

Tentative Agenda
Kalamazoo City Planning Commission
November 1, 2018
Regular Meeting

City Commission Chambers, Second Floor, City Hall, 241 W. South Street

7:00 p.m.

- A. Call to Order
- B. Roll Call
- C. Adoption of Formal Agenda
- D. Approval of Minutes (August 21, 2018 (corrected); October 4, 2018)
- E. Communications and Announcements
- F. Public Hearings
- G. Unfinished Business
- H. New Business:
 - 1. P.C. #2018.21: Presentation on Complete Streets Policy and Crosswalk Ordinance
 - 2. 2025 Master Plan: year 1 in review
 - 3. Zoning Ordinance update
- I. Citizens' Comments
- J. City Commission Liaison Comments
- K. City Planner's Report
- L. Miscellaneous Comments by Planning Commissioners
- M. Adjournment

City of Kalamazoo
PLANNING COMMISSION
Minutes
August 21, 2018
DRAFT

Second Floor, City Hall
Commission Chambers
241W. South Street, Kalamazoo, MI 49007

Members Present: Gregory Milliken, Vice Chair; Derek Wissner; Charley Coss; Jack Baartman; James Pitts; Emily Greenman Wright; Sakhi Vyas

Members Excused: Alfonso Espinosa; Rachel Hughes-Nilsson, Chair

City Staff: Christina Anderson, City Planner; Planner; Clyde Robinson, City Attorney; and Beth Cheeseman, Code Administration Clerk/Cashier

A. CALL TO ORDER

Commissioner Milliken called the meeting to order at 7:03 p.m.

B. ROLL CALL

Planner Anderson proceeded with roll call and determined that the aforementioned members were present.

C. ADOPTION OF FORMAL AGENDA

Commissioner Greenman Wright, supported by Commissioner Pitts, moved approval of the August 21, 2018 Planning Commission agenda. With a voice vote, the motion carried unanimously.

D. APPROVAL OF MINUTES

Commissioner Wissner, supported by Commissioner Coss, moved approval of the August 2, 2018 Planning Commission minutes. With a voice vote, the motion carried unanimously.

E. COMMUNICATIONS AND ANNOUNCEMENTS

None

F. PUBLIC HEARINGS

P.C. #2018.13: Request from Republic Development, LLC and Hollander Development Corporation to rezone a portion of 333 E. Alcott Street from Zone M-1 (Manufacturing, Limited District) to Zone RM-24 (Residential, Multi-Dwelling District).

[Recommendation: motion to recommend to the City Commission to approve the rezoning request.]

Planner Anderson presented the staff report. She stated this is a City-owned property in the Brownfield Program. The applicant will create a 2.6-acre sub-parcel from the overall parcel, and they are requesting to rezone it from M-1 (Manufacturing District) to RM-24 (Residential, Multi-Family District). Planner Anderson reviewed the maps and pictures of the property related to the request. She said there are a variety of zoning districts in the area including RS-5, RM-15, RD-19 and some commercial and manufacturing. The future land use plan denotes this area as both R-2 and Neighborhood Edge, which allows a mix of uses – residential and commercial. Planner Anderson explained that RM-24 aligns with the Neighborhood Edge and R-2 classifications in the 2025 Master Plan. This rezoning and the project associated with it fits the Strategic Vision goals of shared prosperity, environmental responsibility and economic vitality. Planner Anderson went over the factors to consider based on the City zoning ordinance: consistency with the Master Plan; a change of conditions which makes the zoning appropriate; if the request addresses a demonstrated community need; if the proposed district is compatible with surrounding uses; and if it is compatible with existing zoning and development patterns.

Planner Anderson relayed that a significant portion of the overall parcel is contaminated and is restricted from development from the Department of Environmental Quality (DEQ). The sub-parcel to be created will not have these restrictions.

Mr. Matt Hollander, Hollander Development Company, presented as the applicant. He explained that there is a restrictive covenant on the overall parcel by the DEQ. Mr. Hollander reviewed maps and drawings associated with the project and pointed out the portions of the overall parcel that are contaminated with land-filled coal ash. The coal ash is considered a hazardous material. The restrictive covenant portions are unsuitable for development without remediation. There are 2.6 acres of the overall parcel that can be developed without further remediation. This is the area they are hoping to build the proposed project. He presented a preliminary site plan sketch showing a 51-unit multi-family apartment complex with two buildings. Mr. Hollander explained it's purpose to provide permanent supportive housing for people suffering from substance use disorders referred by the Kalamazoo area drug treatment court system. He outlined the project stating that Building A would be a 3-story building with a mix of 1-2 bedroom apartments with spaces for treatment services and community amenities. Building B will be a 2-story building. Mr. Hollander stated the purpose for requesting RM-24 instead of RM-15 was due to the restrictive covenant and other constraints posed by the latter district. They didn't want to have to ask for variances for the project. He stated there will be the same amount of green space or more than would be required on a RM-15 designation.

