

Agenda

Planning Commission

City of Kalamazoo



Wednesday, June 22, 2022

7:00 PM

SPECIAL MEETING City Commission Chambers – 241 West South Street

A. CALL TO ORDER/ROLL CALL

B. ADOPTION OF FORMAL AGENDA

C. APPROVAL OF MINUTES

D. COMMUNICATIONS AND ANNOUNCEMENTS

E. PUBLIC HEARINGS

1. P.C. #2022.02: 116 Fellows Avenue. OutFront Kalamazoo is requesting a special use permit for a transitional residence at 116 Fellows Avenue.
2. P.C. #2022.04: 1506 and 1508 E. Michigan Avenue. Felicia Townsend is requesting a special use permit for a rooming / boarding house at 1506 and 1508 E. Michigan Avenue.

F. DISCUSSION/ACTION ITEMS

G. REPORTS

1. City Planner's Report

H. PUBLIC COMMENTS

I. CITY COMMISSION LIASON COMMENTS

J. PLANNING COMMISSIONER COMMENTS

K. ADJOURNMENT



COMMUNITY PLANNING & DEVELOPMENT DEPARTMENT

Planning Division

245 North Rose Street, Suite 100

Kalamazoo, MI 49001

(269) 337-8044

www.kalamazoocity.org

www.imaginekalamazoo.com

June 7, 2022

**REVISED NOTICE OF A PUBLIC HEARING FOR A SPECIAL USE PERMIT
FOR A TRANSITIONAL RESIDENCE AT 116 FELLOWS AVENUE**

Dear Property Owner/Occupant:

You are receiving this notice because you either own or occupy property that is near this site. This notice is to inform you that an application has been filed with the Planning Commission for a Special Use Permit for a transitional residence at 116 Fellows Avenue.

All Special Use Permits are reviewed by the Planning Commission at a public hearing. During the public hearing, the applicant is provided the opportunity to present the request. Then the public will have an opportunity to provide comments on the special use permit. Final decisions on Special Use Permits are made by the City Planning Commission.

APPLICANT OutFront Kalamazoo

APPLICATION #: P.C. #2022.02

LOCATION OF PROPERTY: 116 Fellows Avenue

PROPOSED SPECIAL USE: Transitional Residence in the Residential – Multi Dwelling District (RM-36)

DATE OF HEARING: A public hearing will be held by the **Planning Commission** on Wednesday, June 22, 2022, at 7 p.m. in the City Commission Chambers at City Hall, 241 W. South Street. This meeting will also be streamed live on the [City's Facebook page](#) and [YouTube Channel](#). Check www.kalamazoocity.org for details.

To examine documents related to this request or provide written comments, please contact Pete Eldridge at eldridgep@kalamazoocity.org or call (269) 337-8806. The agenda will be posted at <https://kalamazoomi.civicclerk.com/web/home.aspx>

Sincerely,

Peter C. Eldridge, AICP
Assistant City Planner



Community Planning & Economic Development

245 N. Rose Street, Suite 100 • Kalamazoo, MI 49007
(269) 337-8026 • www.kalamazoocity.org

Plan Review invoice :PSU22-001

PLANNING COMMISSION APPLICATION

APPLICANT INFORMATION			
Name: Amy Hunter		Mailing Address: 340 S Rose St	
City: Kalamazoo		State: MI	ZIP Code: 49007
Phone: 2697209329	Email: amy@outfrontkzoo.org	Preferred Contact: ☐ Email ☐ Phone	
PROPERTY OWNER INFORMATION			
<i>If the applicant is not the property owner, owner must sign application or provide a letter stating that owner gives consent for the application to be filed.</i>			
Name: Kalamazoo Gay/Lesbian Resource		Mailing Address: 340 S. Rose St	
City: Kalamazoo		State: MI	ZIP Code: 49007
Phone: 2697209329	Email: amy@outfrontkzoo.org	Preferred Contact: ☐ Email ☒ Phone	
PROPERTY INFORMATION			
Property Address(s): 116 Fellows Avenue			
Parcel Identification Number(s):		Zone District (kalamazoocity.org/maps):	
TYPE OF REQUEST			
☐ Rezoning		☐ Planned Unit Development (PUD)	
☐ Text Amendment (Chapter(s) _____, Section(s) _____)		☐ Preliminary Subdivision	
☒ Special Use Permit		☐ Right of Way Vacation	
Description: Transitional Housing for members of the LGBTQ+ community			
ATTACHMENTS			
☒ \$ 375.00 Fee		☒ Completed Review Sheet	
☐ Other documents or engagement information <i>Note: 10 days before meeting provide update on outreach to neighbors or provide any letters of support</i>			
SIGNATURE			
Signature of Applicant: Amy Hunter		Date: 2-3-2022	
Signature of Owner (if different than applicant):		Date:	



PLANNING COMMISSION

SPECIAL USE PERMIT REVIEW SHEET

Please describe use which requires a special use permit: (may also provide on a separate sheet):

Review Criteria for Special Use Permit

The Planning Commission will use the following criteria to review Special Use Permits. Please reach out to staff if you have any questions.

Will the proposed special use be appropriate for this location and compatible with the character of surrounding land uses and the uses permitted in the zone districts?

Does the proposed special use comply with the Use Standards of Chapter 4 and Chapter 50 for this land use?

Will the location and design of the special use reduce any negative impacts on surrounding lands with regard to: visual impact, parking and loading, odors, noise, glare, and vibration?

Does the location and design of the special use reduce undesirable effects, including visual impact of the proposed use on adjacent property by retaining some natural features of the landscape to provide a buffer between the special use and adjoining lands?

Does the location and design of the special use reduce adverse effects, including visual impact of the proposed use on adjacent property by locating buildings, structures, and entryways to reduce impact?

Does the location and design of the special use reduce adverse effects, including visual impact of the proposed use on adjacent property by providing appropriate screening, fencing, landscaping, and setbacks?

Will the proposed special use reduce environmental impacts, and conform to all environmental protection standards of this Ordinance, or any other state or federal laws?

Will there be adequate road capacity available to serve the proposed special use?

Will the proposed special use be designed to ensure safe ingress and egress onto the site and safe road conditions around the site?

Will there be adequate potable water, wastewater, solid waste, park, police, and fire/EMS facilities to serve the proposed special use?

Will the proposed special use be located and designed so that adequate access onto the site is provided for fire, police, and EMS services?

Does the proposed special use meet the appropriate standards in Chapter 6: General Development Standards?

Does the proposed special use meet all standards imposed on it by all other sections of this Ordinance for use, layout, and general development characteristics?

116 Fellows Avenue

“Legacy House”

Brief Zoning history

After a three-year search, in June of 2020, the Kalamazoo County Public Housing Commission (KCPHC) purchased the property at 116 Fellows Avenue with the express intent of renovating it to become transitional housing for LGBTQ youth aged 18-24. At that time, the zoning of 116 Fellows Ave was “C-C” or “Commercial – Community” making the property suitably zoned for transitional housing. Unbeknownst to OutFront Kalamazoo and the KCPHC, the property was *re-zoned* to “Residential” in November of 2020. But it was not until February of 2022 that the zoning change was discovered.

