

Agenda

Planning Commission



City of Kalamazoo

Wednesday, March 25, 2026

6:00 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 February 5, 2026.
- D. COMMUNICATIONS AND ANNOUNCEMENTS**
- E. PUBLIC HEARINGS**
- F. DISCUSSION/ACTION ITEMS**
- G. REPORTS**
 - 1. City Planner's Report
 - 2. Planning Commissioner Recommendations from Interviews by Interview Committee
 - 3. 2025 Annual Report
 - 4. Site Plan List
- H. PUBLIC COMMENTS**
- I. CITY COMMISSION LIAISON COMMENTS**
- J. PLANNING COMMISSIONER COMMENTS**

K. ADJOURNMENT

City of Kalamazoo
PLANNING COMMISSION
Meeting Minutes
February 5, 2026
DRAFT

Members Present: Michelle Audette-Bauman; Thomas Kostrzewa; Zack Wilson; Brian Pittelko; Roland Bissonnette; Jennifer Swan; Mitchell Curtiss; Christine Dascenzo

Members Excused: Wendell Tolber

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

A. CALL TO ORDER/ROLL CALL

Commissioner Pittelko 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 Curtiss, moved approval of the February 5, 2026 Planning Commission agenda as presented. With a voice vote, the motion carried unanimously.

C. APPROVAL OF MINUTES

Commissioner Swan, seconded by Commissioner Bissonnette, moved approval of the December 4, 2025 minutes as presented. With a voice vote, the motion carried unanimously.

D. COMMUNICATIONS AND ANNOUNCEMENTS

Planner Durkee announced that City Commissioner Praedel was participating in the Point-in-Time Count and wouldn't be able to attend the meeting that night.

E. PUBLIC HEARINGS

None.

F. DISCUSSION/ACTION ITEMS

1. Zoning Ordinance Amendment Introduction – Chapter 8 and 10 of Appendix A Zoning Ordinance to Article 2 of Chapter 50 Zoning Ordinance.

Planner Durkee reviewed how the Planning Department has done incremental amendments to the zoning ordinance since IK2025. He said they committed to follow a three-step proposal with this incremental style.

Steps include:

1. Introduction to proposed amendments.
2. Community feedback and first draft of amendments.
3. Amendment draft prepared for consideration at a future meeting.

Planner Durkee indicated that reviewing and amending the ordinances was a part of the IK2025 Master Plan goals. There are only a few changes to Chapters 8 and 10 because they are procedural and tied to State law. They will be taking Chapter 8 and 10 from Appendix A and moving them to Chapter 50. Planner Durkee reviewed what ordinances had already been moved to Chapter 50. He said they still have residential and manufacturing zone districts in Appendix A.

Planner Durkee explained that Chapters 8 and 10 outline the Board authorities and meeting processes with reference to the Zoning Enabling Act and Appendix A itself. They plan to update and simplify references, including adding references to Chapter 50. These chapters outline staff roles; codify specific details of board and ordinance implementation; and clarify details for local administration since the passage of the 2006 Zoning Enabling Act.

Planner Durkee reviewed the following proposed amendments:

- Increasing the threshold for site plan review.
- Make change of use site plans more definitive in the ordinance.
- Simplify language and cross references in the Chapters.
- Align board member counts to bylaws.
- Revise graphics for process flows.
- Update the numbering format to match Chapter 50.
- Update references to include the Street Design Manual and Public Participation Plan (PPP).

Planner Durkee went over next steps:

- PPP exercise to determine the level of engagement – Winter 2026.
- Public posting for comment – Winter/Spring 2026.
- Place on a future agenda as an ordinance amendment request – Spring 2026.

Commissioner Kostrzewa asked what they meant about an increase in the threshold for Site Plan Review. Planner Durkee said it was an increase in intensity. They evaluate the location, the use before, and the scope of work. He said the ordinance has the real weight in the decision because it is tied to the development standards of use.

