

Agenda

Planning Commission

City of Kalamazoo



Wednesday, April 9, 2025

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. Approval of Minutes from the Planning Commission meeting on Thursday, March 6, 2025

D. COMMUNICATIONS AND ANNOUNCEMENTS

E. PUBLIC HEARINGS

1. P.C. #2025.01 A request from the Department of Community Planning & Economic Development to change the zoning of all the properties on Roskam Ct., Millard Ct. & 736 E Crosstown Pkwy from Manufacturing, Limited (M-1) to Live-Work 1 (LW-1) & Manufacturing, General (M-2)

F. DISCUSSION/ACTION ITEMS

1. Elect Chair, Vice Chair and Secretary Officers
2. Delegate Site Plan Review to the Site Plan Review Committee
3. Annual Retreat & Training - Development Process & Site Plan Policy Update

G. REPORTS

1. City Planner's Report
2. Site Plan List

H. PUBLIC COMMENTS

I. CITY COMMISSION LIAISON COMMENTS

J. PLANNING COMMISSIONER COMMENTS

K. ADJOURNMENT

City of Kalamazoo
PLANNING COMMISSION
Meeting Minutes
March 6, 2025
DRAFT

Members Present: Ian Smith; Christine Dascenzo; Shardae Chambers; Gregory Milliken, Chair; Michelle Audette-Bauman; Jennifer Swan

Members Excused: Mitchell Curtiss; Wendell Tolber; Brian Pittelko

City Staff: Bobby Durkee, Assistant City Planner; Beth Cheeseman, Executive Administrative Assistant; Charlie Bear, Assistant City Attorney

A. CALL TO ORDER/ROLL CALL

Commissioner Milliken called the meeting to order at 7:00 p.m.

Planner Durkee proceeded with roll call and determined there was a quorum.

B. ADOPTION OF FORMAL AGENDA

Commissioner Swan, seconded by Commissioner Dascenzo, moved approval of the March 6, 2025 Planning Commission agenda as presented. With a voice vote, the motion carried unanimously.

C. APPROVAL OF MINUTES

Commissioner Smith, seconded by Commissioner Chambers, moved approval of the February 6, 2025 minutes as presented. With a voice vote, the motion carried unanimously.

D. COMMUNICATIONS AND ANNOUNCEMENTS

Planner Durkee announced the upcoming Imagine Kalamazoo 2035 public meetings.

- Tuesday, March 11, Northside Association for Community Development
- Tuesday, March 18, Kalamazoo College Field House
- Thursday, March 27, Open House, Kalamazoo Institute of Arts

E. PUBLIC HEARINGS

None.

F. DISCUSSION/ACTION ITEMS

1. Recommendations from Interview Committee of candidates to fill vacant Planning Commissioner positions.

Planner Durkee announced that this was Commissioners Milliken and Chamber's final meeting. In January they put out a post for additional board members. They narrowed down the applicants to three and set up interviews. Commissioners Audette Bauman, Chambers, and Curtiss were on the interview committee. Planner Durkee mentioned that one candidate was located in the township. The interview team selected two candidates to recommend to the City Commission to fill the vacant Planning Commissioner positions: Zack Wilson and Dr. Thomas Kostrzewa (aka: Dr. K).

Commissioner Audette Bauman said she was excited about the candidates. Mr. Zack Wilson is a resident of the Vine neighborhood. He is a Business Analyst and has lived in Kalamazoo for a couple of years. Mr. Wilson is involved with Link Kalamazoo, which is a young professionals organization. He seems interested in and active in Kalamazoo - particularly in the Downtown area. Mr. Wilson is excited to serve the community and learn more about planning and development in the City. The second candidate, Dr. K., is in the audience tonight. He has lived in Kalamazoo for decades. Dr. K. is a resident of the Douglass neighborhood, a former board member of the neighborhood organization, and a Professor at Western. He has worked on other City boards, including the Dangerous Buildings Board, and he has worked on a number of projects in the community - including Bates Alley. Dr. K. has broad experience traveling internationally. Commissioner Audette Bauman thought that each candidate would bring a nice perspective to the Planning Commission.