Because KCPHC and OutFront Kalamazoo were unaware of the zoning change, plans by OutFront Kalamazoo to purchase, finish renovations, and furnish the property went forward with the intent of using the home as LGBTQ youth transitional housing. The renovation was completed in November of 2021 and the property was purchased by OutFront Kalamazoo from the KCPHC in December of 2021 with OutFront Kalamazoo still believing the zoning was acceptable for transitional housing.

This history of the property and the description below of the need for transitional housing in Kalamazoo is meant to give you a clear perspective about why a **“special use permit”** is needed to fulfill these needs and use the property at 116 Fellows Avenue as transitional housing.

The Problem

40% of homeless youth identify as lesbian, gay, transgender, or queer (LGBTQ). ***Forty percent.***

Homelessness has been increasing across the country in the past few years. With the pandemic came a marked increase in the jobless rate, and the lack of affordable housing has pushed many more Americans out of their homes. Along with adults, homelessness affects youth – in fact, about 7% of the homeless are youth aged 13-24. Nationally, about 40% of those youth identify as LGBTQ, and Kalamazoo County mirrors this national average. Those percentages translate to 7,422 homeless LGBTQ youth annually in Kalamazoo County.¹ In the community-wide commitment to ending homelessness, this sector of the homeless population has been largely ignored, though the problem is clear.

The Study and Start-up

As a start-up program, we set out to determine what homeless young people need and to propose a long-term solution. Through connections with OutFront Kalamazoo, The Ark for Youth, other organizations that serve youth, and youth groups, we made one-on-one connections with LGBTQ youth. Similarly, we connected at house parties, coffee shops, and dance clubs. Via text, social media, and phone calls, those

¹ Based on population data the US Census Bureau

we connected with let us know what they needed, and we offered our help. In total, we connected with 292 LGBTQ youth.

There are many details these youth reported, all of which combine to form a picture of what it looks like to be young, and LGBTQ, and homeless. This is just a partial list.

- They have a very difficult time finding a local shelter that is safe and where they are treated respectfully. They report higher rates of violence, abuse, exploitation, and other forms of discrimination from both staff and residents. This is especially true for transgender clients and those who don't fit the heterosexual norm – they look or sound “different” than others their age.
- Rather than in an abusive shelter environment, many have chosen to live in their car, in an abandoned building without water or heat, or in an underground shelter. They remain constantly focused on where they will stay that night and where to find food.
- Another housing option is “couch-surfing,” where they will sleep on someone’s couch for a night or two and then move on. This living situation often leads to cyclical homelessness, where they don’t follow a consistent path toward a permanent home.
- LGBTQ youth have often been rejected by their families and thrown out of their family home. This is most often a traumatic experience and can lead to emotional stresses and no access to counseling or support.
- Sex trafficking is often a means of survival – in exchange they may find a place to sleep, a meal, or money.

We began by working with 110 youth to help find housing. Each developed their own set of goals to move out of homelessness – their goals ran the gamut from needing emergency shelter to requesting drug addiction counseling to employment and family reconciliation. Each of the individuals took an active role in working with a wide variety of local organizations that serve youth. As expected, they needed guidance and support systems to find emergency shelter and to eventually move into sustainable housing.

The Stories

We began working with two clients during spring of 2017, one seventeen and one sixteen-year-old, that were kicked out of their homes after coming out to their families. They were living in a car as they did not trust faith-based shelters in town. We worked with them to find employment and then assisted in finding a permanent housing option. With basic needs of food and shelter met, focus shifted to returning to school. Both were enrolled back into high school and were able to reconcile with their families with our guidance and support. In the spring of 2018, we received an invitation to their high school graduation. One of these clients is attending a trade school and the other client enrolled in a university with plans to become an Astrophysicist.

Another client we began working with at the beginning of 2018 was living out of a backpack and had spent several nights on the street. They had spent time in a local shelter where they experienced abuse that went unchecked by staff. The client was suicidal, and we were able to coordinate a stay in a local inpatient mental health care facility. Upon leaving inpatient care, we were able to provide a two week stay in a motel. This gave them time to find employment and move into permanent housing. With basic needs of shelter, food, and mental wellness met, they were able to focus on reconciliation with their family. With our guidance and support, they were able to reconcile and move back into their family’s home. They have plans to continue working and to attend college.

The Work

In assisting our first clients, it became clear that there are 3 distinct subservices needed: intensive case management, transitional housing for those under 18, and transitional housing for 18- to 24-year-olds. Our initial clients provided the details we needed to create this program.

Case Management

As you can tell from the stories, each person faces their own set of challenges in moving out of homelessness, and each developed their own set of goals to that end. The program offers guidance and support and coordinates services with other local organizations that assist these youth in reaching those goals. This list includes:

- emergency shelter
- transitional housing
- sustainable long-term housing
- access to food
- reconciling with family
- employment search guidance, advice, transportation
- translation services
- assistance escaping human trafficking
- life skills and further education
- therapists and physicians
- treatment for drug addiction
- legal assistance

Some of the ways we helped:

- 32 returned to/furthered their education
- 62 found employment
- 162 obtained mental health services that specialize in LGBTQ issues
- 26 found medical professionals trained in LGBTQ health concerns

Emergency and Transitional Housing with Supportive Services

Our first role was frequently to find a safe place to stay for the short term. We found places for some through connections with local organizations, others we housed briefly at a motel. This short-term housing allowed the time to find transitional housing – a medium-term solution geared toward finding a permanent home.

Transitional Housing for Youth under 18

Host homes was developed with the Faith Alliance of OutFront Kalamazoo as a transitional housing option. In this model, the Faith Alliance engages families interested in housing a homeless teen. A host home is a way for a young person to live with another family while working to reunite them with their family through counseling.

Transitional Housing for Youth 18-24 – Legacy House

To end their homelessness, this age group needs to be prepared to sustain themselves and a safe place to live. This requires training in life skills – things such as school tutoring, cooking and nutrition, employment support programs, daily organization, and scheduling. Our programming provides the training and the time to learn and then to branch out on their own.

- Youth in this age group may stay in a host home so they have time to find a job, locate an affordable place to live, and gain life skills to live on their own.
- **A second alternative for transitional housing is soon to be the *Legacy House*. This house, purchased specifically for this program, is now renovated and ready to be furnished for occupancy. With a Special Use Permit, it will soon provide safe and affirming transitional support for 6-8 young LGBTQ+ people aged 18-24.**

Continued Need

The biggest lesson we learned from our experience is that there is a huge need for emergency and transitional housing, supportive services, and life skills training for LGBTQ youth in Kalamazoo County. We have worked hard to make connections and establish relationships in our community so that when these youths come to us for help, we have the resources and the networks to provide that assistance and set them on the path to stability. The Legacy House will have a huge impact on our ability to provide a safe and affirming place to transition out of homelessness and into productive and meaningful lives.

The Funders

Without our funders and partners, this program and the **Legacy House** would not have existed. We are so grateful to the organizations and those we worked with at each of them for working to lift this population out of homelessness.