Commissioner Audette-Bauman asked what he was referring to when he mentioned maps. She wondered if they were outlining procedures in maps changes. Planner Durkee said the procedure to change the ordinance is the exact same procedure of a zoning map change. They are not changing any map; it is changing the ordinance.

Commissioner Curtiss wondered if there would be any modifications to the criteria the Planning Commission uses to make decisions. Planner Durkee indicated there were no changes to the decision criteria.

Commissioner Pittelko and Planner Durkee clarified that the goal was to move all ordinances in Appendix A to Chapter 50.

Commissioner Audette-Bauman wondered what substantive changes would come from this amendment. Planner Durkee clarified that those changes were the ones he reviewed and showed in his presentation. Commissioner Audette-Bauman asked if a redlined version of the ordinance would be released to the public. She also wondered how these changes would be relevant to community members who came out for a recent rezoning. She asked if this was the chance for the community to give feedback if they disagree with the criteria used to make decisions. Planner Durkee stated that they would release a redlined version of the changes to the public. He said the current IK work and eventual Master Plan creates the Future Land Use map which is used for future land use decisions. He agreed that they can give feedback on criteria if they wish. Planner Durkee said he expected a lot of interest in site plan review requirements.

G. REPORTS:

1. City Planner's Report

Planner Durkee announced current and upcoming IK2035 meetings.

Planner Durkee asked for volunteers to be on an interview panel because they have some Planning Commissioners' terms ending on March 31. Commissioners Curtiss, Audette-Bauman, and Bissonnette volunteered to be on the interview panel.

2. Site Plan List

No questions.

H. PUBLIC COMMENTS:

There were no in-person comments.

Commissioner Pittelko stated the phone number for any call-in comments.

There were no call-in comments.

I. CITY COMMISSION LIAISON COMMENTS

Commissioner Praedel was not present at the meeting.

J. MISCELLANEOUS COMMENTS BY PLANNING COMMISSIONERS

Commissioner Pittelko confirmed they are still taking applications for Planning Commissioners.

K. ADJOURNMENT

Commissioner Pittelko adjourned the meeting at 7:29 pm.

**CITY OF KALAMAZOO
PLANNING COMMISSION
ANNUAL REPORT
2025**

Introduction

This is a summary of the activities conducted by the Planning Commission during 2025, plus information on notable tasks and projects undertaken by the Planning Division.

Planning Commission Members

The Planning Commission was made up of the following nine members at the end of 2025:

Brian Pittelko	Michelle Audette- Bauman
Mitchell Curtiss	Roland Bissonnette
Christine Dascenzo	Thomas Kostrzewa
Wendell Tolber	Zack Wilson
Jennifer Swan	

Planning Commission convened eight (8) regular meetings during the year, and one joint meeting with the Brownfield Redevelopment Authority in December. At the June 9, 2025, meeting, Commissioner Pittelko was elected as Chair, Jennifer Swan was elected as Vice-Chair, and Commissioner Mitchell Curtiss was elected as Secretary.

In November the Planning Commission held a Joint Training with the Zoning Board of Appeals and Natural Feature Protection Review Committee.

Summary of requests reviewed by the Planning Commission

A total of eight (8) requests processed by the Planning Division staff in 2025 for review and action by the Planning Commission. This compares to ten (10) requests processed in 2024.

The rezoning requests were as follows:

1. CPED requested a rezoning of Properties on Roskam & Millard Courts from M-1 to LW-1 and one parcel to M-2.
2. CPED requested a rezoning of 802, 814, 822 & 824 S Bursick St & 107 & 115 W Vine St from LW-1 to D-3. **Approved.**

The special use permit requests were as follows:

1. Maurice Golliday requested a Special Use Permit for a rooming at 1303 Lake Street. **Approved.**
2. B Diamond Infra, LLC a requested a Special Use Permit for a new 150-foot monopole cell antenna tower to replace the existing lattice style tower. **Approved.**
3. Speedway requested a special use permit to develop a gas station at 918 Riverview. **Approved.**