Commissioner Greenman Wright inquired about plans for storm water management. Mr. Hollander stated there will be a storm water retention basin on the south end of the site along Bryant Street. He said they are working on sizing the basin to handle all storm water onsite unless there is an emergency overflow situation. In that case, they would divert any overflow to the existing storm sewer under Bryant Street.

Commissioner Wissner and Commissioner Pitts asked for information about leases, special requirements for the apartments, and how they would apply. Mr. Hollander stated this will be a standard lease with a minimum time of 18 months for residency. He said the housing would offer supportive and wrap-around services. The individuals would be referred from a Kalamazoo area drug treatment court and would be suffering from a substance use disorder. The permanent nature of the apartments is the same as any other traditional housing. Mr. Hollander said tenants who pay their rent and abide by their leases would have the option to stay as long they wanted. He said part of the tenant selection criteria is that 50% or more of the individuals referred to this housing would be recently homeless as defined by HUD. Mr. Hollander stated this is typical for permanent supportive housing projects.

Commissioner Pitts asked if the existing homeowners in the area have been contacted about the project. Mr. Hollander shared that they walked door to door in the neighborhood on a weekend to speak with neighbors and had held a community meeting at the Edsion Neighborhood Association. He said they have gone out of our way to engage those in the neighborhood.

Commissioner Milliken opened the public comments portion of the hearing.

Mr. Gerry Hoffman, President of the board of the Edison Neighborhood Association, stated that he was at the public meeting and there was great hostility for the project. He saw a lot of anger from the attendees, which he believes is a result of a lack of knowledge and fear of this project. Mr. Hoffman reported that he walked the neighborhood to talk with the residents and received many concerns. His concern is that this is scheduled to be a homeless, low-income dwelling arrangement. Mr. Hoffman stated there is another one planned on Lake Street, which he understands will be almost entirely low-income. He also cited existing senior housing in the area, which is low-income. Mr. Hoffman shared that one question that came up is the security for residents across the street. He was also concerned that Police were not notified of the community meeting. Another concern he cited is this area is contaminated. He wondered if it is wise to slap asphalt over this Brownfield so it may sit there and leach into the drinking water. Mr. Hoffman believes it is important to have that addressed. He said residents are also concerned about their home values. They want assurance that the property will be maintained and will not turn into a tenement. He said while residents are worried about their property and their neighborhood, no one was against the specific program to help these individuals.

Mr. Dusty Jepkema, resident, is currently working with Planner Anderson on a housing equitability project. Mr. Jepkema has a degree in social work and he worked with these types of housing for 7 years in Seattle. He stated that permanent supportive housing is the best model for those with mental illness and those with drug use histories. He encouraged Commissioners to look at the research for this type of program. Mr. Jepkema reported the best part of this supportive housing is there will be many services available onsite providing easy access to the residents. Mr. Jepkema said research shows housing values did not decrease and crime did not increase in any of those neighborhoods that contained permanent supportive housing. He said the people typically found in these housing arrangements become productive members of the community and end up providing peer support to others.

Mr. Patrick Meninga, Community Healing Centers, said he will be helping to staff the substance abuse part of the project. He said he currently runs a 90-day recovery home for men. Mr. Meninga feels there is a tremendous demand for this kind of housing. He said it is fairly difficult to place individuals leaving his program, and it is legal for landlords to discriminate against felons. He said the men can be doing all the right things and still have difficulty finding placement.

Ms. Kaye Sanders, Community Healing Centers, is the coordinator for the recovery housing program in Kalamazoo. She said there is only one house in Kalamazoo County that allows women with children under 8 years old to stay. Ms. Sanders reported that often after 90 days of treatment, they have the option of putting women and children on the street or letting them stay. She said there is no place for them to go. This proposed project gives them a place to go, continue therapy, and have security measures. Ms. Sanders stated that for the three houses she runs in Kalamazoo County, they have not had the police out once and they do not have crime. She added that these are moms who have fallen into addiction, and women who have suffered unimaginable traumas and chose substances as a means to get out of bed in the morning.

Mr. Jasin Theado, previously from New Beginnings, came out in support of the project. He believes this is a great opportunity for people to help themselves and help others. He said he thinks it is a win-win situation, helping people get on their feet and do positive things with their lives.

Mr. Ryan Ziegler spoke up regarding the Elizabeth Upjohn Healing Center and what it has done for him as an addict. He said it was difficult finding housing when he left treatment. Mr. Ziegler believes if this housing had been available previously, there would be more people who made it through with him. He said it will be beneficial for the tenants for them to have somewhere to go.

Ms. Susan Hull, resident, came forward in support of the request. She said she would welcome this building next to their house. Ms. Hull said these people need our support and this could help them. This would place resources right near to them.