Commissioner Chambers added that both candidates were very good. She noted that they did have another candidate that didn't live in the community. Commissioner Chambers thought the candidates would add a nice blend of old and new. Both will be good additions to the Commission.

Commissioner Milliken thought that both looked like excellent candidates. He thanked the interview team for their work, and he thanked the candidates for stepping forward to be on the Planning Commission.

Commissioner Audette Bauman, seconded by Commissioner Chambers, made a motion to recommend Mr. Wilson and Dr. Kostrzewa to the City Commission to fill the vacant Planning Commissioner positions.

A voice vote was taken and the motion passed unanimously.

G. REPORTS:

1. City Planner's Report
2. Site Plan List

H. PUBLIC COMMENTS:

There were no in-person comments. There were no call-in comments.

I. CITY COMMISSION LIAISON COMMENTS

None.

J. MISCELLANEOUS COMMENTS BY PLANNING COMMISSIONERS

Commissioner Dascenzo thanked Commissioners Milliken and Chambers for serving. She thought that Commissioner Milliken ran smooth meetings. Commissioner Dascenzo said they represented their communities well, they respected the public, and they put a lot of thought into their comments. She appreciated serving with them.

Commissioner Smith noted that the City was trying to be better at clearing snow off the sidewalks. He appreciated that effort for those who rely on walking. He thanked the City of Kalamazoo for this improvement.

Commissioner Chambers stated that it was a pleasure to serve on the Planning Commission. She learned a lot by serving and working with City staff. Commissioner Chambers said she met amazing people on the board and in the community. She encouraged the other Commissioners to make sure they listen to residents, attend some community events, and protect natural features.

Commissioner Milliken said it was 2017 when he started on the Planning Commission. He served pre- and post-Covid and saw big and small meetings. Commissioner Milliken said it was fun to be a part of the decision making process. He will probably find his way to get involved someday again in the future. Commissioner Milliken said it was a pleasure to get to know various people he would never have known previously. He thanked staff for doing a great job.

Planner Durkee thanked both Commissioners for their service. He thought it was great that the Commissioners coming on were a mix of new and experienced. Planner Durkee stated that Commissioner Milliken is a professional planner, and it was a pleasure serving with him. He was a great Chair to support Planner Durkee as he transitioned into the liaison role. Planner Durkee mentioned the question from a previous meeting of why there were less items coming to the Planning Commission. He thought part of it was that their ordinance had changed to become a better fit for the City. That was one of the intents of IK 2025 - less variances. Planner Durkee said that it was great to watch Commissioner Chambers grow, and feels she is now a professional in planning. She has always been helpful to volunteer outside of the board and she has a good perspective. He agreed with her that they need to listen to the residents of Kalamazoo because it is made up of many people and many perspectives.

K. ADJOURNMENT

Commissioner Milliken adjourned the meeting at 7:15 pm.



Planning Commission Staff Report

City of Kalamazoo

Date: **4/9/2025**

Item: **E.1.**

TO: City of Kalamazoo Planning Commission

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

DATE: April 9, 2025

SUBJECT: P.C. #2025.01 A request from the Department of Community Planning & Economic Development to change the zoning of all the properties on Roskam Ct., Millard Ct. & 736 E Crosstown Pkwy from Manufacturing, Limited (M-1) to Live-Work 1 (LW-1) & Manufacturing, General (M-2)

BACKGROUND:

Roskam and Millard Court are two small streets in the Edison neighborhood tucked to the northeast of the intersection of E Vine Street and Portage Road. The streets are all residential with a mix of single-family homes and vacant grass lots. The streets were platted approximately a century ago and have been residential in use since then. The streets sit wedged between the more heavily industrial area to the immediate east and the residential and commercial types of uses to the south and west of the site. The properties are all currently zoned Manufacturing, Limited, (M1), which does not permit residential uses. In January 2025, residents of Millard Court, Tanya and Angel Moore, reached out to the City via the 311 call-in system, inquiring about building a home across the street from their residence on a vacant lot they owned. The intent was to develop an adult foster care use in the dwelling.