Other items:

1. Request by Community Planning & Economic Development to review the 2025 Capital Improvement Plan. **Approved.**
2. Request by Community Planning & Economic Development & Westwood Neighborhood to approve the Westwood Neighborhood Plan. **Approved.**

Summary of Planning Division staff activities

The following is a list of significant activities completed by the Planning Division staff in 2024:

The Site Plan Review Committee

The site plan review committee reviewed thirty-four (32) site plans in 2025 and forty-two (42) pre-site plans with five (5) requiring approval from the Natural Feature Review Committee. Significant projects in 2025 reviewed include the following:

- A new senior apartment building in the Friendship Village PUD at 1400 N Drake Rd. (PUD revision approved by Planning Commission in 2024)
- New parking facilities and demolition of obsolete structures at GPI at 1500 N Pitcher.
- Demolition of old Country Club Clubhouse and new course design at 1609 Whites Rd.
- New Water Treatment Plant & Station 5 and 14 site development for City Water at 2045 Michigan Ave.
- New monopole cell antenna at 1516 Rock Ledge (Approved by Planning Commission in 2025)
- Redevelopment and addition of dwelling units at 111 Portage Street.

Zoning Administration Work in 2025

Sign Permits Reviewed – 180

Annual projecting sign inspections – 114

14 Annual Marihuana Facility Inspections

9 Dealer License Approvals for Zoning for State Licensing.

Paving Permits Reviewed – 66

Zoning Enforcement Case – 146

311 Service Message Coordination through Salesforce Migration & manage internal coordination of service messages for Planning Division.

Neighborhood Engagement Activities

2025 saw the conclusion of the Imagine It and all of the Plan It phase of IK2035 engagement. Together, these conversations included more than 4,000 points of contact. Activities related to these engagement opportunities included Charles Montgomery's Happy City presentation to a full Civic Theatre, and 13 Plan It meetings.

Prepared by: Bobby Durkee, AICP
Assistant City Planner

Year 2026	Project Address	Project Description	Date Checklist App. Received	Checklist Meeting Held	Checklist Approved	Date Site Plan Received	Date Site Plan Meeting Scheduled	Committee Meeting Date	Site Plan Review Status	Final Site Plan Approval Date
PSP26-001	4515 Green Acres Drive	Two Building Additions (Kalamazoo Protestant Reformed Church)	12/4/2025	1/7/2026	1/9/2026	1/28/2026	1/29/2026	2/25/2026	Under Review	
PSP26-002	436 W Willard Street	Pave Existing Gravel Lot (Clark Logic)	6/10/2025	7/16/2025	7/18/2025				Held	
PSP26-003	3616 Stadium Drive	Site Redevelopment for a New Car Dealership (LaFontaine Automotive Group Mazda)	9/9/2025	10/15/2025	10/17/2025	2/23/2026	2/25/2026	3/25/2026	Under Review	
PSP26-004	3718 Stadium Drive	Building Addition and Site Work for a Car Dealership (LaFontaine Automotive Group Mercedes-Benz)	9/9/2025	10/1/2026	10/3/2026	2/23/2026	2/25/2026	3/25/2026	Under Review	

