

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

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.



Board Secretary

4/8/26

Date



Recording Secretary

4/8/26

Date