The Moores were connected with the Zoning Administrator, who informed them of the process to develop a home but notified them currently as zoned a home is not permitted as a new use in the M-1 zone. After a review by staff, it was concluded that their properties and both streets would have been well suited for rezoning to better align the zoning with the land use and the need to develop a care home on the street. Planning staff met with the Moores to discuss the house development and zoning to discuss the option to include the entire street. With the staff review and inquiry to develop a vacant lot, the action is now presented for the Planning Commission's consideration.

The future land use map denotes this section as Neighborhood Edge, recognizing the mixed land uses in this area. The roads are made up of residential lots vacant and developed. Due to the lot sizes, existing buildings and challenges to assembling land, it is unlikely to be developed under the current zoning. In fact, the manufacturing zoning was in place as on zoning maps dating from the 1970s and was set in place some time earlier. With a perceived intent of zoning the

land for future intended use, it is apparent that did not occur. In order to support the current residents and permit the ability to expand or infill new housing on vacant properties, the Live Work zone would then permit residential dwelling. Live-Work-1 is the zone to the south and this action extends into both streets. The use allows flexibility for mixed or commercial uses, which is consistent with the surrounding land uses. One parcel at the end of Roskam Court is the stormwater pond of an adjacent manufacturing business zone M-2. This aligns that parcel with the rest of the property making up the packaging facility to the east.

STRATEGIC VISION ALIGNMENT:

Strategic Goal Impact:

Complete Neighborhoods - residential areas that support the full range of people's daily needs

COMMUNITY ENGAGEMENT:

Appropriate Depth of Engagement

Consult (two-way conversation) – the community will have a chance to react to the project through two-way conversation.

Discussion: City staff worked with the Moores to use a suitable option to help inform neighbors per the Public Participation Plan (PPP) beyond the standard city notice letters. From the small area, large impact section the post card option was selected using graphics and an aerial map to help highlight the area proposed for rezoning. Notice letters were sent out by the City afterwards to the same properties and those within 300 feet of the property and the notice was published in the March 23rd edition.

FINDINGS:

The Planning Commission's role is to make a recommendation to the City Commission regarding the proposed zoning changes. When considering the request, the following should be considered per Chapter 8 of the Zoning Ordinance:

1. The extent to which the amendment is consistent with the Master Plan 2025 and Strategic Vision.

The rezoning is consistent with the Master Plan and Strategic Vision in that it removes barriers to development through rezoning consistent with the future land use map and land uses.

2. The extent to which there are changed conditions that require an amendment.

The property has been zoned for manufacturing for at least 50 years; this designation did not impact or alter the residential character of the street or result in industrial uses in this location. The lot and block are not manufacturing in size or scale.

3. The extent to which the proposed amendment addresses a demonstrated community need.

The rezoning removes a barrier to the conforming land use designation for building new residential uses. A non-conforming designation in the land use table means the use is not permitted as a new use; no vacant lots can currently be developed by right in the M-1 zone for residential. Residents on the street are seeking to develop a vacant lot for a home. There are lots on both streets which could support dwellings per the zoning standards.

4. The extent to which the proposed amendment is compatible with existing and proposed uses surrounding the subject land, and is the appropriate zone district for the land, or the proposed amendment to the text of this Ordinance will maintain or improve compatibility among uses and will ensure efficient development within the City.

The amendment is compatible with the existing and proposed uses surrounding the area and is the appropriate zone district for this location. The amendment improves compatibility of the lots on the block, especially those that are vacant, by allowing them to be redeveloped for a use other than industrial or manufacturing.

5. The extent to which the proposed amendment would result in a logical and orderly development pattern.

The areas to the east are zoned manufacturing and there are manufacturing uses to the east. To the south and west are commercial and residential uses within the LW-1 and LW-2 zones. Zoning these parcels will result in a logical and orderly development pattern consistent with the uses in this location.