Site Plan Review List Table 2025

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	\$ 510.00	3/19/2025	NFP - ADMIN	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	\$ 510.00	3/12/2025	BTR Park - PC	Approved	6/3/2025		
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	\$ 510.00	3/12/2025	PUD - PC and NFP	Approved	9/12/2025		
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	\$ 510.00	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	\$ 510.00	4/2/2025	N/A	Approved	5/20/2025		
PSP25-007	3333 S Westnedge Avenue	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	\$ 510.00	4/9/2025	NFP	Approved	10/17/2025		NFP Board Review not required - school
PSP25-008	1500 E Kilgore Road	Conversion of Existing Hotel to Residential Apartment Complex	Craig Jeske	ANR Kalamazoo Hotel, LLC	2/25/2025	3/12/2025	3/14/2025	3/27/2025	\$ 306.00	4/30/2035	N/A	Approved	5/20/2025		
PSP25-009	669 Gull Road	Site Improvements to Verburg Park (City of Kalamazoo)	OCBA, Inc.	City of Kalamazoo	2/17/2025	3/26/2025	3/28/2025	4/4/2025	\$ 623.00	5/14/2025	NFP	Approved	7/25/2025		5/28 NFP Meeting
PSP25-010	2331 Parkview Avenue	Antenna Co-Location and Pole Modification (AT&T)	T-Mobile	City of Kalamazoo	2/3/2025	2/26/2025	2/28/2025	4/9/2025	\$ 255.00	5/14/2025	N/A	Approved	7/10/2025	1/22/2026	
PSP25-011	1700 N Drake Road	Accessory Building Addition (Bible Baptist Church)	Abonmarche	Bible Baptist Church	2/17/2025	2/26/2025	2/28/2025	4/11/2025	\$ 510.00	5/21/2025	N/A	Approved	9/12/2025		
PSP25-012	1222 S Burdick Street	Change of Use to a Restaurant (Teresa's Kitchen)	Abonmarche	Maria T Hernandez	1/17/2025	2/5/2025	2/7/2025	4/28/2025	\$ 510.00	5/28/2025	N/A	Withdrawn	--	--	--
PSP25-013	1609 Whites Road	Demo, Regrading, and New Golf Course (KCC Legacy Course)	Hurley & Stewart	CD-1909 LLC	2/25/2025	4/2/2025	4/4/2025	5/8/2025	\$ 623.00	6/4/2025	NFP	Approved	9/10/2025		5/28 NFP Meeting
PSP25-014	1900 Belford Street	Multi-Family Residential Development (KalRecovery)	Abonmarche	City of Kalamazoo	1/15/2025	1/29/2025	1/31/2025	5/20/2025	\$ 623.00	6/25/2025	NFP	Approved	1/6/2026		6/24 NFP Meeting
PSP25-015	2045 E Michigan Avenue	New Water Treatment Plant, Well Condos, and Site Work (Pump Station 5 and 14)	City of Kalamazoo	City of Kalamazoo	4/14/2025	4/30/2025	5/2/2025	5/15/2025	\$ 623.00	6/25/2025	NFP	Approved	8/5/2025		5/28 NFP Meeting
PSP25-016	1003 W Main Street	New Residence Hall and New Parking Lot (Kalamazoo College)	Progressive AE	Kalamazoo College	4/30/2025	5/28/2025	5/30/2025	6/13/2025	\$ 510.00	7/16/2025	N/A	Approved	9/11/2025		
PSP25-017	1912 E Kilgore Road	Conversion of Hotel to Transitional Housing (Kalamazoo County)	Abonmarche	Kalamazoo County	4/11/2025	4/23/2025	4/25/2025	7/1/2025	\$ 510.00	8/6/2025	N/A	Approved	10/20/2025		
PSP25-018	3417 S Burdick Street	Antenna Co-Location (DISH Wireless)	Crown Castle	Sweet Real Estate Company, LLC	6/18/2025	7/23/2025	7/25/2025	7/29/2025	\$ 255.00	8/27/2025	NFP - ADMIN	Approved	9/10/2025	1/22/2026	
PSP25-019	2600 Mt Olivet Road	Replacement of Existing Well Condos, New Chlorine Dosing Building, and Site Work (City of Kalamazoo)	City of Kalamazoo	City of Kalamazoo	6/9/2025	7/9/2025	7/11/2025	7/31/2025	\$ 623.00	8/27/2025	NFP	Approved	9/5/2025		8/26/2025 NFP Meeting
PSP25-020	3050 Oakland Drive	Replacement of Underground Storage Tanks, Fuel Pipe, Dispensers, and Pavement (7-Eleven/Speedway)	CESCO, Inc.	Cheker Oil Co of Mich Inc	7/14/2025	7/30/2025	8/1/2025	9/9/2025	\$ 623.00	10/1/2025	NFP	Under Review			9/23/2025 NFP Meeting
PSP25-021	433 Reed Avenue	Reed Court Floodplain and Stormwater Improvement Project	City of Kalamazoo	City of Kalamazoo Brownfield	11/19/2024	11/27/2024	11/29/2024	9/5/2025	\$ 623.00	10/8/2025	NFP	Under Review			10/18 NFP Meeting