Kalamazoo County Housing Choices

OutFront Kalamazoo

CARES of Southwest Michigan

Kalamazoo Community Foundation

Kalamazoo Public Housing Commission

LISC Kalamazoo

Kalamazoo County Government

Gilmore Foundation

Stryker Johnston Foundation

Kalamazoo Community Foundation Equality Fund Richard Knapp Bequest Foundation through First

United Methodist Church

Northwood Foundation



OutFront Kalamazoo's office at 340 S. Rose St in Kalamazoo, Michigan. (Joel Bissell | MLive.com) Joel Bissell | MLive.com



142
shares

By **Ryan Boldrey | rboldrey@mlive.com**

KALAMAZOO, MI — OutFront Kalamazoo is in the process of preparing to open Kalamazoo's first long-term transitional housing facility that will cater primarily to LGBTQ+ youth.

The nonprofit organization, which serves the region's LGBTQ+ community, purchased the property in December for \$25,000 from the Kalamazoo Public Housing Commission, according to Kalamazoo County property records. The organization expects to be ready to house its first residents in the space this spring, OutFront Kalamazoo executive director Amy Hunter told MLive/The Kalamazoo Gazette.

Advertisement



Multiple community partners — including LISC Kalamazoo, The Irving S. Gilmore Foundation and Kalamazoo Community Foundation — worked with the Kalamazoo Public Housing Commission to renovate the property after the housing commission purchased it in 2020, Hunter said. The housing commission, she said, used grant funds to purchase the home in 2020.

The property, a three-bedroom home in the city's Vine neighborhood, has just a few minor renovations that need done before it opens, Hunter said. There are no major or structural repairs anticipated that would slow the organization's plans to open this spring.

Hunter said the home is being set up to be able to house anywhere from six to 10 people between the ages of 18 and 24 at any given time. Wraparound services will be offered at the home, as part of a six-month program for residents.

In addition to the three bedrooms for residents, a fourth bedroom/office will provide space for a house manager, she said. There will also be a storage area, for residents' belongings. While someone in need of emergency services won't likely be turned away if they showed up on the doorstep, Hunter said, staff will likely help them find other facilities that can help meet those more immediate needs.

"It's not a shelter as much as it is transitional housing," she said. "We want to be able to help (residents) out with wraparound services and help them to learn life skills and set them up for success by doing what we can to put a dent in at-risk, chronic homelessness in Kalamazoo."

The need for such a facility in the area is enormous, Hunter said. Advocacy group True Colors United, through research with the Williams Institute at UCLA, has found that while an estimated 7% of youth identify as LGBTQ+ in the U.S., upward of 40% of homeless youth in the nation identify as such.

"We are serving a niche population, but it is a population that is in desperate need of support not just in Kalamazoo but nationwide," Hunter said. "So, we really feel very fortunate to have had the partners we have had over the past several years to make this a reality. I can't stress enough how needed.

“OutFront is really proud to be out front on this here in Michigan. I think it’s a terrific project and we are set up for success with this and we will be very soon serving clients that we will help set up for success.”

The organization will begin accepting applications for potential residents in mid-late March. Those interested in learning more information can contact OutFront Kalamazoo Communications Director Grace Gheen, at grace@outfrontkzoo.org or 269-349-4234.

The nonprofit is also looking for donations to help furnish the home at this time. Those interested in helping out with that, may also contact Gheen.

Also on MLive:

[OutFront Kalamazoo seeks nominations to recognize those working for LGBTQ+ equality locally](#)

[New Kalamazoo women and children’s shelter aims to build relationships, offer ‘step forward’ for residents](#)

[Coast Guard icebreaker medevacs patient from Mackinac Island when no ferries, planes, choppers can get there](#)

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“The expo is the perfect place to see the services our local companies provide.”

HBA of Western Michigan



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March 3, 2022

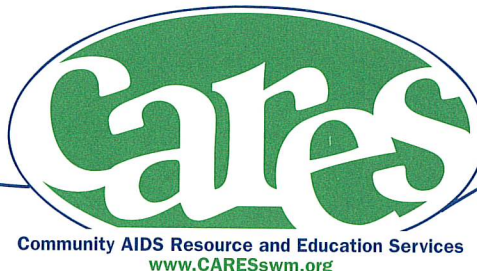
Dear Planning Commission Members:

Please consider providing a special use permit to OutFront Kalamazoo for the 116 Fellows residence for transitional housing. When the zoning was changed, CARES, OutFront Kalamazoo, and the Kalamazoo County Public Housing Commission had been in the middle of a 3-year project of finding a home to purchase that would be perfect for the Legacy House, a transitional home for 18-24-year-old LGBTQ homeless youth. The house was in mid renovation and no notice was given to CARES or OutFront Kalamazoo of these changes.

In 2016, the Kalamazoo Community Foundation put together numerous partners from the various sectors of Kalamazoo County including housing, non-profit, health, education, mental health, law and justice, etc... to discuss the current supports for LGBTQ homeless youth and a plan to increase those supports and an assessment of the overall issue in Kalamazoo County.

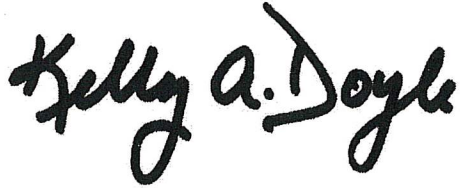
From 2017-2019, CARES ran the Out Proud Safe program which provided case management and information and referral for 13-24-year-old LGBTQ homeless youth. This program was 2 fold: 1.) to determine if the issue of homelessness for LGBTQ homeless youth mirrored the national statistics and 2.) to determine the individual needs of this community and to provide some support for this population. From this program, we worked with 392 youth who were deemed LGBTQ homeless youth. Many of the youth needed basic life skills, mental health supports and housing. These youths reported feeling unsafe in some of the current housing supports and wanted something specific for their LGBTQ identity. This bore the Legacy House and the Host Homes Program at OutFront Kalamazoo, a large scale housing program specific to LGBTQ homeless youth.

In June 2020, the Kalamazoo County Public Housing Commission purchased the house from Kalamazoo Neighborhood Housing Services Association rehabbing the space for transitional housing for 6-8 18-24-year-old LGBTQ youth. It was reported to us that KCPHC did their due diligence for the house in order for OutFront Kalamazoo to be able to provide transitional housing. In December 2021, OutFront Kalamazoo purchased the home from the Kalamazoo County Public Housing Commission with a plan to open the house this March. This zoning change has interrupted the process of opening the house and providing housing to LGBTQ homeless youth. It is of utmost



importance that a special use zoning be granted in order for OutFront Kalamazoo to be able to provide these essential services. LGBTQ homeless youth are counting on it.

Thank you for your consideration,

A handwritten signature in black ink that reads "Kelly A. Doyle". The signature is written in a cursive, flowing style.

Kelly Doyle
CEO
CARES of Southwest Michigan

City of Kalamazoo
Zoning Board of Appeals
241 West South Street
Kalamazoo, MI 49007

March 7, 2022

Dear members of the Zoning Board of Appeals,

It is with great enthusiasm that I present this letter to express support for the proposed rezone by OutFront Kalamazoo of their *Legacy House* located at 116 Fellows Avenue, Kalamazoo, MI 49001.

