates an equitable contribution for the "pie" shaped square yardage frontage each assessable parcel (i.e. approximately comparable to the ½ roadway width square yardage assessed on a two-sided street). |
| HMA Overlay/Reconstruction | Township Funds as supplemented with RCKC PAR Funds |

3. Dust Control (gravel roads)

100% Township Funds

4. Failed Condition (local road)

Follow procedure per RCKC FAILED CONDITION LOCAL ROAD POLICY.

5. Safety Improvements

100% Township Funds if crash data or standard principals applied and supported by Public Works Staff, RCKC Staff or Professional Traffic Operations Engineer

6. Traffic Calming Measures

Follow procedure per RCKC NEIGHBORHOOD TRAFFIC CALMING POLICY. Costs incurred are to be split 50/50 with initiating group and Twp funds (as available) up to \$5,000 than any excess is 100% initiated group responsibility.

8. Property-Owner Initiated Improvements

Public Road

A petitioned Public Roadway SAD is eligible for up to 50% Township Cost participation as outlined in this policy unless otherwise identified herein. Specifically, the Township Board shall separately determine to what extent, if any, the Township shall contribute to the project.

Private Road

A petitioned Private Roadway SAD project shall bear 100% of the cost for the improvements and shall include reimbursement of the administrative costs incurred by the Township.

ASSESSING POLICY

1. The Township shall annually determine which roads will be restored/reconstructed subject to budget limitations.
2. Parcels or outlots not in a plat, but with frontage on a plat street would be assessed using the funding formula but not to exceed the largest assessment in the district.
3. Parcels located on a "curved corner" will be assessed using the funding formula but not to exceed the largest assessment in the district.
4. Assessments for condominium units will assessed using the funding formula and the amount will be divided equally among the number of units.
5. The Township has the right and responsibility to set an assessment district, when it has been determined a road must be restored or reconstructed and funding is needed.
6. The Township reserves the right, should the need arise, to revise this policy at any time and may establish assessment districts calling for abutting landowners to share in the construction, restoration, or reconstruction of any road. In addition, the Township may consider a petition for road improvements and the establishment of a special assessment as provided by state law.