Agenda
Planning Commission

City of Kalamazoo

Thursday, August 3, 2023 7:00 PM

City Commission Chambers – 241 West South Street

A. CALL TO ORDER/ROLL CALL

B. ADOPTION OF FORMAL AGENDA

C. APPROVAL OF MINUTES

1. July 20, 2023 Planning Commission Minutes will be included in the September 7, 2023 Meeting Packet.

D. COMMUNICATIONS AND ANNOUNCEMENTS

E. PUBLIC HEARINGS

1. P.C.#2023.04 Request for a Special Use Permit for a Group Daycare at 3916 Bronson Blvd

F. DISCUSSION/ACTION ITEMS

G. REPORTS

1. City Planner's Report-Informational Presentation on the proposed Zoning Code & Map Update

2. Site Plan List

H. PUBLIC COMMENTS

I. CITY COMMISSION LIAISON COMMENTS

J. PLANNING COMMISSIONER COMMENTS

K. ADJOURNMENT

Date: **8/3/2023**
Item: **E.1.**

Planning Commission Staff Report

City of Kalamazoo

TO: City of Kalamazoo Planning Commission

FROM: Reviewed by: Christina Anderson, AICP, City Planner
Prepared by: Bobby Durkee, AICP, Assistant City Planner

DATE: August 3, 2023

SUBJECT: P.C.#2023.04 Request for a Special Use Permit for a Group Daycare at 3916 Bronson Blvd

BACKGROUND:

Kenzie Clancy currently operates a licensed home daycare for up to six (6) children at her residence at 3916 Bronson Blvd. She is seeking to expand the capacity of her daycare to a group daycare, defined as having a capacity of 7-12 children. The current operating hours of the daycare are from 7:30 a.m. to 4:30 p.m. Monday through Friday and there is no intention of changing these hours. The property is zoned Residential Single-Dwelling (RS-5) which is a residential zone district in addition to the surrounding neighborhood. The home sits on a parcel that is approximately 13,100 square feet that is rectangular in shape. The lot is flat in the front with a significant grade drop in the rear yard which drops into a larger wooded valley. The rear yard has significant tree cover, a fence, and a large flat area for play that includes a large play set.

The front yard has a driveway with capacity for a turn around or for parking outside of the driveway and access to the garage. There is ample room for more than one car to enter and exit the driveway. The applicant intends to stack scheduling so that there is not a high number of cars dropping off children at a given time during morning and afternoon pickups.

STRATEGIC VISION ALIGNMENT:

Strategic Goal Impact:

Complete Neighborhoods - residential areas that support the full range of people's daily needs. Child care is a challenge for families to find; home daycare by a neighborhood resident increases the availability of this important service and there is a benefit when a nearby neighbor can provide this service in a home environment. The daycare supports the families, children, and the work of the daycare operator.
Economic Vitality - A supportive infrastructure for growing businesses and stabilizing the local economy for the benefit of all.

The expansion of the home daycare capacity supports the growth of a successful residential home business.
Youth Development - A place with supports where young people thrive.
Available child care is limited, providing more capacity in a home setting and within the neighborhood supports safe development for the community's children.

COMMUNITY ENGAGEMENT:

Appropriate Depth of Engagement
Inform (one-way conversation) – The community will be made aware of the project.

Discussion: Letters mailed to adjacent property owners within 300 feet and notice made in the newspaper.

Engagement/Communication Tools
Public Hearing Notices: Notice of the public hearing was published in the Kalamazoo Gazette and notices were sent to all property owners within 300 feet of the subject property.

Engagement/Communication Tools: Letters mailed to adjacent property owners within 300 feet and notice made in the newspaper.

FINDINGS:

The Planning Commission's role is to approve or disapprove special use permit requests based on the following criteria from Chapter 8 of the Zoning Ordinance. Staff's opinion of the level of conformance of the project with the criteria is provided in the bolded text.

1. That the proposed special use is appropriate for its proposed location and compatible with the character of surrounding land uses and the uses permitted in the zone district(s) of surrounding lands.

There are no exterior changes proposed. The expanded daycare will not impact the appearance of the home and there is ample capacity to accommodate the pick-up and drop-off of children.