For over 30 years, OutFront Kalamazoo has worked to advance social justice, build coalitions, change hearts, and open minds so that all people in southwest Michigan can live authentically and free from discrimination, regardless of their gender identity or sexual orientation. OutFront Kalamazoo provides services and programming which connect members of at-risk LGBTQIA+ communities and helps to further an environment of equity and inclusivity in SW Lower Michigan, especially Kalamazoo County, including emerging work in connecting residents to safe, affordable housing opportunities.

OutFront's *Legacy House* will provide transitional housing for LGBTQIA+ youth to help address homelessness in Kalamazoo. This transitional housing initiative strongly aligns with the goals of the City of Kalamazoo, and your approval of the rezoning request will demonstrate the City's commitment to its priorities.

If you have any questions or need further information, please do not hesitate to contact me at zbauer@lisc.org or (269) 200-2878.

Sincerely,



Zachary D. Bauer, JD, MBA
Executive Director



806 SOUTH WESTNEDGE AVENUE
KALAMAZOO, MICHIGAN 49008
269.349.8463
www.vineneighborhood.org

March 8 2022

To Whom It May Concern,

It is my pleasure to write a letter in support of OutFront Kalamazoo requesting a zoning change for their property located at 116 Fellows Ave. within the Vine Neighborhood. OutFront Kalamazoo has proven to be a wonderful asset, and the need for providing safe, quality, transitional housing for the population being served by this house is real and immediate. OutFront Kalamazoo did an enormous amount of outreach and fact-finding, and the vision for this "Legacy House" is informed by narrative as well as hard data. There is a massive need for emergency transitional housing with supportive services, and it is our hope that the Legacy House" can be a sanctuary as well as a resource.

In conclusion, The Vine Neighborhood Association fully supports the zoning change request change for 116 Fellows to transition th and hopes to see similar housing options here in the Vine neighborhood in the near future.

Sincerely,

A handwritten signature in black ink, appearing to read "S. Walsh".

Stephen Walsh
Executive Director
Vine Neighborhood Association

March 5, 2022

Dear Planning Commissioners,

Thank you for the opportunity to express our support for OutFront Kalamazoo in obtaining a special use permit for 116 Fellows Ave.

Kalamazoo County was an early supporter of this project and made a commitment to provide the initial funds. In May 2020 the Board of Commissioners unanimously passed an allocation of \$150,000 to the Kalamazoo County Public Housing Commission to go towards the purchase and renovation of 116 Fellows.

As you all are aware, there is a housing crisis in Kalamazoo County, including in its largest city, Kalamazoo. In fact, we are approximately 6,000 units short throughout the county. Additionally, LGBTQ+ youth represent 40% of all homeless youth. OutFront receives calls weekly to help find spaces for LGBTQ+ youth. This house will help address both salient needs.

The location of the house is nearly perfect. It is located on public transit routes, close to OutFront, downtown Kalamazoo, Bronson hospital, and many other important resources. Kalamazoo County Public Housing Commission worked incredibly hard to find this location and it did do its due diligence.

As County Commissioners who represent parts of the City of Kalamazoo, we are invested in the overall wellbeing of our community and City. This is a wonderful, well thought out project, that fulfills an important need. Additionally, the Fellows house and its mission directly tie into our Commission's priorities of Housing and Equity. Our hope is that the Planning Commission approves the special use permit so this essential project can move forward.

Thank you for your time and consideration.

Sincerely,

Commissioner Tami Rey, district 1

Vice Chair Monteze Morales, district 2

Commissioner Tracy Hall, district 3

Commissioner Jennifer Strebs, district 4



Dear Planning Commission Members,

I am writing to offer support for Out Front's Legacy House project, and their request to this body for a special use permit for the property at 116 Fellows Ave so that it can be used for a transitional living residence. Several years ago, the Kalamazoo Community Foundation (KZCF) supported a community LGBTQ needs assessment and conducted focus groups to better understand the needs of the local LGBTQ community. The results indicated that identifying resources for homeless LGBTQ youth was one of the greatest priorities for the LGBTQ community. It should be noted that nationwide approximately 40% of homeless youth identify as LGBTQ, and that a secular youth shelter does not currently exist in Kalamazoo.

Over the past several years, KZCF worked closely with LGBTQ and local youth serving organizations to help identify the service and program gaps for this population. Through a community wide survey, focus groups, youth sector convenings, and direct outreach to homeless LGBTQ youth, a program model led by Out Front and CARES emerged to support the needs of this population, and has been supported through a variety of grants from KZCF.

A Community Outreach worker has been supported since 2017, to address the needs of this population. The program Out Proud Safe was established and offered direct support and referral services. Through direct interactions with this population, it was identified that homeless LGBTQ youth did not feel welcome or safe at existing shelters for youth or adults. The Legacy House project was initiated with the goal of providing a transitional living home for homeless members of the LGBTQ community 18 to 26 years old. The program would also provide wrap around services to help these individuals transition into healthy adulthood.

Representatives from the Public Housing Commission, Kalamazoo County Commission, Out Front and CARES as well as from KZCF have been engaged with this project since its inception. A house was purchased and rehabilitated for this express purpose by the Public Housing Commission and sold to Out Front for the program. During the prolonged selection, purchase, and restoration of the property at 116 Fellow Ave, the zoning for the property changed.

This letter indicates KZCF's support for the special use permit required to allow this property to be used for the purpose indicated above. It should also be considered a letter of support for this important program and the leadership of Out Front, who we believe will steward the program and property well into the future.

Please feel free to reach out to me if you have any questions.

David Feaster
Community Investment Officer
Kalamazoo Community Foundation

From: Dan Bannigan
To: Eldridge, Peter
Cc: Annalyn Fannin
Subject: [External Email] Re: [External 116 Transitional Housing Special Use Permit Letter- Hearing to be Postponed]
Date: Thursday, May 5, 2022 9:18:40 AM
Attachments: image001.png
image002.png
image003.png

Good Morning Pete,

We are late to the party again, but this time on a much more positive note. Annalyn and I met with OutFront this past Saturday for approximately 1.5 hours, and we came out of the meeting feeling much differently about the Transitional Residence use.

They were apologetic about us not being personally contacted prior to the original hearing, and it indeed seemed to be related to the Executive Director that suddenly resigned. They were understanding of our initial frustration with not being contacted and stated they would have felt the same way. It was great to hear of their personal passion, investment, and stake in the project.

We feel comfortable and are in support of the Transitional Residence under the conditions described to us on Saturday:

- Tracy Hall (interim Executive Director) and Angelita Aguilar (Co-President) remain close to the project
- Live in caretaker remains in place
- No drug use, no alcohol, no overnight guests
- Quiet hours at approximately 9:30pm

Thank you for your support on this one.

Best Regards,

Dan Bannigan
121 Fellows Ave, Kalamazoo, MI 49001
269-501-9059

On Thu, Apr 7, 2022 at 10:41 PM Eldridge, Peter <EldridgeP@kalamazoocity.org> wrote:

Dan,

You are correct, the Planning Commission would not approve two transitional residences that close together.

