



CALENDAR OF EVENTS

- JANUARY 1 OFFICES CLOSED NEW YEARS DAY
- JANUARY 3 SHELDON DUNES WATER BILLS DUE
- JANUARY 8 MASTER PLAN OPEN HOUSE
- FEBRUARY 14 WINTER TAXES DUE
- FEBRUARY 28 AST DAY FOR 2024 TAXES AT THE TOWNSHIP
- LATE FEBRUARY ASSESSMENT NOTICES MAILED
- MARCH 10 AND 11 BOARD OF REVIEW
- SPRING OR EARLY SUMMER ANNUAL CLEAN-UP DAY TBD

NEWS TO USE

MASTER PLAN OPEN HOUSE—CONSUMERS SUBAREA DRAFT PLAN

Join us on **Wednesday, January 8, 2025** from 5:30pm to 7pm at the Port Sheldon Township Hall for an open house session on the Consumers Energy Subarea Draft Plan!

At the open house, the community will be able to:

-Learn more about the draft concepts in the exploratory scenarios, evaluation findings, and the draft Future Land Use plan.

-Provide feedback on the draft Subarea plan and Future Land Use plan.

There will be a brief presentation and Q&A starting at 5:30pm. Light refreshments will be served! Please RSVP at the link on our website.

TREASURER HOURS FOR TAX COLLECTION

As always, your tax payments are accepted in person, online (3% fee applies), by mail, or by township drop box. POSTMARKS are NOT accepted. To have your payment processed with a 2024 collection date, your payment must be received in our office by noon on December 31, 2024.

The last day to pay taxes without penalty is February 14, 2025. The treasurer will be in the office from 9:00am-5:00pm for the collecting taxes on this date.

The **last day** the Treasurer may accept payments for 2024 taxes **in the Township office** is February 28, 2025. The treasurer will have office hours from 9:00am-5:00pm on that day.

As of March 1, 2025, taxes must be paid at Ottawa County.

BLOOD DRIVE

There will be a blood drive at the Township Hall on Wednesday, January 29, 2025 from 2-7. Please see our website or Facebook page for more details. Other dates in 2025 will be: April 23, July 23 and October 22.

MARCH BOARD OF REVIEW

Property owners may appeal the assessed value of their property and must do so at the Board of Review. **Appeals are by appointment.** For an appointment time, please call the township office at 616-399-6121. Board of Review hours are:

- Monday, March 10: 9:00 am — 3:00 pm
- Tuesday, March 11: 3:00 pm— 9:00 pm

MORE NEWS TO USE

BURN PERMITS

Please fill out the burn permit application on our website's home page before burning on your property. Even if you do have a burn permit, there are restrictions on what can be burned, and the fire must always be attended. You could be liable for costs incurred if the Fire Department is required to extinguish your fire. For more information, including a list of prohibited items, please view the application.

THANK YOU TO THE COMMUNITY!

The Fire Department's 2024 Crusade for Toys has collected \$300 and 100 toys for area children in need.

SNOW REMOVAL SAFETY

The township reminds all residents and businesses to use both caution and courtesy with snow shoveling, plowing and snow storage. Do not pile snow on the bike paths or in areas where road visibility is impacted, and please be respectful of your neighbors' property.

PORT SHELDON TOWNSHIP TRASH SERVICE

We have received many complaints lately regarding abuses to the trash services on Saturday mornings. Here is a reminder of proper usage: household trash must be in the Township-provided green trash bags, and dumping is ONLY allowed when the truck is present.

Often, a local metal recycler parks a trailer on the right of way for metal items to recycle.

SHORT-TERM RENTALS

As of January 1, 2025, the Short-Term Rental Ordinance is in effect! If you are planning to use your property as a short-term rental, please fill out, submit your application and include \$350 initial registration fee to the office (or str@portsheldontwp.org).

CHRISTMAS TREE RECYCLING

Consumers Energy J.H. Campbell Complex will accept natural Christmas trees for recycling. Residents may drop off trees in the Christmas Tree Corral near the security gate off Croswell near Lakeshore Drive.