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

The proposed special use is consistent with the use standards per the Zoning Ordinance for a Group Daycare Use:

a) The structure and property maintains its neighborhood character;

b) The required square footage for a play area is met with the existing play area and adjacent open space.

c) Bronson Boulevard is designated as a 'Neighborhood Connector' Street in the Master Plan.

3. That the location and design of the proposed minimizes adverse effects, including visual impact of the proposed use on adjacent lands by: 1) avoiding significant adverse impact on surrounding lands regarding service delivery, parking and loading, odors, noise, glare, and vibration, and does not create a nuisance; 2)retaining, to the greatest extent possible, the natural features of the landscape where they provide a barrier or buffer between the proposed special use and adjoining lands; 3) locating buildings, structures, and entryways to minimize impact; 4) providing appropriate screening, fencing, landscaping, and setbacks.

The group daycare is not anticipated to cause any adverse impacts due to the ability for cars to access the driveway and the location of the outdoor play area is centered in the rear yard with limited hours of operation. No alterations are being proposed to the structure to accommodate the group daycare.

4. That the proposed special use minimizes environmental impacts, and conforms to all relevant environmental protection standards of this Ordinance, or any other state or federal laws.

The group daycare will not result in any environmental impacts.

5. That there is adequate road capacity available to serve the proposed special use.

There is ample road capacity to serve a group daycare use at this location. Bronson Blvd is a through street that traverses the City (turns into Crosstown Parkway at Westnedge Avenue) with two-way traffic.

6. That the proposed special use is designed to ensure safe ingress and egress onto the site and safe road conditions around the site.

The applicant intends to manage scheduled arrival and pick-up times to ensure there are not many drop offs or pick-ups at once. No changes are proposed and the driveway offers maneuverability for more than one vehicle to move in and out of the property safely.

7. That there are adequate potable water, wastewater, solid waste, park, police, and fire/EMS facilities to serve the proposed special use.

There are adequate facilities servicing this location to accommodate the group daycare.

8. That the proposed special use is located and designed so that adequate access onto the site is provided for fire, police, and EMS services.

There is adequate access for emergency vehicles.

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

The site complies with the standards of Chapter 6, so no additional screening or development standards are required for this special use in the RS-5 zone.

10. The proposed special use complies with all standards imposed on it by all other applicable provisions of this Ordinance for use, layout, and general development characteristics.

The daycare complies with all other standards of the Zoning Ordinance.

RECOMMENDATION:

The Planning staff recommends approval of the Special Use Permit for the group daycare use.

THE CITY OF Kalamazoo

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

PLANNING COMMISSION APPLICATION

APPLICANT INFORMATION

Name: Kenzie Clancy	Mailing Address: 3916 Bronson Blvd	
City: Kalamazoo	State: MI	ZIP Code: 49008
Phone: 269-217-0837	Email: Kenzieclancy@umich.edu	Preferred Contact: ☑ Email ☐ Phone

PROPERTY OWNER INFORMATION

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.

Name: Kenzie Clancy	Mailing Address: 3916 Bronson Blvd	
City: Kalamazoo	State: MI	ZIP Code: 49008
Phone: 269-217-0837	Email: Kenzieclancy@umich.edu	Preferred Contact: ☑ Email ☐ Phone

PROPERTY INFORMATION

Property Address(s): 3916 Bronson Blvd. Kalamazoo, MI 49008

Parcel Identification Number(s):

Zone District (kalamazoocity.org/maps):

TYPE OF REQUEST

- ☐ Rezoning
- ☐ Text Amendment
  (Chapter(s) _____, Section(s) _____)
- ☑ Special Use Permit
- ☐ Planned Unit Development (PUD)
- ☐ Preliminary Subdivision
- ☐ Right of Way Vacation

Description: I would like a special use permit for a childcare group home.

ATTACHMENTS

- ☐ $ _____ Fee
- ☐ Completed Review Sheet
- ☐ Other documents or engagement information

Note: 10 days before meeting provide update on outreach to neighbors or provide any letters of support

SIGNATURE

Signature of Applicant: Kenzie Clancy	Date: 5-2-23
Signature of Owner *(if different than applicant)*:	Date:

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PLANNING COMMISSION

SPECIAL USE PERMIT REVIEW SHEET

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

I would like to expand my current daycare family home to a daycare group home (7-12 children). My daycare is in good standing and has been in operation since 12/2022.

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?

Yes.

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

Yes.

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?