Peter C. Eldridge, AICP
Assistant City Planner

PH: 269-337-8806
FAX: 269-337-8513
EMAIL: eldridgep@kalamazoocity.org

Community Planning & Economic Development (CPED) - Planning Division
City of Kalamazoo
245 North Rose Street, Suite 100
Kalamazoo, MI 49007

Most City services are available online at: www.kalamazoocity.org.

If you need immediate information dial 311 or (269) 337-8000.

From: Dan Bannigan <bannigan.dan@gmail.com>
Sent: Thursday, April 7, 2022 6:00 PM
To: Eldridge, Peter <EldridgeP@kalamazoocity.org>
Cc: Annalyn Fannin <annalynfannin@gmail.com>
Subject: [External Email] Re: [External Email] Re: 116 Transitional Housing Special Use Permit Letter- Hearing to be Postponed

Pete,

I am curious what would happen in the following hypothetical scenario:

Say the Special Use for 116 Fellows is approved. Then say that 111 Fellows also wants to apply for a Special Use Permit to operate as Transitional Housing.

Certainly the proximity to 116 Fellows would be a major factor in the review of the permit for 111 Fellows, would it not?

Dan Bannigan

On Thu, Apr 7, 2022 at 4:57 PM Eldridge, Peter <EldridgeP@kalamazoo-city.org> wrote:

Dan,

This is correct. There are not a separation distance for transitional residence in the RM-36 District because it requires a special use permit instead of being allowed by right if 1,500 feet from any other transitional residences.

Peter C. Eldridge, AICP

Assistant City Planner

PH: 269-337-8806

FAX: 269-337-8513

EMAIL: eldridgep@kalamazoo-city.org

Community Planning & Economic Development (CPED) - Planning Division

City of Kalamazoo

245 North Rose Street, Suite 100

Kalamazoo, MI 49007

Most City services are available online at: www.kalamazoo-city.org.

If you need immediate information dial 311 or (269) 337-8000.

From: Dan Bannigan <bannigan.dan@gmail.com>
Sent: Thursday, April 7, 2022 4:53 PM
To: Eldridge, Peter <EldridgeP@kalamazoo-city.org>
Cc: Annalyn Fannin <annalynfannin@gmail.com>
Subject: [External Email] Re: 116 Transitional Housing Special Use Permit Letter- Hearing to be Postponed

My mistake, that was the wrong snip of the Agenda Report. Here is what I meant to include:

2. That the proposed special use complies with § 4.2: Use Standards of the Zoning Ordinance.

The proposed special use does comply with the provisions of Chapter 4, Section 4.2. Additionally, there are no separation distances between transitional residences in the RM-36 District.

On Thu, Apr 7, 2022 at 4:49 PM Dan Bannigan <bannigan.dan@gmail.com> wrote:

Hi Pete,

We appreciate the update and your connecting with OutFront Kalamazoo to figure out why the outreach to the neighbors did not occur. We are happy to hear that the meeting has been delayed in order to provide time for the outreach and discussion. We will do our best to let the other neighbors know so that they do not show up tonight.

I am thinking that we will be reaching out to you in the coming weeks with questions around the City's requirements for the operation expectations of a Transitional Housing use.

One question that I do have now is the separation distance requirements for Transitional Residences, 4.2.X in the Zoning Ordinance:

- X. Transitional Residence. In the CN-2, CC, and CCBD districts, transitional residences must be located at least 1,500 feet from any other transitional residence, adult foster-care group home, and any other adult foster-care facility with seven or more residents. Any facility required to be licensed by the State of Michigan shall have a valid license at all times, and it shall be a violation of this Code to operate at any time without a valid license.

I see in the Agenda Report, it says "There are no separation distances between transitional residences in the RM-36 District".

9. That the proposed special use complies with the appropriate standards in Chapter 6: General Development Standards.

There are no additional landscaping or screening requirements for a transitional residence in the RM-36 District.

I question whether or not this makes good sense and is generally consistent with the intent of the Zoning Ordinance. With the Special Use Permit, shouldn't we consider such a property to be acting as if it was zoned CN-2, CC, or CCBD, and apply the 1,500 feet separation distance requirement?

Annalyn told me she thought there was a Transitional Residence nearby on South Rose. Are you able to send us a list of all the Transitional Residences in the area?

Thank you for your assistance,

Dan Bannigan

On Thu, Apr 7, 2022 at 2:05 PM Eldridge, Peter <EldridgeP@kalamazoocity.org> wrote:

Dan and Annalyn,

I have an update for you both. OutFront Kalamazoo's Executive Director who I was working with on this Special Use Permit resigned and no longer works there. It turns out this is the reason the outreach to the neighbors did not occur. I have been in communication with the Board members of OutFront Kalamazoo who were planning to attend the meeting tonight and based on the circumstances and neighborhood concerns the OutFront Board has requested to postpone this special use permit to the May 5th Planning Commission meeting to provide time to talk with the neighbors and yourselves about this project. Thank you for being proactive and reaching out to me this morning. If you could help spread the word on this change to May 5th I would appreciate it so residence don't travel down to City Hall only to find out they need to come back in May.

Lastly, I did see the condition of the porch and yard at 111 Fellows Avenue this morning. I took a picture and forwarded it to the inspector to follow up on the trash and debris on the property.

Peter C. Eldridge, AICP
Assistant City Planner

PH: 269-337-8806

FAX: 269-337-8513

EMAIL: eldridgep@kalamazoo-city.org

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From: Dan Bannigan <bannigan.dan@gmail.com>
Sent: Thursday, April 7, 2022 8:11 AM
To: Eldridge, Peter <EldridgeP@kalamazoo-city.org>
Cc: Annalyn Fannin <annalynfannin@gmail.com>
Subject: [External Email] 116 Transitional Housing Special Use Permit Letter

Good Morning Pete,

We regret that we have not submitted this sooner, but we neighbors have been discussing the Special Use Permit application for 116 Fellows, and we would like to express our concerns about the Use. Please see the attached letter that has been signed by many of the property owners close to 116 Fellows.

Please note that no earnest attempt was made by the applicant to discuss their application with us personally, one-on-one, to provide us the opportunity to explain the full details to their request and provide us a venue to express our concerns and ask our questions directly.

We do not feel that garnering support only from established local entities whose purposes and values align precisely with this Special Use of 116 Fellows provides a balanced and accurate viewpoint from the community directly impacted.

We understand that due to the time of submission, this note may not be included in the public record, and therefore not officially reviewable at the meeting. If that is the case, can you please instruct us on how to best communicate our concerns during the public meeting so they are at least made part of the official meeting minutes. Our desire is that our note be officially available to provide context in the event that future issues do arise as a result of the approval of this Special Use.