Mr. Trevor and Mrs. Stephanie Wilson are in recovery with the Community Healing Center. They stay in the Bethany house and New Beginnings house. They said these places gave them a chance at recovery and saved their lives. Their treatment began when they found out they were having a baby. They reached out to Ms. Kay Sanders. She immediately got Mrs. Wilson in treatment followed by Mr. Wilson. Mr. Wilson stated that even without felonies, it can be difficult to find permanent housing. He said not all landlords want people like them in their rentals. Mr. Wilson stated that when someone gets a little help, it is really amazing what they can do.

Ms. Letitia McKissic, resident, agreed the community needs help in this regard and the drug epidemic is out of control. She expressed concern about what will be offered to the residents in the community for the long-term. She wanted to know if long-term security will be offered. She said she was not saying all drug addicts are sex offenders, low income or homeless, but she asked them to consider those things for security purposes. She expressed the importance of keeping her home just as safe as anyone else's. Ms.

McKissic wondered about the cost to to the community and if the program is currently in place with guidelines.

Ms. Monica Gardner lived in the Vine project (designed for low-income) until she was 12 years old. As a child, she witnessed 33 people get shot and killed and also saw many drug deals. She said the system was designed such that you were never meant to leave. Ms. Gardner asked what can they do to ensure the home owners are safe, property values stay intact, and that other children never have to see what she saw. She stated that their area already has problems and she doesn't want to live in a more difficult neighborhood.

Mr. Larry Hill came forward in support of the project. He stated that he is an addict. He said he almost died twice because this kind of housing was not available at the time. Mr. Hill believes this is something the community needs. He questioned if not here, then where could it go.

Ms. Onana Terburg, resident, worked for a boarding school for juvenile delinquent teens and the Kalamazoo County Friend of the Court. She said she has seen how not having transitional housing has impacted the kids and people in our community. She asked for the Planning Commissioners to support this project.

Ms. Samantha Williams and Ms. Samantha Norge, both from the Bethany house, spoke in support of the project. Ms. Williams said if it weren't for the Bethany House, she wouldn't have her daughter back or a chance to change her life. Ms. Norge shared some of her history and also stated she is about to receive her children back. She believes there needs to be more housing for people who have drug addictions. Ms. Norge stated they are not bad people, they are good people with a sickness. They just need more help and support around the community.

Mr. Jamie Kavanaugh, resident, came in favor of the project. He said there are 5 places that support recovery within two blocks of where he lives. Mr. Kavanaugh stated they are great neighbors and are the best houses on the street. He believes some of these fears expressed are unfounded.

Ms. Nlajoria Ellerby expressed support for the program along with concerns. She said she wants the plan to work, everyone needs housing, but she needs more information about how the program will be managed.

Mr. Alejandro Rodrigues also stated that he didn't have much information about the project. He did come in support, saying that any time there is a chance to apply growth to the community, people should be all for it. Mr. Rodrigues works with KPEP and does street ministry with Outreach . He stated he knows there needs to be more housing opportunities.

Ms. Sally Reames, Community Healing Center's Executive Director, came forward in response to a question about the program and how it will be operated on the site. She said that Community Healing Centers will be managing the services within the house. They have done this for many years and have a

lot of experience with housing and early recovery. Ms. Reames said they will spread the word about the program because it is an important piece of the project.

Ms. Karen Stamm, resident, shared that she is not against the idea of this type of housing, but wants to see the neighborhood grow and look better than it is now. She said there are already problems in the area and she doesn't want more problems. She expressed a desire to have the neighborhood be like it was 30-40 years ago. Ms. Stamm agreed that the program is needed, but the location is wrong.

Ms. Cheryl Case, resident, shared a concern from the people at the community meeting that the Judges, news crews, rehab and recovery people knew about the project, but the Edison neighborhood knew nothing of it. She said she is not against recovery and giving people a chance or hand up, but didn't know enough details.

Mr. Chris Pompei, resident, said he was not there to oppose the project. He said he is a case manager working with a lot of individuals dealing with homelessness. Mr. Pompei stated that these kinds of projects are only allowed in certain zoning districts. He encouraged the community and Commissioners to work together. If it can't be at this location, what sites could be rezoned for this project.

Commissioner Milliken noted the correspondence that was received about the request and provided to Commissioners.

Commissioner Milliken closed the public comments portion of the hearing.

Commissioner Greenman Wright asked if there are other projects proposed for the larger brownfield area. Planner Anderson stated there are no other projects proposed for this property at this time. The larger area would take additional clean-up efforts. In response to a citizen, she mentioned there is a proposed project to go in at Lake and Portage, but that project will be a mix of workforce housing and market rate housing. It will not be low-income housing.

Commissioner Vyas asked if there was research done on the contaminated land, especially in light of the PFAS concern. Planner Anderson said their understanding is that coal ash is the largest issue. She said all brownfield properties go through a series of environmental studies. They have determined this area of the overall parcel can be developed.