Yes, drop off and pick up times will be staggered to ensure ample parking and reduce noise.

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?

Yes, there is a fence around the back of the property and shrubs along the side to provide some privacy.

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?

Yes.

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?

Yes.

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?

Yes.

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

Yes.

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

Yes.

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

Yes.

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

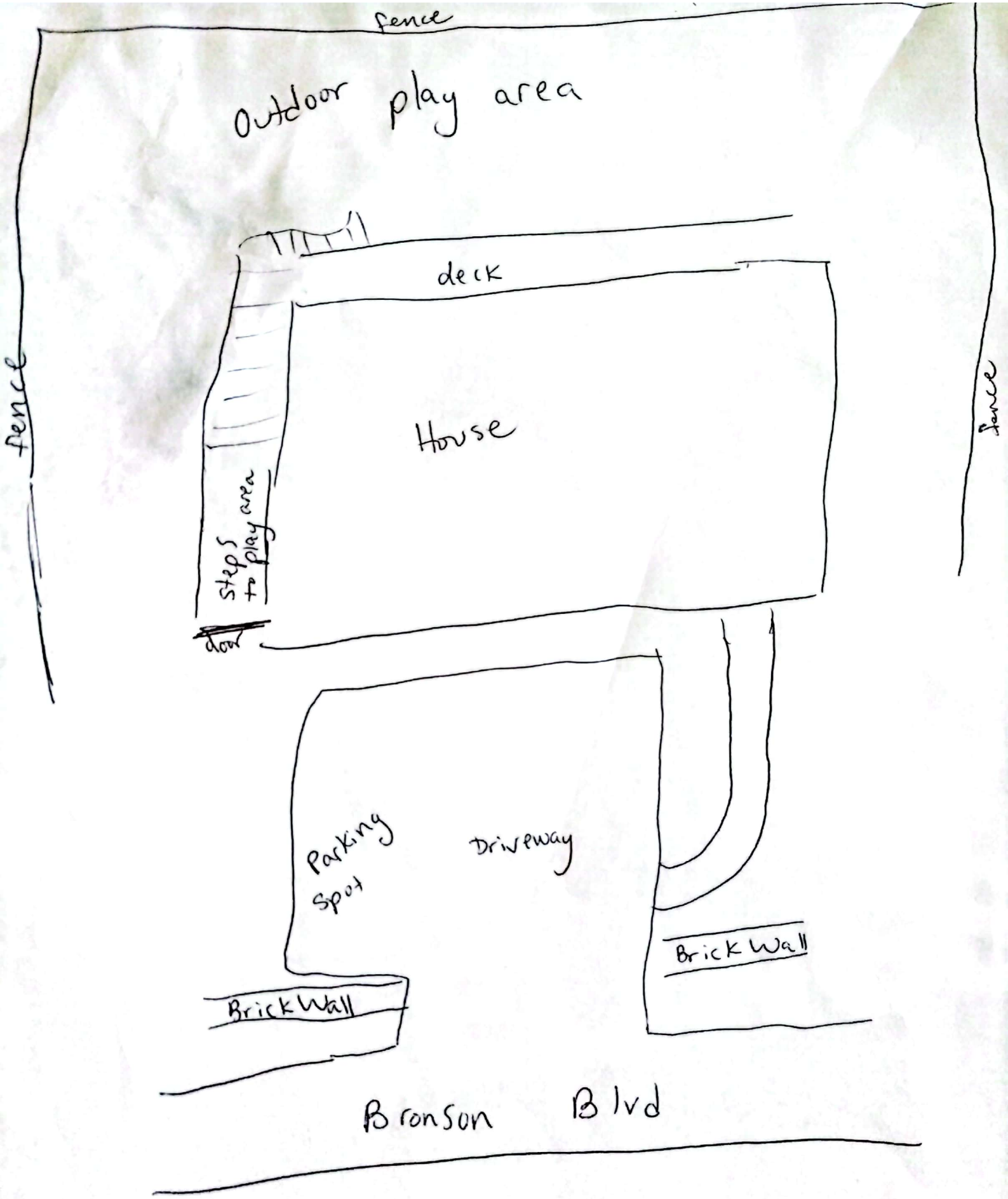
Yes.