Sincerely,

Dan Bannigan and Neighbors

269-501-9059

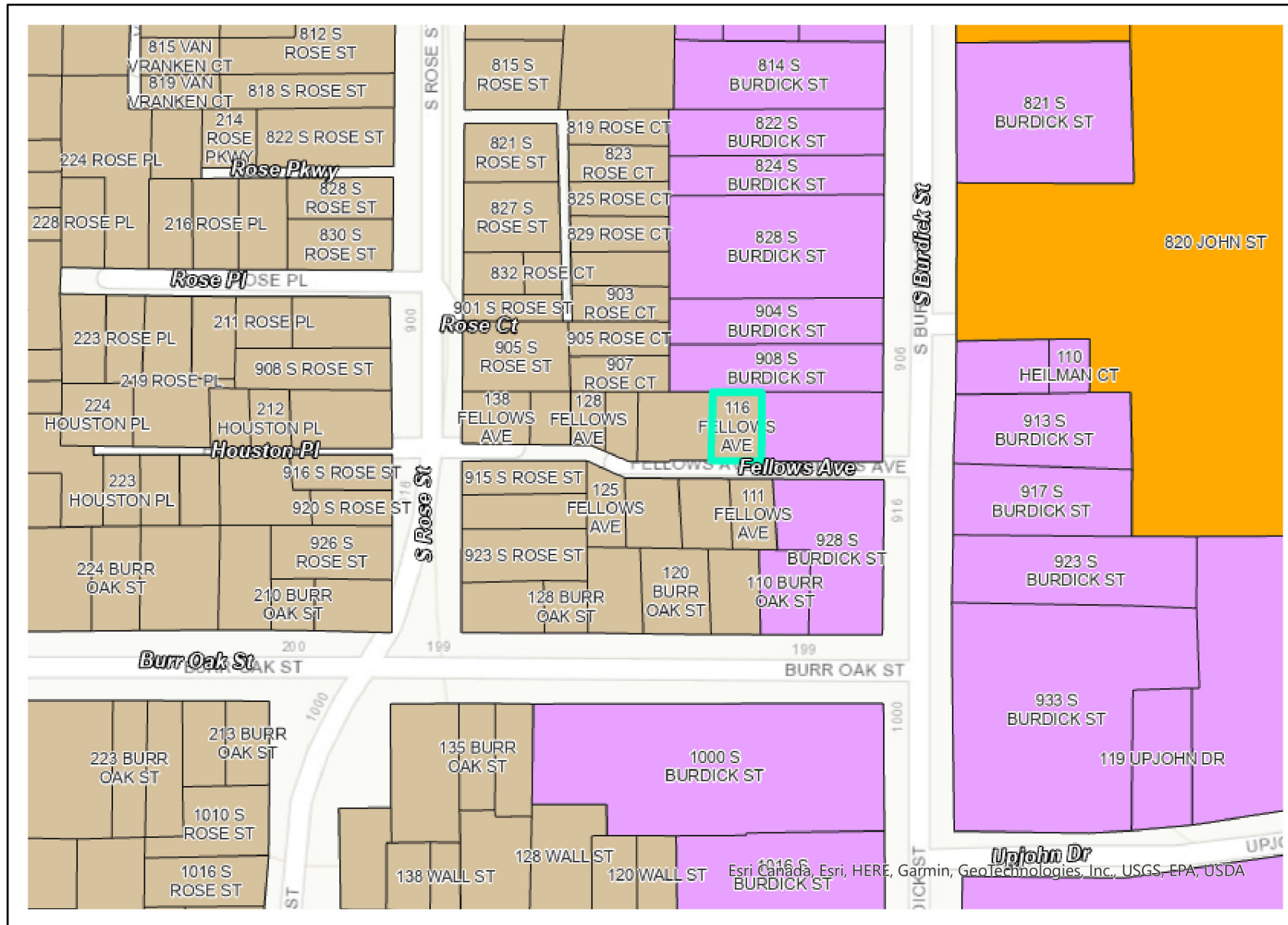
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P.C. #2022.02 - 116 Fellows Avenue
Special Use Permit for Transitional Residence