FROM THE ASSESSOR'S OFFICE

This is the time of year the Assessor's Office staff is working to wrap up our on-site review of building permits to get a status as of "Tax Day," December 31st, 2024, for the upcoming 2025 Assessments. We continue to be out and about in our community meeting with folks, measuring homes and buildings, and taking exterior photos for our appraisals.

VOTER TURNOUT

Voter turnout for the November 2024 election was 78.54%. We also had a total of 97.1% of our AV ballots returned. Thank you for turning out to vote!

PUBLIC HEARING DEADLINES

Please submit applications to the Zoning Board of Appeals or the Planning Commission at least **28** days before the pertinent meeting. Questions? Please call the office, or email info@portsheldontwp.org.

JOIN OUR EMAIL LIST!

Use the QR code, or the link on the home page of our website to subscribe to the digital version of our newsletter! It will be delivered quarterly, and this list will also be used to announce any breaking news. (For example, trash service or event cancellations.)



PORT SHELDON TOWNSHIP
16201 PORT SHELDON ST
WEST OLIVE, MI 49460
www.portsheldontwp.org



Supervisor, *Mike Sabatino*
Clerk, *Meredith Hemmeke*
Treasurer, *Rachel Frantom*
Trustee, *Bill Monhollon*
Trustee, *Luke DeVries*
Administrative Assistant, *Tatjcha Lambers*
Building and Zoning Administrator, *Ryan Capson*
Building Administrative Assistant, *Diane Jansen*
Assessor, *Tyler Tacoma*
Fire Chief, *Brad Dirkse*

QUARTERLY HIGHLIGHT: TOWNSHIP COMMUNICATIONS

In an effort to continually improve Township communication with residents, we have created several ways to help keep residents informed.

This newsletter, which is published quarterly, is a great point of reference for many items, but there are other ways you can stay informed!

The Township website, www.portsheldontwp.org, is a great resource for forms, documents and ordinance lookup, as well as updates regarding important news affecting township life. With some of the larger events affecting the township, landing pages have been added to help you quickly navigate to information regarding the Consumers Decommissioning and the Master Plan process.

The Township also has a Facebook page which is used to post updates and important info. If you are a Facebook user, you will get the added benefit of being notified when new updates and events are posted.

One more way to stay informed is an email subscription list! Use the QR code at the front of the newsletter, or the form on the home page of the Township website to subscribe. The intent for an email list is that residents have easier access to the newsletter, and any breaking news (for example, trash service cancellations).

Lastly, residents can always schedule an appointment, or stop in to chat with Township Officials or staff members during open office hours. We are always happy to listen, and help navigate any questions you might have.

**FIRE DEPARTMENT
NEWS AND CALL LOG**

In **September, October and November** the Fire Department responded to **74 calls:**
Medical—35, Lift Assist—5, Fire Alarm—4, CO Alarm—1, PI Accident—2, Gas Odor—1,
Smoke/Odor Investigation—1, Building Fire—4, Vehicle Fire—1, Brush Fire—2, Cooking Fire—1,
Controlled Burn—3, Authorized Burn—1, Unauthorized Burn—1, Service Call—4, Good Intent—2,
Canceled Enroute—5

PORT SHELDON TOWNSHIP OFFICE

Phone: 616-399-6121 **Fax:** 616-399-7173

Website: www.portsheldontwp.org

Hours:

Monday-Friday 9:00AM - 12:00PM

Wednesday evenings 5:00PM - 7:00PM

Assessor available Friday mornings

Building/Zoning Administrator available M/W/F mornings

RECURRING CALENDAR EVENTS

Board of Appeals

Meets as needed at **5:30PM** the 1st Wednesday of each month

Board Meetings

5:30PM the 2nd Wednesday of each month

Planning Commission

5:00PM the 4th Wednesday of each month

Trash Service

7:30-10:30AM Saturdays