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

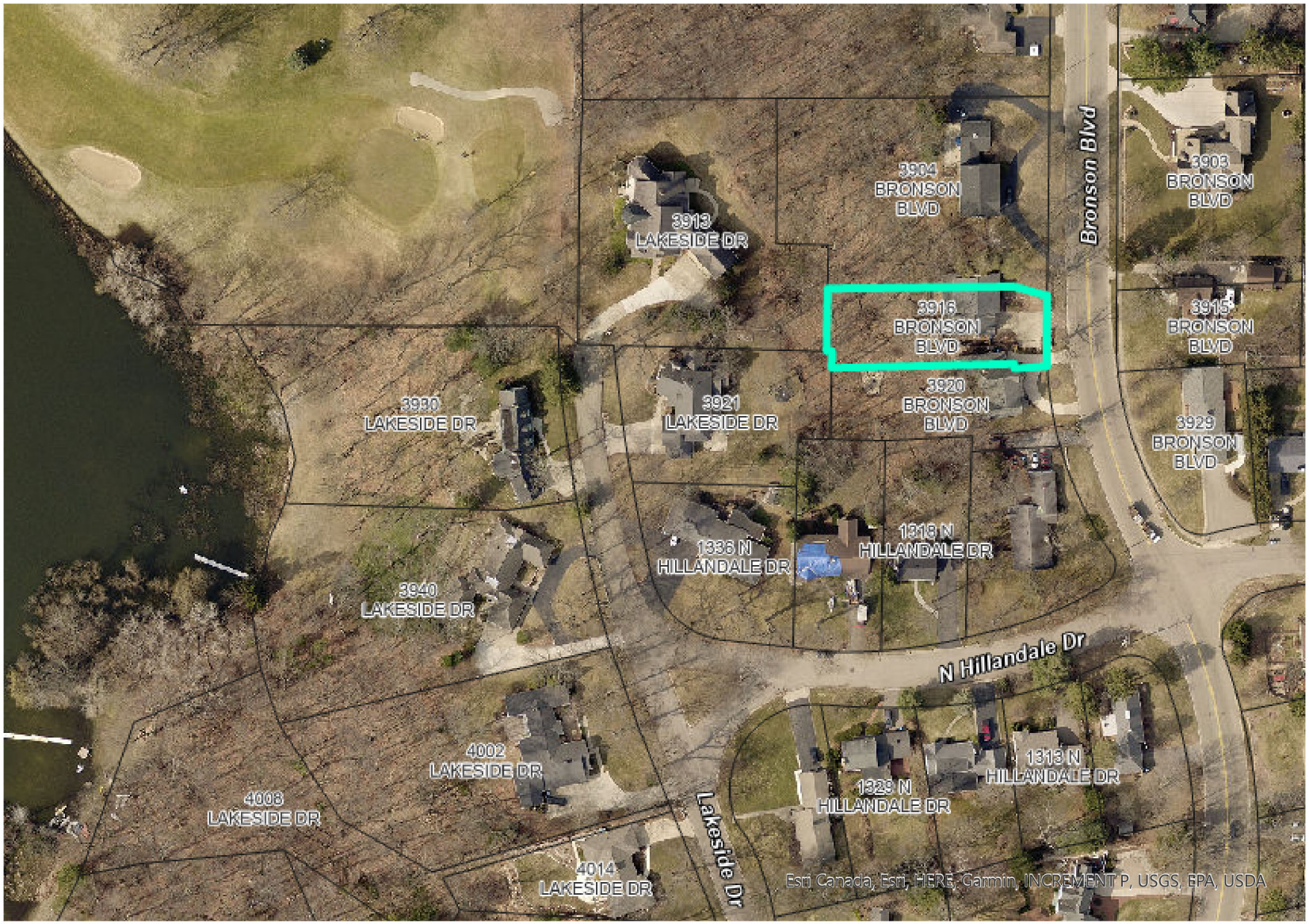
Yes.

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?