RECOMMENDATION:

Staff recommends that the Planning Commission recommend approval to the City Commission for the proposed rezoning because it meets the review criteria as noted.

Rezoning from M-1 to LW-1 & M-2



Zoning

 LW1

 LW2

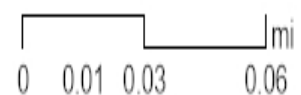
M1

M2

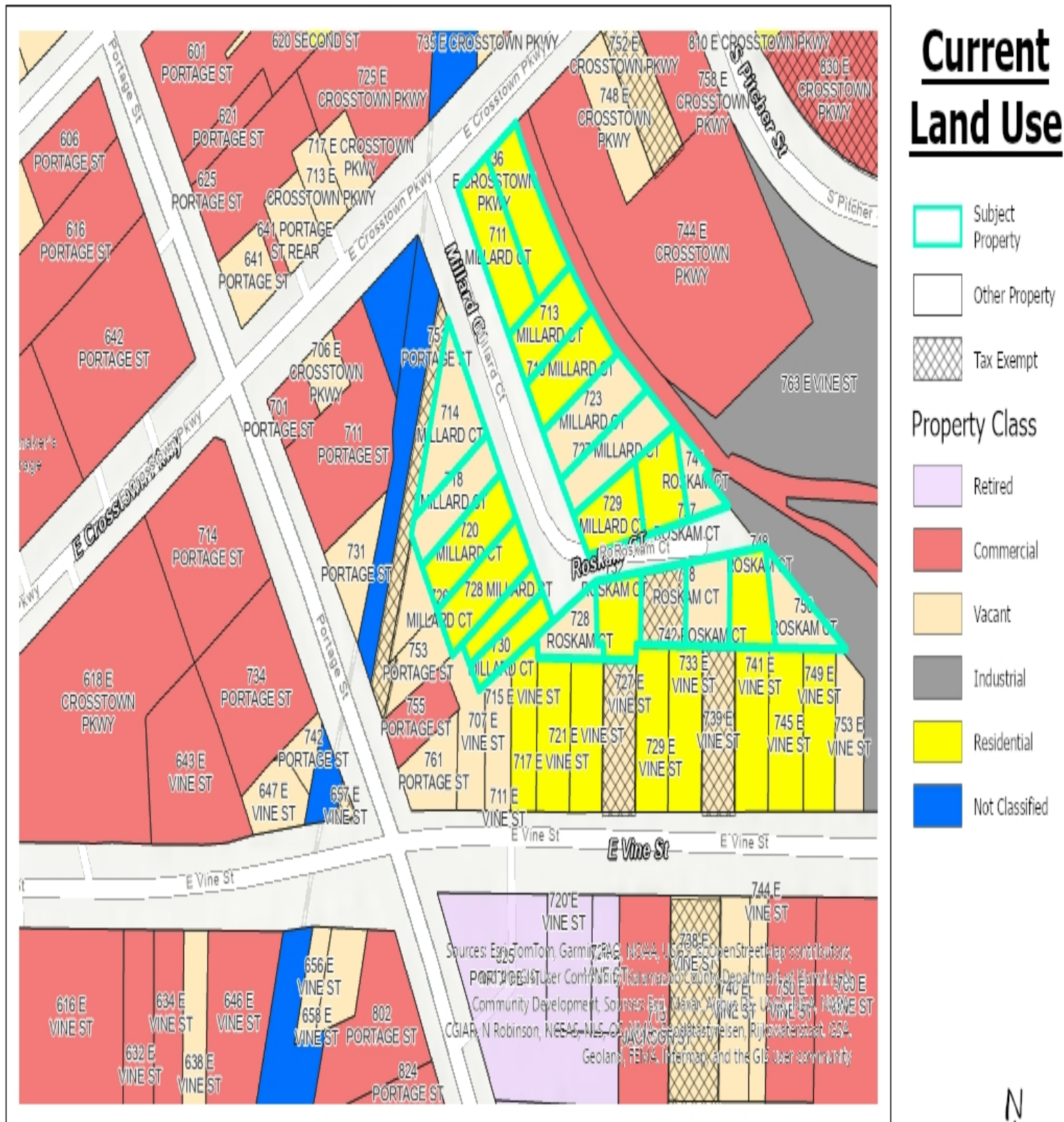
Subject
Property

	Other Property
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Source: Eric Tenfent, Gentry