Zoning

-  Subject Property
-  Other Property

Zoning

-  D-3
-  LW-1
-  RM-36

0 0.01 0.03 0.06 mi

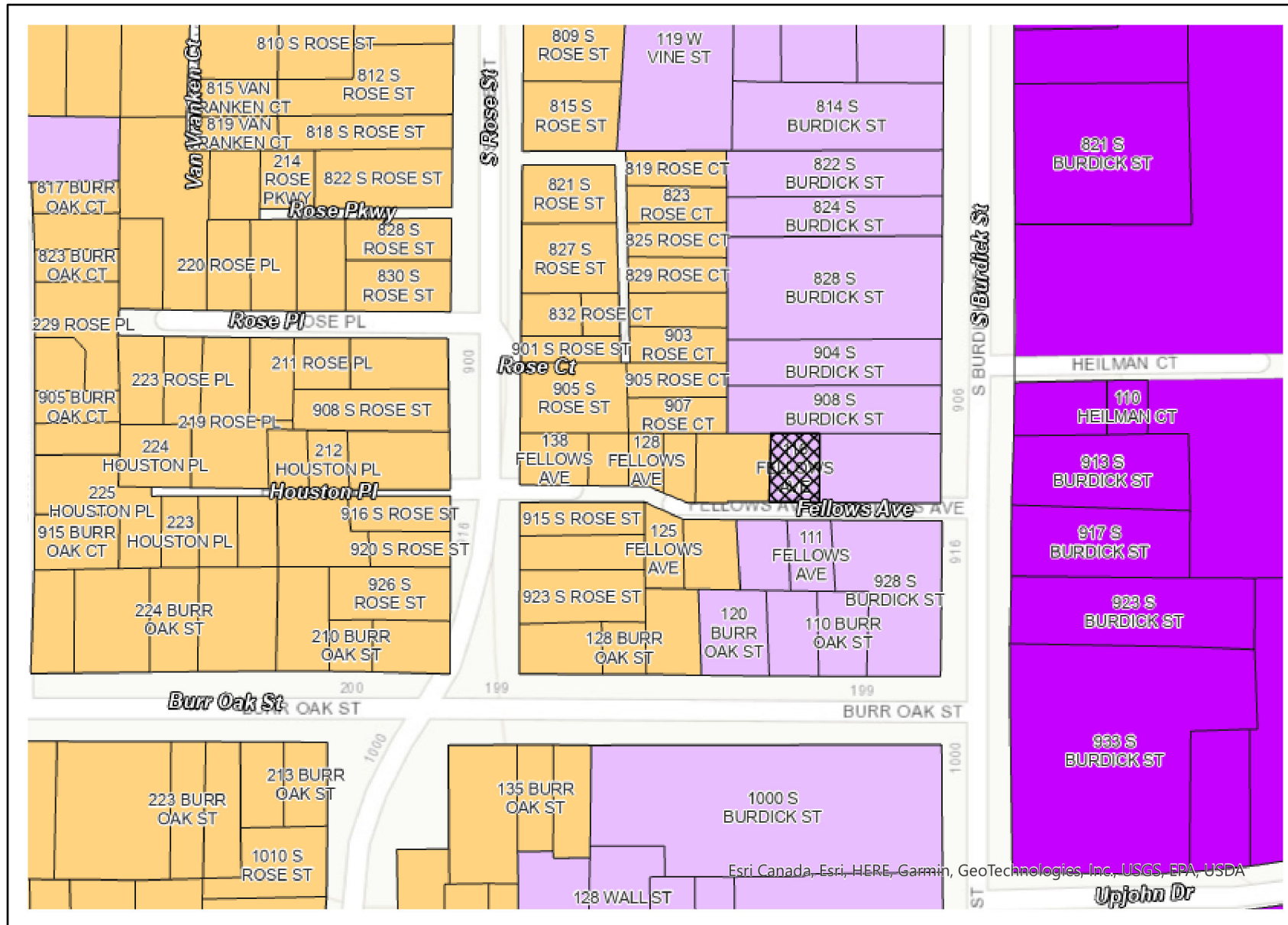


P.C. #2022.02 - 116 Fellows

Special Use Permit for Transitional Residence



P.C. #2022.02 - 116 Fellows
Special Use Permit for Transitional Residence



Zoning

-  Subject Property
-  Other Property

Future Land Use

-  Neighborhood Edge
-  R2-Residential
-  Urban Edge

0 0.01 0.03 0.06 mi



P.C. #2022.02 - 116 Fellows Avenue
Special Use Permit for Transitional Residence



Zoning

-  Subject Property
-  Other Property

2018

-  Red: Band_1
-  Green: Band_2
-  Blue: Band_3

Esri Canada, Esri, HERE, Garmin, GeoTechnologies, Inc., USGS, EPA, USDA

0 0.01 0.01 0.03 mi





COMMUNITY PLANNING & DEVELOPMENT DEPARTMENT

Planning Division

245 North Rose Street, Suite 100

Kalamazoo, MI 49001

(269) 337-8044

www.kalamazoocity.org

www.imaginekalamazoo.com

June 7, 2022

**REVISED NOTICE OF A PUBLIC HEARING FOR A SPECIAL USE PERMIT
FOR A ROOMING / BOARDING HOUSE AT 1506 AND 1508 E. MICHIGAN AVENUE**

Dear Property Owner/Occupant:

You are receiving this notice because you either own or occupy property that is near this site. This notice is to inform you that an application has been filed with the Planning Commission for a Special Use Permit for a rooming / boarding house at 1506 and 1508 E. Michigan Avenue.

All Special Use Permits are reviewed by the Planning Commission at a public hearing. During the public hearing, the applicant is provided the opportunity to present the request. Then the public will have an opportunity to provide comments on the special use permit. Final decisions on Special Use Permits are made by the City Planning Commission.

APPLICANT: Felicia Townsend

APPLICATION #: P.C. #2022.04

LOCATION OF PROPERTY: 1506 and 1508 E. Michigan Avenue

PROPOSED SPECIAL USE: Rooming / Boarding House in the Residential – Multi Dwelling District (RM-15).

DATE OF HEARING: A public hearing will be held by the **Planning Commission** on Wednesday, June 22, 2022, at 7 p.m. in the City Commission Chambers at City Hall, 241 W. South Street. This meeting will also be streamed live on the [City's Facebook page](#) and [YouTube Channel](#). Check www.kalamazoocity.org for details.

To examine documents related to this request or provide written comments, please contact Pete Eldridge at eldridgep@kalamazoocity.org or call (269) 337-8806. The agenda will be posted at <https://kalamazoomi.civicclerk.com/web/home.aspx>

Sincerely,

Peter C. Eldridge, AICP
Assistant City Planner



Community Planning & Economic Development

245 N. Rose Street, Suite 100 • Kalamazoo, MI 49007
(269) 337-8026 • www.kalamazoo.org

PLANNING COMMISSION APPLICATION

APPLICANT INFORMATION			
Name: Felicia Townsend		Mailing Address: 2216 Clark Ave.	
City: Kalamazoo		State: MI	ZIP Code: 49048
Phone: 269-744-4396	Email: feliciaa.townsend@gmail.com	Preferred Contact: ☐ Email ☒ Phone	
PROPERTY OWNER INFORMATION			
<i>If the applicant is not the property owner, owner must sign application or provide a letter stating that owner gives consent for the application to be filed.</i>			
Name: Same as Above		Mailing Address:	
City:		State:	ZIP Code:
Phone:	Email:	Preferred Contact: ☐ Email ☐ Phone	
PROPERTY INFORMATION			
Property Address(s): 1506&1508E.MichiganAve.			
Parcel Identification Number(s): 06-14-344-001 & 06-14-344-007		Zone District (kalamazoo.org/maps): RM-15	
TYPE OF REQUEST			
☐ Rezoning ☐ Text Amendment (Chapter(s) _____, Section(s) _____) ☒ Special Use Permit		☐ Planned Unit Development (PUD) ☐ Preliminary Subdivision ☐ Right of Way Vacation	
Description: Request for approval of a rooming/boarding house with four bedroom			
ATTACHMENTS			
☒ \$ 375 Fee		☒ Completed Review Sheet	
☐ Other documents or engagement information <i>Note: 10 days before meeting provide update on outreach to neighbors or provide any letters of support</i>			
SIGNATURE			
Signature of Applicant:		Date:	
Signature of Owner (if different than applicant):		Date:	



PLANNING COMMISSION

SPECIAL USE PERMIT REVIEW SHEET

Please describe use which requires a special use permit: (may also provide on a separate sheet):

Review Criteria for Special Use Permit

The Planning Commission will use the following criteria to review Special Use Permits. Please reach out to staff if you have any questions.

Will the proposed special use be appropriate for this location and compatible with the character of surrounding land uses and the uses permitted in the zone districts?

Does the proposed special use comply with the Use Standards of Chapter 4 and Chapter 50 for this land use?

Will the location and design of the special use reduce any negative impacts on surrounding lands with regard to: visual impact, parking and loading, odors, noise, glare, and vibration?

Does the location and design of the special use reduce undesirable effects, including visual impact of the proposed use on adjacent property by retaining some natural features of the landscape to provide a buffer between the special use and adjoining lands?

Does the location and design of the special use reduce adverse effects, including visual impact of the proposed use on adjacent property by locating buildings, structures, and entryways to reduce impact?

Does the location and design of the special use reduce adverse effects, including visual impact of the proposed use on adjacent property by providing appropriate screening, fencing, landscaping, and setbacks?

Will the proposed special use reduce environmental impacts, and conform to all environmental protection standards of this Ordinance, or any other state or federal laws?

Will there be adequate road capacity available to serve the proposed special use?

Will the proposed special use be designed to ensure safe ingress and egress onto the site and safe road conditions around the site?

Will there be adequate potable water, wastewater, solid waste, park, police, and fire/EMS facilities to serve the proposed special use?

Will the proposed special use be located and designed so that adequate access onto the site is provided for fire, police, and EMS services?

Does the proposed special use meet the appropriate standards in Chapter 6: General Development Standards?

Does the proposed special use meet all standards imposed on it by all other sections of this Ordinance for use, layout, and general development characteristics?



Community Planning and Economic Development

245 N. Rose Street, Suite 100

Kalamazoo, MI 49007

PH: (269) 337-8044

FAX (269) 337-8429

www.kalamazoocity.org

January 27, 2022

Felicia Townsend
2216 Clark Avenue
Kalamazoo, MI 49048

**RE: 1508 E. Michigan Avenue – Rooming/Boarding House Requirements
Parcel #06-14-344-007**

Dear Ms. Townsend:

A copy of the Special Use Permit Review Sheet was received for your address at 1508 E. Michigan Avenue. The information referenced the desire to utilize this large house (four bedroom / two bathroom) as a rental where the individual rooms would be rented out and tenants would have the kitchen and other common space areas of the dwelling. I believe what is described would fall under the definition of a 'Rooming House'. The definition is below from the Zoning Ordinance.