Yes.


fence
Outdoor play area
deck
House
fence
fence
steps to play area
door
Parking spot
Driveway
Brick Wall
Brick Wall
Bronson Blvd

P.C. #2023.04 - 3916 Bronson Boulevard
Special Use Permit for a Group Daycare



Aerial View

Subject Property

Other Property

2018

Red: Band_1

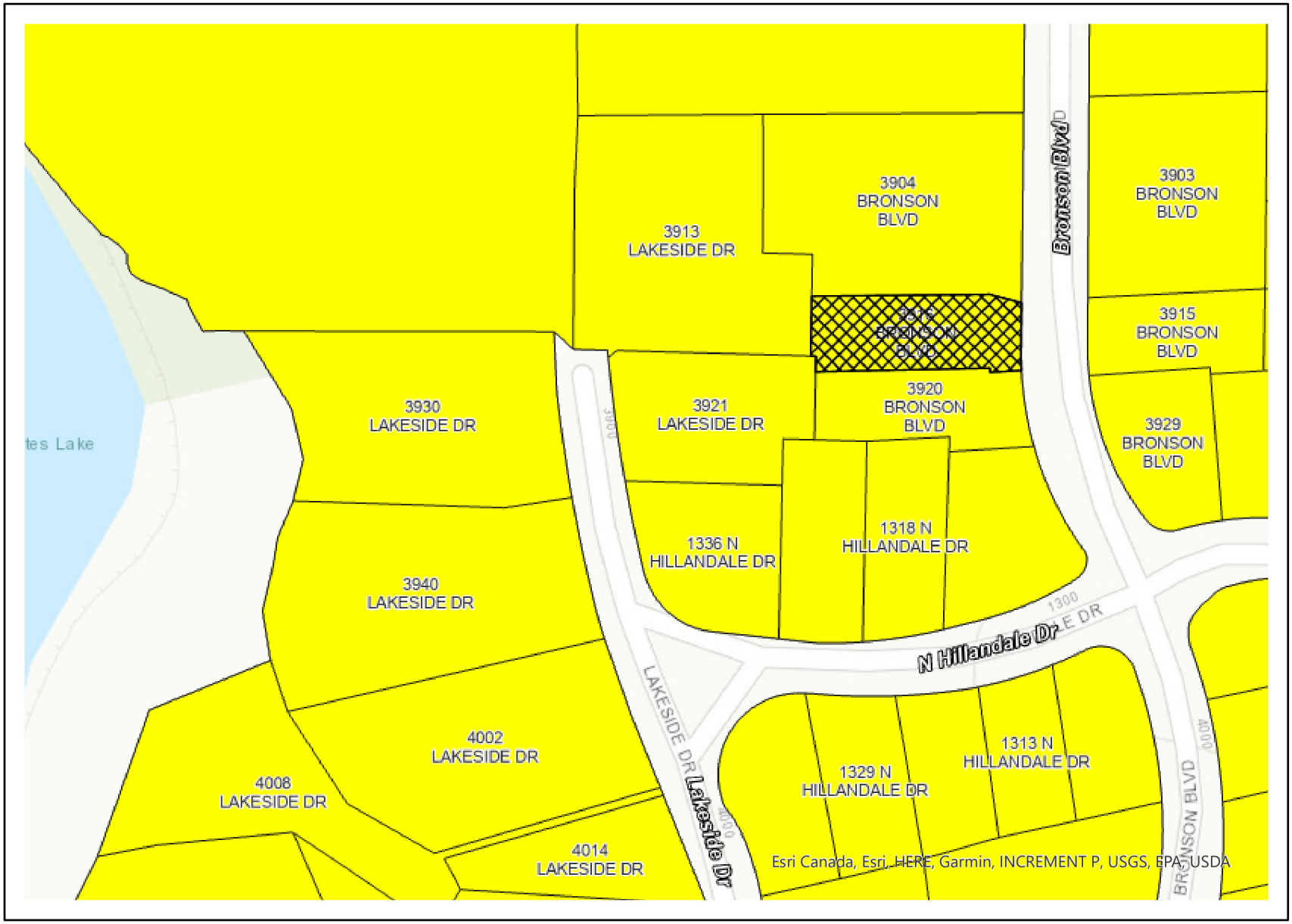
Green: Band_2

Blue: Band_3

0 0.01 0.03 0.06 mi

N

P.C. #2023.04 - 3916 Bronson Boulevard
Special Use Permit for a Group Daycare



Current Zoning

Subject Property

Other Property

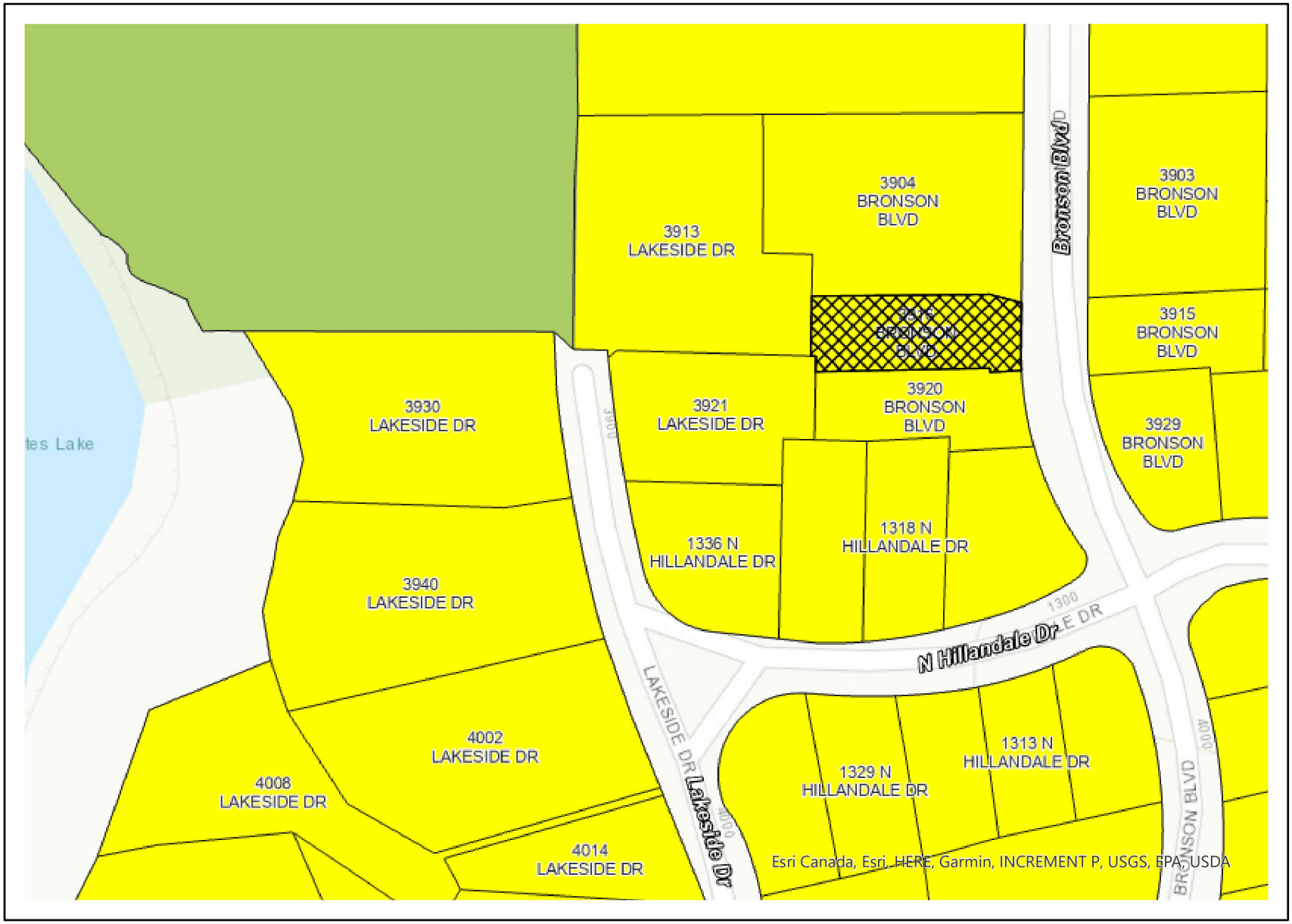
District

RS-5

0 0.01 0.03 0.06 mi

N

P.C. #2023.04 - 3916 Bronson Boulevard
Special Use Permit for a Group Daycare



Future Land Use

Subject Property

Other Property

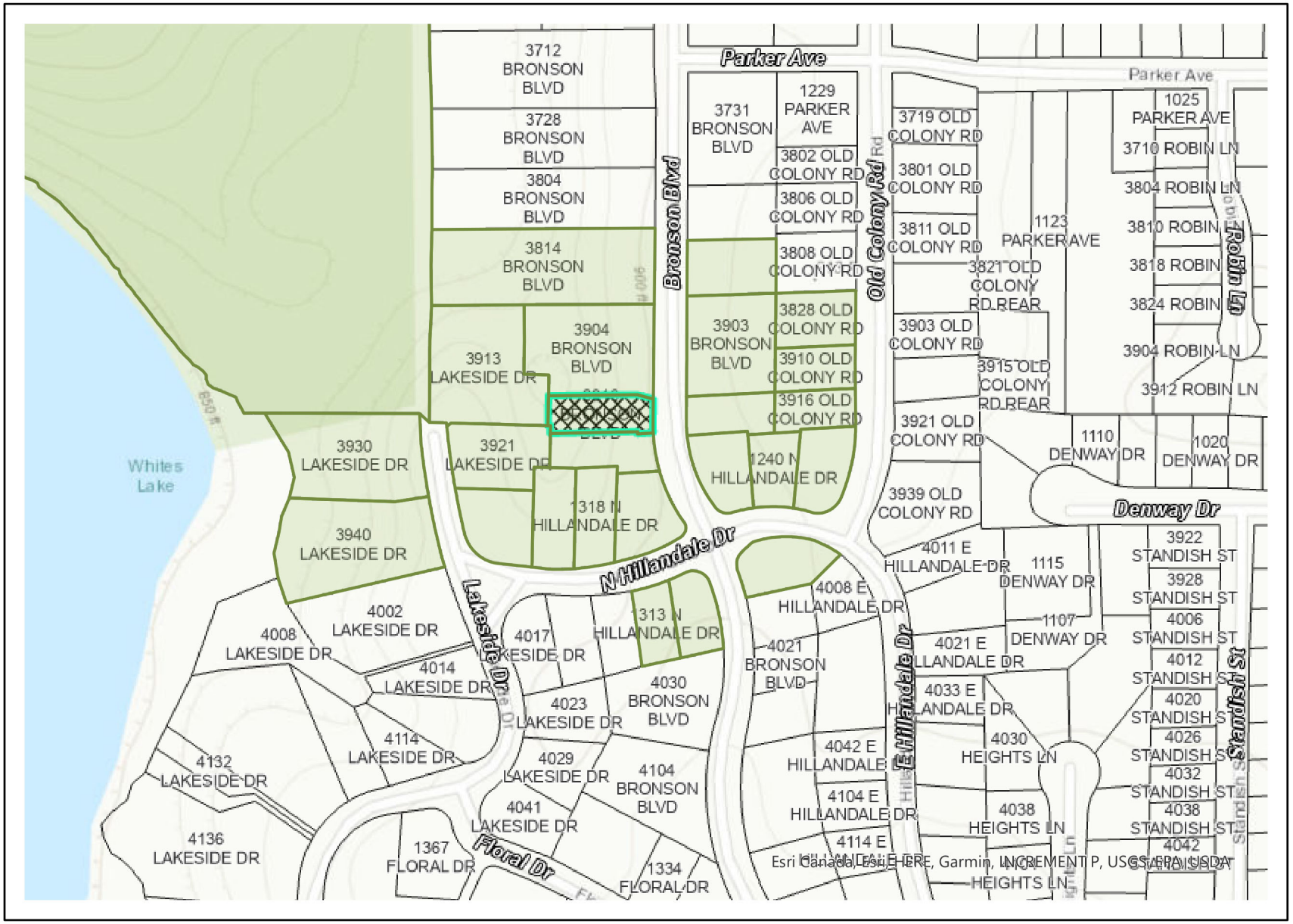
Future Land Use

Open Space/ Parks

R1-Residential

0 0.01 0.03 0.06 mi

N



Other Property _Query result

Subject Property

Subject Property

Other Property

0 0.03 0.06 0.12 mi

N

3917

CITY OF KALAMAZOO
SITE PLAN REVIEW PROJECT LIST