Commissioner Pitts asked if health risks are known for coal ash. Planner Anderson stated that she didn't know about the health risks, but said the parcel in question is not where there is coal ash contamination.

Commissioner Coss brought up safety issues to the neighborhood and asked if Public Safety was alerted. Planner Anderson said the Project Team involves people who work with KPS regularly. They addressed the impacts related to zoning, but the safety concerns are not addressed by the zoning code. She invited the applicant to answer the question.

Mr. Hollander responded that they do have a meeting scheduled with KDPS, and they are aware of the project. There was a Public Safety official in the preliminary site-plan review meeting, and safety was not brought up at that meeting. He said they are attempting to address the concerns in a meaningful way.

Commissioner Wissner asked about the long-term business plan for the project. Mr. Hollander told Commissioners the payment of the rent will occur with MSHDA project-based vouchers. The tenants will pay 30% of their income for rent, even if their income is very low. Those vouchers allow them to treat the housing the same as other apartment complexes. Mr. Hollander said this project will be filed with MSHDA for low-income tax credits in October. He said that is a critical piece of financing in order to make the project work. They will also have to sign a regulatory agreement to have the apartments remain affordable for probably a period of 45 years. They will go to MSHDA with evidence that they will operate this permanent supportive housing for at least 15 years. Mr. Hollander said they have to have evidence of all financing in place for the real estate portion and funding commitments. He assured them that the likelihood of running out of money is extremely low.

Commissioners Greenman Wright and Pitts asked questions regarding the tax status for the project. Mr. Hollander answered that they will apply for a payment in lieu of taxes (PILOT) from the City Commission. He said the project will be privately funded. They are not asking for a millage to support it. Mr. Hollander stated that tax credits are typical for low-income or affordable housing. Planner Anderson agreed the City approved 3-5 PILOT projects per year, and they are reviewed and approved by the City Commission. She said it is a tool the City uses frequently to support housing projects.

Commissioner Pitts asked if any other sites were possible for this housing project if this site doesn't work. Mr. Hollander stated that this is the only property in the county that was identified as suitable for this project.

Commissioner Milliken asked Planner Anderson to clarify the request before the Planning Commission. Planner Anderson clarified the request is a rezoning of 2.6 acres of the east-central portion of 333 E Alcott from M-1 to RM-24. What the Commission is determining is if the proposed zoning is appropriate for this location. Commissioner Milliken asked if their decision should be based on the standards identified earlier. Planner Anderson agreed that it should be, and stated the zoning code does not judge the population within a structure, but talks about the appropriateness of the zoning district for the area.

Commissioner Milliken also asked for clarification of the approval process of the proposed project if the zoning is approved. Planner Anderson said it goes to the City Commission for a final decision on the rezoning, if approved the applicant will seek low-income tax credits from state as well as applying for the PILOT review and approval process, and it will also go through site plan review and approval.

Commissioner Coss verified that some of the concerns will be worked out through the site plan process.

Commissioner Greenman Wright expressed concern of the appropriateness of putting a housing development along the river when flooding is an issue in the City. She wondered how it would affect the watershed throughout the neighborhood. Planner Anderson stated that the parcel has been studied for redevelopment. She said there are some storm water issues the applicant touched on, but a large part of

the site will be open. That area of the restrictive covenant does provide for the creek to overflow it's banks and not necessarily affect development. Planner Anderson assured Commissioners that the storm water engineers will take a close look at it.

Commissioner Coss, with support from Commissioner Greenman Wright, moved to recommend to the City Commission to approve the request from Republic Development, LLC and Hollander Development Corporation to rezone a portion of 333 E. Alcott Street from Zone M-1 (Manufacturing, Limited District) to Zone RM-24 (Residential, Multi-Dwelling District).

Commissioner Coss stated it is a good project with a lot of positive support. The zoning makes sense. It is a great location because it is adjacent to necessary services. He will vote to approve it.

Commissioner Greenman Wright said our responsibility is to determine if we are using the land appropriately. She said it does seem appropriate to take land that was unusable and redevelop it for use of families to redevelop their lives. Commissioner Greenman Wright stated concerns about storm water management, indicating they have seen the affects of flooding in some of the lowest income neighborhoods. She thinks the project hits the needs we have on multiple levels. She believes there are great things happening as the result of development and she will vote in support.

Commissioner Milliken stated the rezoning is clearly consistent with the Master Plan and fits the other criteria identified. He said if it wasn't rezoned, new industry could build there. He believes housing is far better than a new industrial use at the site.

Commissioner Pitts said he believes there is a big need for help for people with addictions. In that sense, the project is great, but his main concern is that some areas of the parcel are still contaminated. He indicated that he was opposed to putting families in that area without knowing the long-term health effects when the people are already at a disadvantage. Commissioner Pitts felt they could be vulnerable because they aren't able to choose where they live.

A roll call vote was taken and the request was approved: Commissioner Pitts voted no.