ROOMING/BOARDING HOUSE - Any dwelling or that part of any dwelling or dwelling unit containing one or more rooming units in which each rooming unit is let for sleeping purposes by the owner or operator to more than four persons who are not related by blood, marriage or adoption to the owner or operator. A "rooming unit" means any room or group of rooms forming a single, habitable unit or intended to be used for living and sleeping but not for cooking or eating purposes.

Please confirm this is the desired change you would like to seek approval for. A 'Rooming/Boarding House' is a special use in the Residential – Multi Dwelling District (RM-15), where this property is located. In addition, the required parking for a 'Rooming House' is one parking space per bedroom. In addition to the review sheet submitted, there is also an application form that can be found at <https://www.kalamazoocity.org/zba>. The fee for this application is \$375, checks should be made payable to the City of Kalamazoo.

The application deadline is February 3, 2022 for the March 3, 2022 Planning Commission meeting date.

If you have any questions, please contact me in the Community Planning and Economic Development Department at (269) 337-8806.

Sincerely,

Peter C. Eldridge, AICP
Assistant City Planner

From: [Pat Taylor](#)
To: feliciaa.townsend@gmail.com; [Eldridge, Peter](#)
Subject: [External Email] 1508 E. Michigan
Date: Friday, May 27, 2022 3:03:03 PM

I understand that there will be a hearing regarding a special use permit for 1508 E. Michigan coming up in the near future, and I wanted to make sure everyone knows the the Kalamazoo Eastside Neighborhood Association is in full support of Mrs. Townsend's request.

I had a conversation with Mrs Townsend and applaud her for her efforts to offer another affordable housing option to our community members.

If you have any questions, please feel free to contact me.



Pat Taylor
269.381.0700
1301 E. Main St

P.C. # 2022.04 - 1506 and 1508 E. Michigan Avenue

Special Use Permit for Rooming House



Current Zoning

-  Subject Property
-  Other Property
-  Natural Features Overlay

Zoning

-  CC
-  LW-2
-  M-1
-  M-2
-  RD-19
-  RM-15
-  RS-5

0 0.01 0.03 0.06 mi



P.C. # 2022.04 - 1506 and 1508 E. Michigan Avenue Special Use Permit for Rooming House



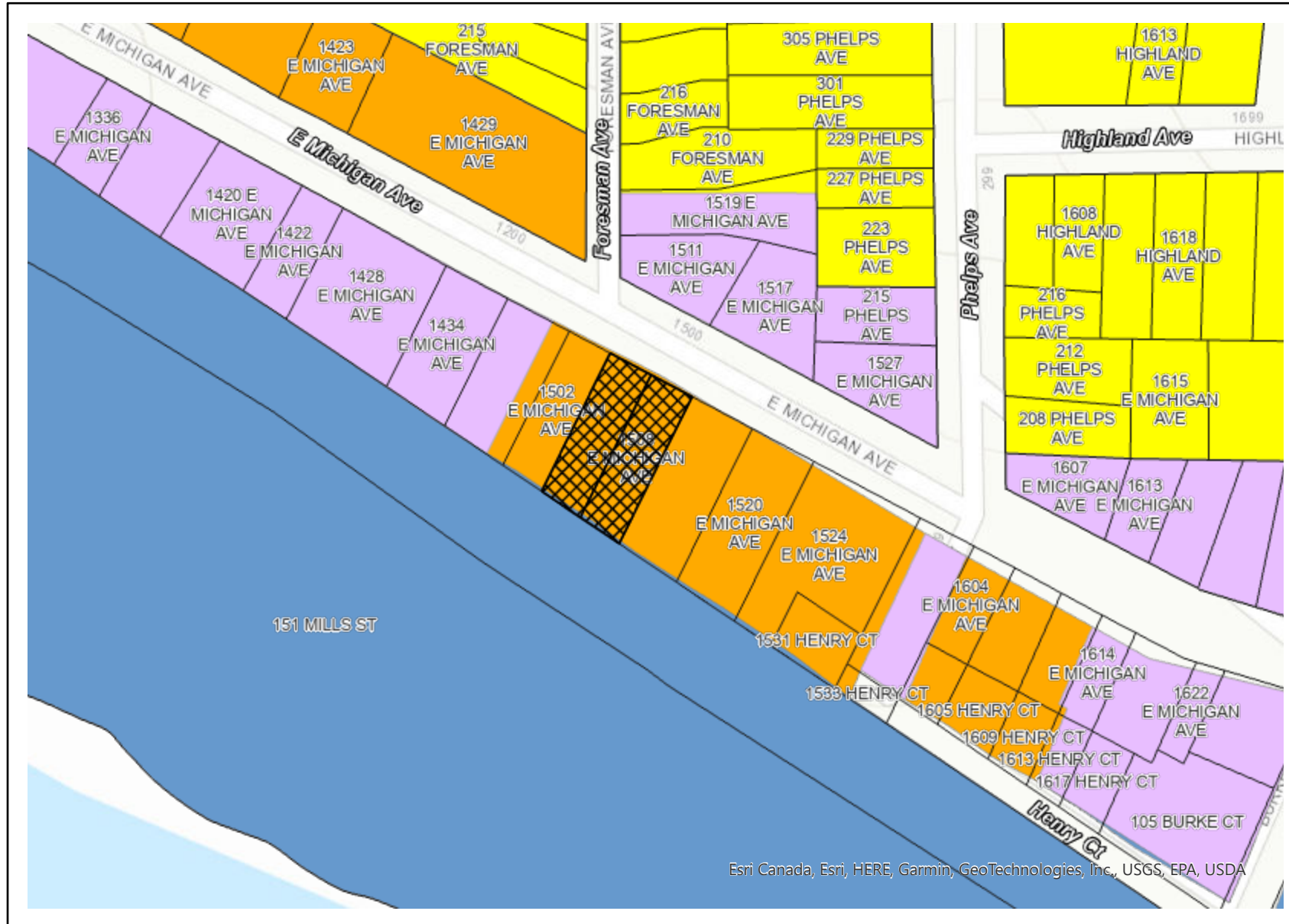
Existing Land Use

-  Subject Property
-  Other Property
-  Tax Exempt
- Property Class**
 -  Commercial
 -  Vacant
 -  Industrial
 -  Residential
 -  Not Classified

0 0.01 0.03 0.06 mi



P.C. # 2022.04 - 1506 and 1508 E. Michigan Avenue Special Use Permit for Rooming House



Future Land Use

-  Subject Property
-  Other Property
- Future Land Use**
 -  Industrial
 -  Neighborhood Edge
 -  R1-Residential
 -  R3-Residential

Esri Canada, Esri, HERE, Garmin, GeoTechnologies, Inc., USGS, EPA, USDA

0 0.01 0.03 0.06 mi



2022.04 - 1506 and 1508 E. Michigan Avenue Special Use Permit for Rooming House



Aerial View

Subject
Property

☐ Other Property

2018

 Red: Band_1

 Green: Band_2

Blue: Band_3