Year 2023	Project Address	Project Description	Applicant	Property Owner	Pre-App. Received	Pre-App. Meeting	Pre-App. Approval Date	Date Site Plan Rec.	Fee	Committee Meet. Date	Design Review	Site Plan Review Status	Final Site Plan Approval Date	Final Inspect.	Process Issues
Full Site Plan															
PSP23-001	2300 Glendenning Rd	Replace Modular Office Building	AR Engineering	T-M Asphalt	9/27/2022	10/5/2022	10/5/2022	12/21/2022	$500	1/25/2023	NA	Site Plan Approved	5/3/2023		Lot line adjustment
PSP23-002	3921 Oakland Dr	Country Club Buildings and Golf Course	Hurley & Stewart	Oakland Finance Company	11/29/2022	12/14/2022	12/14/2022	1/3/2023	$500	2/8/2023	NFP	Site Plan Approved	7/11/2023		
PSP23-003	1827 Reed Ave	New Trucking Warehouse & Distribution Building	Byce & Associates	Reed 1827, LLC	11/3/2022	11/16/2022	11/16/2022	1/11/2023	$500	7/28/2023	NA	Project Under Review			Rail Spur Approval from RR
PSP23-004	5235 Portage Rd	Snow Equipment Storage Building	RS& H Michigan	Kalamazoo County Airport	11/29/2022	12/7/2022	12/7/2022	1/9/2023	$500	2/15/2023	NA	Site Plan Approved	3/21/2023		
PSP23-005	3505 Emerald Dr	Cell Antenna Collocation	Cellco Partnership	T-Mobile Central	NA	NA	NA	1/26/2023	$250	2/22/2023	NA	Site Plan Approved	2/28/2023		