G. UNFINISHED BUSINESS

None

H. NEW BUSINESS

PC # 2018.14: Request to confirm that 925 Grant Street is not a City park and is not considered a park under the City's 2025 Master Plan. [Recommendation: motion to affirm that the parcel is not a City park or identified as a park in the Master Plan.]

Commissioner Greenman Wright stated she will be abstaining from the vote because of a conflict.

Planner Anderson explained there are rules on how the City manages property that is under the control of the Parks & Recreation Department. Selling property that is used as a park requires the approval of the citizens of the community. This property is controlled by Parks & Recreation, but is not used as a park. The Planning Commission needs to confirm it is not a park so it can be sold.

Sean Fletcher, Parks & Recreation Director, gave an overview of the history of the property. He said it was a gift accepted by the City Commission in the May of 1976. At that time, the Vine neighborhood was supportive of the situation, but did request the property be left in its natural state. This property is very close to the Davis Street Park, and they will not develop it as a park because it is so close to that park. The topography also does not lend itself to development. If they sell the property, he would like to have the money earmarked to improve or maintain Davis Street Park. The Vine Neighborhood Association will address this at their next meeting. Planner Anderson stated that they did receive support from Vine Neighborhood Association for the sale.

Commissioner Wissner asked if the request had been noticed to the neighborhood. Planner Anderson responded this request does not require a notice. She said one direct neighbor is aware of it. She reminded Commissioners that the question before them is to determine if the property is being used as a park.

Commissioner Coss asked if they can include a communication with the vote to affirm having the funds earmarked for use of improving and/or maintaining Davis Street Park. Attorney Robinson stated that is something the administration can request, but it is not something for the Planning Commission to decide.

Commissioner Vyas asked if any relatives of the donor remained and if they would be offended by the request. Director Fletcher did not know if anyone was still remaining of the family. Commissioner Vyas asked for that to be researched.

Commissioner Wissner asked how this came before the City. Director Fletcher said there is a person interested in buying the property. He has been working with the City Attorney to get it to the point where they can accept a fair market offer.

Commissioner Coss asked what happens to zoning if it is determined not to be a park. Planner Anderson stated that it is already zoned residential (RM-15) and parks are allowed in every zoning district.

Commissioner Milliken asked if there is any expenditure of City funds on this property. Director Fletcher stated there is none.

Commissioner Wissner recalled playing in areas like this as a child. He has reservations about the change. He would like to know from neighbors if the property is an asset or a nuisance to them. Planner Anderson stated that it is the adjacent neighbor who wants to purchase it. She explained that a piece of

property which is owned and improved as a park requires approval before it is sold. This is not designated as a park and is not identified as a park in the Master Plan.

Commissioner Wissner asked about public use for this property. Planner Anderson did not believe it is available for public use. Commissioner Milliken expressed appreciation of the comments, but brought up concerns of liability of the public being on this property when it is not developed for a park use.

Commissioner Wissner asked about urgency and why the community couldn't be asked if they want it as a park or have it developed. Director Fletcher stated they have many other existing park priorities to address before this property could be developed into a park. He said it would take years to get to it. He said the Parks & Recreation budget is not large, and the possible \$30-\$40,000 they might receive for this property would go a long way towards existing park improvements.

Commissioner Coss said this sounds like an unneeded property, one that it is not utilized. He said this would put the property back on the tax roles, which is a win-win for the City and the neighborhood.

Attorney Robinson clarified there are no deed restrictions on the property, so there is no need to worry about members of the donor's family. The property is titled to the City of Kalamazoo. It was an outright gift to the City. He explained that under State law, the City is prohibited from selling park property without a vote of the people. A vote is not needed to sell City property if it is not identified as a park. Because this is maintained as a natural area, his advice was to get affirmation it is not a park and free up the City to sell it. This step was cautionary to eliminate any questions in the future.

Commissioner Wissner, with support from Commissioner Coss, moved to confirm that 925 Grant Street is not a City Park and is not identified as a park in the 2025 Master Plan.

Commissioner Wissner and Commissioner Vyas expressed they would like the request to be presented to the surrounding neighbors to get feedback from them. They will be voting no on the request.

Commissioner Coss said the property is not being used. He believes it is great there is interest locally to develop it and he will vote yes.

Commissioner Pitts asked if this request could be tabled. Attorney Robinson stated it could be postponed. Planner Anderson asked what information Commissioners would need to confirm this is not a City park. Commissioner Wissner suggested a formal letter from the Neighborhood Association to that effect or letters from neighbors would help.

Commissioner Coss reminded Commissioners they had already been told there are no resources to develop it as a park. He believes they would only be opening the City up to liability at this point and they should just move ahead and vote. He said there are many other parks that need those resources.

Planner Anderson confirmed this property was not on any priority list to become a park. The Parks & Recreation Department are in the process of writing their Parks Master Plan, have held public meetings

on it during the last six months, and there was no input from the participants that this needs to be a park. She stated she received an email of support from the Vine Neighborhood Association for this action.