P&S, N394, N395, & SpeedStreetMap contributors, Portland Urban Community, Multnomah County Department of Planning & Community Development, Source: Eric Voser, Arlene P&S, N394, N395, N396, CGIAR, N Robinson, N394, N395, N396, GoogleEarthPro, Rijswaterstaat, GSA, GeoLink, FEMA, Internat, and the GIS user community.



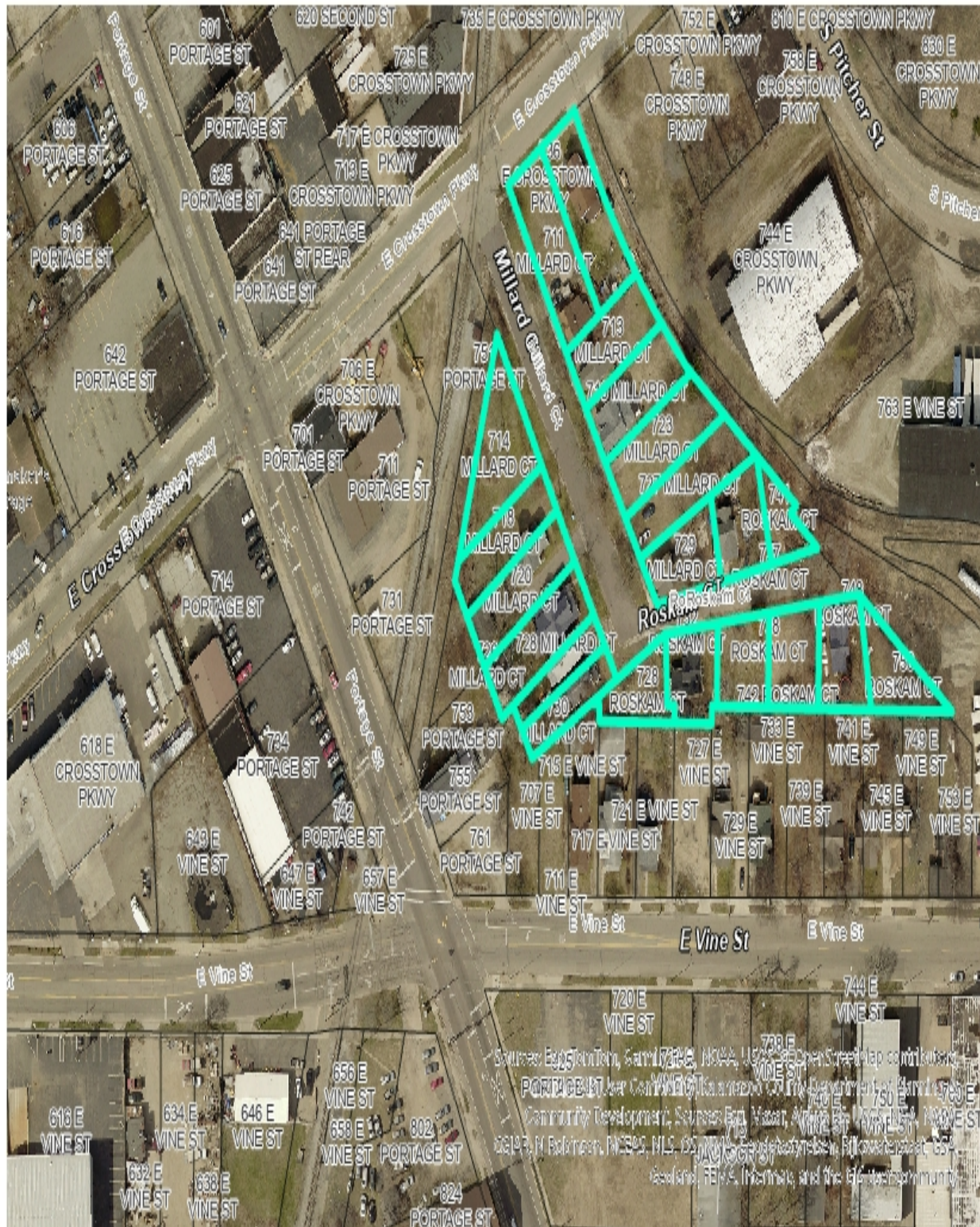
P.C. #2025.01 - Parcels on Roskam & Millard Court
Rezoning from M-1 to LW-1 & M-2