PSP23-006	710 Collins	Cell Antenna Collocation	T-Mobile	T-Mobile Central	NA	NA	NA	1/19/2023	$250	2/22/2023	NA	Site Plan Approved	3/3/2023		
PSP23-007	2101 Fulford	Building (Truck Bay) Addition	Hurley & Stewart	Flowserve US Inc	12/2/2022	12/14/2022	12/14/2022	1/25/2023	$500	2/22/2023	NA	Site Plan Approved	6/9/2023		
PSP23-008	215 E Michigan Ave	Change of Use to Restaurant	Terry Patterson & Fritz Brown	215 EM Partners, LLC	12/12/2022	1/4/2023	1/4/2023	1/31/2023	$500	3/1/2023	DDRC	Site Plan Approved	4/6/2023		
PSP23-009	900 Hatfield	Cell Antenna Collocation	AT&T Mobility	SBA Towers II, LLC	NA	NA	NA	2/6/2023	$250	3/8/2023	Na	Site Plan Approved	3/14/2023		
PSP23-010	3651 E Cork St	Lease Co & New Wash Bldg	Enterprise Leasing Co. of Detroit	Clark Logistics Group XLI, LLC	2/7/2023	2/15/2023	2/15/2023	3/2/2023	$500	3/29/2023	NA	Site Plan Approved	5/10/2023		
PSP23-011	5225 Portage Rd	New storage building and building addition	Hurley & Stewart	5225, LLC	8/8/2022	8/24/2022	8/24/2022	3/8/2022	$500	3/29/2022	NA	Site Plan Approved	4/27/2023		