Attorney Robinson expressed appreciation for the concerns, but stated this is a formality. Nobody from the neighborhood was advocating for this to become a park. They have expressed a desire to improve the Davis Street Park. This is to affirm what we know and to make an official statement that it is not designated as a park and is not used as a park.

Commissioner Milliken again stated concerns about the potential liability connected with citizens using the property as it is, and sees this as a way to bring income to the community.

A roll call vote was taken: Commissioners Vyas and Wissner voted no. Commissioner Greenman Wright abstained. The other Commissioners voted to affirm it is not a City park and not identified in the 2025 Master Plan as a park. The request was approved as presented.

I. CITIZENS' COMMENTS (Regarding non-agenda items)

None

J. CITY COMMISSION LIAISON COMMENTS

City Commissioner, Jack Urban, spoke up regarding the Public Hearing for 333 E. Alcott Sreet. He attended the meeting at the Edison Neighborhood Association and said there was a short notice period for it. However, he expressed that when something is new, there is always a time when no one knows about it. He confirmed this special meeting was held because of MSHDA deadlines for applying for funding. Commissioner Urban believes concerns have been taken seriously and the degree of participation from the public has improved. He stated that people from the public came to the neighborhood meeting and the Planning Commission meeting, and remain engaged and wanting to know more. He told the Commissioners they are on good grounds because they are acting only on the zoning request. Commissioner Urban expressed hope for public input during the site plan review process. There is coal ash onsite in the area with most of it moved on the other side of the creek. He said if citizens ingest the soil or a shallow well is built on the property there will likely be problems. He indicated paving the site is not the answer. Commissioner Urban thanked the Planning Commissioners for going ahead with it and he will wait for the request to reach the City Commission for deliberation.

K. CITY PLANNER'S REPORT

Planner Anderson said they have been very busy with site plans. Site plans do go out to the head of the neighborhood, so they are sharing projects as soon as they come in and comments are taken. She said projects are moving along and there are is a lot of good development in Kalamazoo.

Planner Anderson reported there will be two cases on the agenda for the September 6 meeting: The vacation of Scudder Court is one and the proposed rezoning for the Northside Neighborhood is the other. She said she will hold an informational session at NACD next Wednesday night from 4-7 pm for anyone to come and ask questions avout the rezoning.

On September 4, the Northside Neighborhood plan is going to the City Commission for review. The public hearing for the Northside Cultural Business Authority will also be held that night.

L. MISCELLANEOUS COMMENTS BY PLANNING COMMISSIONERS

Commissioner Coss encouraged Commissioners to create a system for regularly attending site plan meetings. Planner Anderson noted there is a limited number of Commissioners who can be at a meeting at the same time without it needing to be noticed to the public. However they want to handle it, they are welcome to attend these meetings.

Commissioner Coss inquired about the flood plain issue. Planner Anderson stated that work is being done to study the flood plain areas in the City and find a solution.

M. ADJOURNMENT

Commissioner Greenman Wright, supported by Commissioner Milliken, moved to adjourn the meeting. A voice vote was taken and passed unanimously. Meeting was adjourned at 9:20 pm.

City of Kalamazoo
PLANNING COMMISSION
Minutes
October 4, 2018
DRAFT

Second Floor, City Hall
Commission Chambers
241W. South Street, Kalamazoo, MI 49007

Members Present: Rachel Hughes-Nilsson, Chair; Gregory Milliken, Vice Chair; Derek Wissner; Jack Baartman; James Pitts; Alfonso Espinosa; Emily Greenman Wright; Sakhi Vyas; Charley Coss

Members Excused: None

City Staff: Christina Anderson, City Planner; Robert Bauckham, Senior Development Planner; Clyde Robinson, City Attorney; and Beth Cheeseman, Code Administration Clerk/Cashier

A. CALL TO ORDER

Commissioner Hughes-Nilsson called the meeting to order at 7:03 p.m.

B. ROLL CALL

Planner Anderson proceeded with roll call and determined that the aforementioned members were present.

C. ADOPTION OF FORMAL AGENDA

Commissioner Wissner, supported by Commissioner Vyas, moved approval of the October 4, 2018 Planning Commission agenda. With a voice vote, the motion carried unanimously.

D. APPROVAL OF MINUTES

Commissioner Coss, supported by Commissioner Baartman, moved approval of the August 21, 2018 Planning Commission minutes. With a voice vote, the motion carried unanimously.

Commissioner Greenman Wright, supported by Commissioner Wissner, moved approval of the September 6, 2018 Planning Commission minutes. With a voice vote, the motion carried unanimously.

E. COMMUNICATIONS AND ANNOUNCEMENTS

None

F. PUBLIC HEARINGS

P.C. #2018.18: Request from Tyler Griffis for a special use permit to allow a group day care use in the house at 2235 Southern Avenue serving seven to twelve children. [Recommendation: motion to approve the request with two conditions.]