P.C. #2025.01 - Parcels on Roskam & Millard Court

Rezoning from M-1 to LW-1 & M-2

Aerial View



Subject Property

Other Property

2018

Red: Band_1

Green: Band_2

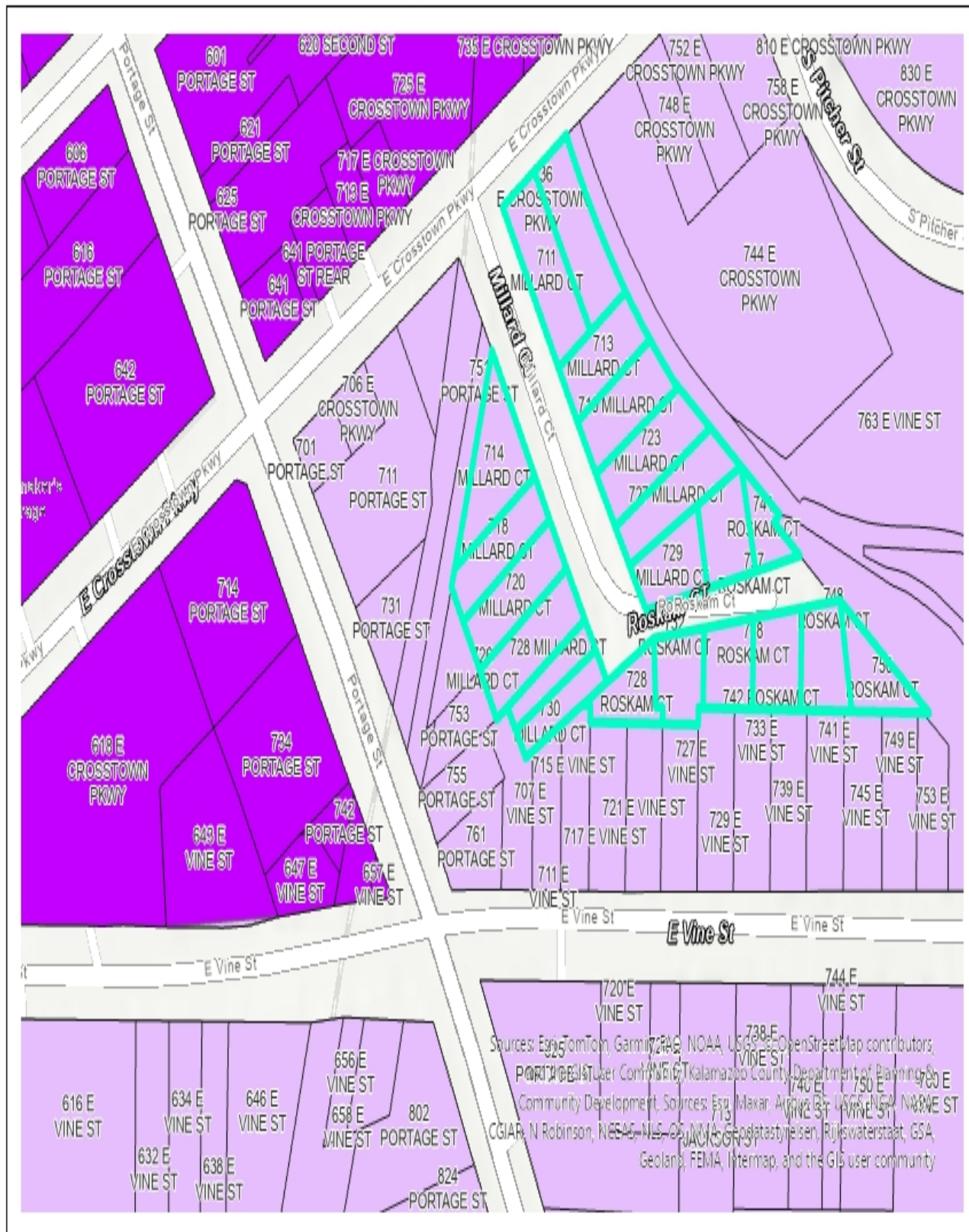
Blue: Band_3

0 0.01 0.03 0.06 mi



P.C. #2025.01 - Parcels on Roskam & Millard Court

Rezoning from M-1 to LW-1 & M-2



Future Land Use

-  Subject Property
-  Other Property

FLU Category

-  Neighborhood Edge
-  Urban Edge

Sources: Esri, TomTom, Garmin, TIG, NOAA, USGS, OpenStreetMap contributors, Portage St User Contributors, Kalamazoo County Department of Planning & Community Development, Sources: Esri, Maxar, Airbus, GeoEye, USDA, NADIR, CGIAR, N. Robinson, NEA, NLS, OS, NYA, Geodatastyleisen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap, and the GIS user community

0 0.01 0.03 0.06 mi







Year 2025	Project Address	Project Description	Applicant	Property Owner	Checklist App. Received	Checklist App. Meeting	Checklist 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
Site Plan Review															
PSP25-001	111 Portage Street (200 E Michigan Avenue)	Upper Floor Residential (Suagatuck Brewing Co. Building)	Bosch Architecture	Pereguine Peninsula, LLC	12/17/2025	1/15/2025	1/17/2025	1/16/2025	\$ 300.00	2/19/2025	HDC	Approved	2/21/2025		