PSP23-012	3915 Stadium Dr	Paving Expansion	Hurley & Stewart	Car L Shine, LLC	3/6/2023	3/22/2023	3/22/2023	3/31/2023	$250	4/26/2023	NFP	Site Plan Approved	7/6/2023		
PSP23-013	1400 Harrison St	Site work and equipment building for clarifier	Hurley & Stewart	Graphic Packaging	2/22/2023	3/8/2023	3/8/2023	4/4/2023	$500	5/17/2023	NFP	Project Under Review			
PSP23-014	2634 MT. Olivet Rd	Cell Antenna Collocation	Verizon Wireless	City of Kalamazoo	NA	NA	NA	5/10/2023	$250	6/7/2023	NA	Site Plan Approved	7/6/2023		
PSP23-015	2536 S Sprinkle Road	Change of Use - Gas Station to Cannabis Retailer	2536 S Sprinkle Road LLC	C&H LLC	1/17/2023	1/20/2023	NA	6/12/2023	$250.00	7/12/2023		Project Under Review			
PSP23-016	209 E Stockbridge Ave	Mixed-use Development	LIFT Foundation	Kalamazoo County Housing Choiices	3/22/2023	4/26/2023	4/28/2023	6/22/2023	$610.00	7/12/2023	NFP	Project Under Review			
PSP23-017	128 E Frank St	Site work and residential building additions	Byce & Associates	Mt Zion Baptist Church	6/15/2022	7/28/2022	7/28/2022 - CONDITIONAL APPROVAL	6/29/2023	$500.00	7/26/2023		Project Under Review			
							Total:		$7,110.00						