Planner Bauckman reported that the applicant, Ms. Griffis, would like a group day care at this location to serve 7-12 children between the ages of 10 months to 4 years old. The applicant plans to have two full-time caregivers. Ms. Griffis lives in the house and rents it from her mother-in-law - who is in support of the request. Planner Bauckham stated the property already has a fenced in rear yard and no additions or changes are planned to the house. The daycare would operate between the hours of 6am-6pm. Planner Bauckham shared that the applicant has cared for children in a previous home. She intends to have activities to teach letters, shapes, colors, animal recognition. The children would have an outdoor playtime during the day. Ms. Griffis has reported positive results from neighbors. The only comment reported was from the Milham Neighborhood Watch Coordinator who stated the house appeared a bit small for that number of children. Planner Bauckham said the State will determine the number of children allowed to be in the home. Planner Bauckham stated the property is in the RM-15 zoning district with a factory across the road. Existing and Future land use shows the property zoned as residential. The City believes the request meets the criteria of a Special Use Permit. The rationale of the City's approval is: the property is at fringe of the neighborhood and across the street from a factory. Day care uses are common within residential neighborhoods. The use meets the Complete Neighborhood goal of the Strategic Vision for providing such services in close proximity to the users. The City is recommending approval with the following two conditions: the day care cannot operate until State licensing is obtained and the day care must meet the noise ordinance of Kalamazoo.

Applicant, Ms. Tyler Griffis, came forward to present her request. She said she has been caring for children for two to three years and has her own children. Ms. Griffis confirmed she has a daily agenda for the kids. Her goal is to have a home day care on every side of town and to get a building too. Ms. Griffis stated that she plans to keep house up with no noise complaints and make sure it is a good environment for the little ones.

Commissioner Espinosa asked if renting the house would impact what she plans to do and if she had already hired the full-time caregivers. Ms. Griffis explained that the house is a long-term rent-to-own situation she was planning to use her grandmother and cousin for staff.

Commissioner Pitts asked to confirm the age-range of the children. Ms. Griffis responded that the plan is for children 10 months to 4 years old with the potential of after school care for 1st and 2nd grade.

Commissioner Hughes-Nilsson opened the public comments portion of the public hearing.

No one came forward.

Commissioner Espinosa, supported by Commissioner Coss, motioned to close the public comment portion of the hearing. A voice vote was taken and passed.

Commissioner Milliken, with support from Commissioner Coss, moved to approve the the request for a special use permit to allow a group day care in the house at 2235 Southern Avenue serving seven to twelve children with two conditions – the day care will not operate until the required

license is obtained through the state of Michigan and the operation of the daycare will meet the noise ordinance through the City of Kalamazoo.

Commissioner Milliken noted that the request meets the requirements of the zoning ordinance.

A roll call vote was taken and the request was unanimously approved.

P.C. #2018.19: Request from the Community Planning & Economic Development Department to approve the 2018 Imagine Eastside Plan. [Recommendation: motion to approve the Plan and recommend to the City Commission to confirm the approval of the Plan as an amendment to the 2025 Master Plan.]

Ms. Pat Taylor from the Eastside Neighborhood Association came forward to introduce the Neighborhood Plan. She stated the Eastside board and many of the residents gave input and suggestions which helped to create a strategic plan. Ms. Taylor believes this plan brings everyone together with the same vision and goals. Ms. Taylor stated she was thankful that in addition to the residents, the Land Bank, KNHS, and others were involved in this process. She welcomed questions from the Planning Commissioners.

Commissioner Greenman Wright asked Ms. Taylor to elaborate on an aspect of the plan of which she was excited. Ms. Taylor relayed that she is excited about the housing possibilities. She said residents came together and stated clearly what kinds of housing they want on the Eastside. She said the residents want the housing to be diverse and they want to keep the old housing intact. Ms. Taylor said they hope to move forward on Eastside development – getting small businesses up and running. She also cited the youth and education component in the plan.

Commissioner Wissner asked if there were any quick win projects – something ready to implement right away. Ms. Taylor talked about beautification projects – park benches at bus stops, a planting project of a park, a labyrinth and staging area for artists, and a mural that is planned to depict the history of E. Main. She also said they are preparing to do an oral history project with a video component. Ms. Taylor indicated they are working on getting these projects done in a timely manner.

Commissioner Milliken asked Ms. Taylor about the food access portion of the plan. Ms. Taylor said when she began work, there was already a movement to get fresh produce to low-income residents. She indicated they have a partnership with the Food Bank of Southcentral Michigan and Loaves and Fishes. Ms. Taylor stated the nearest grocery is not in walking distance to many residents – especially the senior population, so nothing is readily available. Commissioner Milliken said it was great they have identified the need and the agencies to accomplish the work.