PSP25-022	4702 W Main Street	New Commercial Development for Drive-Through Only Coffee Shop (7 Brew)	Mike Tierney	Westwood Plaza LLC	4/18/2025	5/21/2025	5/23/2025	9/8/2025	\$ 510.00	10/8/2025	N/A	Under Review			
PSP25-023	702 N Burdick Street	Site Redevelopment for Senior Center (Ecumenical Senior Center)	Abonmarche	Ecumenical Senior Center	1/14/2025	1/22/2025	1/24/2025	9/12/2025	\$ 510.00	10/8/2025	N/A	Approved	1/14/2026		
PSP25-024	1516 Rock Ledge Court BLL	New 150' Monopole Cell Tower	B Diamond Infra LLC	B Diamond Infra LLC	7/29/2025	8/13/2025	8/15/2025	9/10/2025	\$ 510.00	10/15/2025	PC, ZBA	Approved	10/21/2025		
PSP25-025	3317 S Burdick Street	Proposed Cold Storage Facility (Stafford Smith)	Stafford Smith, Inc	Stafford Smith, Inc	7/2/2025	8/6/2025	8/8/2025	9/26/2025	\$ 623.00	11/5/2025	NFP	Under Review			10/18 NFP Meeting
PSP25-026	830 E Crosstown Parkway	New Equipment Shelter (Lumen)	Kimley-Horn	Level 3 Communications LLC	7/10/2025	7/30/2025	8/1/2025	9/19/2025	\$ 510.00	11/5/2025	N/A	Under Review			
PSP25-027	245 N Rose Street12/	Rose Street Plaza and Farmer's Alley Improvement Project (City of Kalamazoo)	City of Kalamazoo	City of Kalamazoo	9/15/2025	9/24/2025	9/26/2025	10/17/2025	\$ 510.00	11/19/2025	ZBA	Approved	12/16/2025		12/10 ZBA Meeting
PSP25-028	1400 Harrison Street	New Wastewater Treatment Plant (Graphic Packaging International)	Hurley & Stewart	Graphic Packaging International LLC	5/27/2025	6/25/2025	6/27/2025	10/17/2025	\$ 623.00	12/3/2025	NFP	Under Review			11/25 NFP Meeting
PSP25-029	5235 Portage Road	Runway 35 Extension (Kalamazoo Battle Creek International Airport)	Kalamazoo Battle Creek International Airport	Kalamazoo County	9/8/2025	9/24/2025	9/26/2025	11/6/2025	\$ 510.00	12/17/2025	N/A	Under Review			
PSP25-030	440 N Church Street	Development of a Parking Deck (Kalamazoo County)	Fishbeck	Kalamazoo County	7/31/2025	9/3/2025	9/5/2025	10/21/2025	\$ 510.00	12/17/2025	N/A	Under Review			
PSP25-031	2504 S Sprinkle Road	New Building Addition (Precision Glass)	2504 Sprinkle LLC	2504 S Sprinkle LLC	8/25/2025	9/10/2025	9/12/2025	11/13/2025	\$ 510.00	12/3/2025	N/A	Under Review			
PSP25-032	802 S Burdick Street	Site Redevelopment for a Mixed-Use Development (The B on Burdick)	Hurley & Stewart	VRBB MAXX LLC	6/11/2025	6/18/2025	6/20/2025	11/24/2025	\$ 510.00	1/7/2025	PC, HDC	Under Review			
								TOTAL	\$ 16,413.00						