PSP25-002	251 Mills Street	Internal Site Improvements and Storage Shed Addition (HomerStryker Field)	Brian Colopy	City of Kalamazoo	9/12/2024	10/2/2024	10/4/2024	2/5/2025	\$ 506.00	3/19/2025	NFP	Approved	3/21/2025		
PSP25-003	3301 Tech Circle Drive	Building Addition and Site Work (SME)	A&R Engineering	Campus Drive Associates, LLC	10/18/2024	10/30/2024	11/1/2024	1/31/2025	\$ 506.00	3/12/2025	BTR Park - PC	Under Review			
PSP25-004	1400 N Drake Road	Site Improvements to an Existing Independent Living Community (Friendship Village)	Driesenga and Associates	Lifecare, Inc.	9/25/2024	10/16/2024	10/18/2024	2/12/2025	\$ 506.00	3/12/2025	PUD - PC and NFP	Under Review			
PSP25-005	1508 Princeton Avenue	Site Improvements to Princeton Park	MCSA Group, Inc	City of Kalamazoo	1/21/2025	1/29/2025	1/31/2025	2/14/2025	\$ 506.00	3/19/2025	N/A	Approved	3/25/2025		
PSP25-006	1500 N Pitcher Street	GPI Phase II - New Parking Lot and Site Improvements	Hurley & Stewart	Graphic Packaging International LLC	12/20/2025	1/15/2025	1/17/2025	3/12/2025	\$ 506.00	4/2/2025	N/A	Under Review			
PSP25-007	3333 S Westnedge	Drop-off Loop and New Secure Entrance (Kalamazoo Public Schools)	Vreisman & Korhorn	Kalamazoo Public School District	9/20/2024	10/9/2024	10/11/2024	3/12/2025	\$ 506.00	4/9/2025	NFP	Under Review			
TOTAL									\$ 3,336.00						