Commissioner Vyas commended the Neighborhood's focus on youth development, stating that it was well thought out and robust. She said it was well connected with what the community and City has to offer.

Commissioner Hughes-Nilsson opened the public comments portion of the public hearing.

Mr. Andrew Worden, resident of the Eastside and member of the board, came forward. He expressed the hope of a fluid Master Plan so they can adjust the plan along the way. He also wondered why the Eastside was not included in the Opportunity Zones for lower-income neighborhoods.

Commissioner Coss, supported by Commissioner Pitts, motioned to close the public comment portion of the hearing. A voice vote was taken and passed.

Commissioner Espinosa asked about the possibility of changes to the document if needed. Planner Anderson said if it is approved tonight, there probably won't be significant changes. If they are working through things, and find things need to be in a different order or cost estimates change, that is fine. They do the same with the Master Plan.

Commissioner Espinosa asked about accountability for the activities in the Plan. Planner Anderson assured the Commissioners that the City will continue to assist the Neighborhoods and help them meet goals. Commissioner Espinosa asked if the Commissioners will receive any kinds of measurements or updates. Planner Anderson assured him they can provide annual updates on the neighborhood plans in a similar manner as is planned for the Master Plan.

Commissioner Wissner asked if staff could address the resident's question about Opportunity Zones and how those are determined – he believed the State set those boundaries. Planner Anderson stated that was correct, the City was not involved in the decision of setting those limits.

Commissioner Coss, with support from Commissioner Wissner, moved to approve the 2018 Imagine Eastside Plan and recommend to the City Commission to confirm the approval of the Plan as an amendment to the 2025 Master Plan.

A roll call vote was taken and the request was unanimously approved.

P.C. #2018.20: Request from the Community Planning & Economic Development Department to approve the 2018 Imagine Vine Plan. [Recommendation: motion to approve the Plan and recommend to the City Commission to confirm the approval of the Plan as an amendment to the 2025 Master Plan.]

Mr. Steve Walsh, Vine Neighborhood Association, came forward to give an overview of the Plan. He stated they were fortunate to work with a group of MSU students who were really engaged and did a lot of reaching out to the community. The students organized community meetings and events – reaching out to residents and requesting feedback. Mr. Walsh indicated they have a needs assessment plan that supports the requests and desires of the community. He said there is a strong desire for folks to live in the neighborhood. Mr. Walsh stated they are working on more public art, a dog park, and to improve bike and bus infrastructure. He said they have purchased a number of bike racks and have Neighborhood bike events/rides coming up. Mr. Walsh stated that it is a very diverse neighborhood. He was thankful for working with so many people –resulting in an incredible skate plaza, which he believes is a community unifier. He is looking forward to continuously improving upon their Neighborhood Plan and responding to community needs.

In response to a question from Commissioner Espinosa, Planner Anderson explained who is responsible for activities and infrastructure listed in the plan. She explained residents, the Neighborhood Association and Community Partners, and the City may all be responsible for completing tasks. Some of those tasks will require partnerships. Planner Anderson said that when it comes to infrastructure, the City will always lead those efforts.

Commissioner Milliken asked Mr. Walsh to describe the biggest obstacle to achieving their goals. Mr. Walsh responded that access to affordable housing, both to purchase and to rent, is the single biggest issue in the neighborhood right now.

Commissioner Wissner asked the applicant if there was a way to solve the issue of affordable housing. Mr. Walsh stated they purchased the Central Corners Building and there are seven residential units there. He said they have worked very closely with Fair Housing to make sure the units are below market rate. Mr. Walsh indicated they are working closely with property managers to let them know of opportunities for people to rent as well as purchase. They would like to make connections and work deliberately to put houses back into homes of retirees or families. Mr. Walsh explained they are not opposed to rentals and they are looking to enhance the rentals and their relationship with the City to see that substandard housing is removed.

Commissioner Vyas commended the applicant on the number of times schools and institutions of learning show up in this plan.

Commissioner Hughes-Nilsson opened the public comments portion of the public hearing.

No one came forward.

Commissioner Wissner, supported by Commissioner Vyas, motioned to close the public comment portion of the hearing. A voice vote was taken and passed.

Commissioner Wissner, with support from Commissioner Greenman Wright, moved to approve the 2018 Imagine Vine Neighborhood Plan and recommend to the City Commission to confirm the approval of the Plan as an amendment to the 2025 Master Plan.

Commissioner Wissner noted that he couldn't read some information on page 10. He suggested an adjustment to the color. Planner Anderson affirmed they can adjust the color and said it will help to have the word draft taken off.

Commissioner Milliken gave kudos for the formatting and the tables. He said it was well done.

Commissioner Greenman Wright stated her hope that this is an opportunity for City to have reflected back to them the roadblocks which can be removed to make home ownership more stable.

A roll call vote was taken and the request was unanimously approved.

G. UNFINISHED BUSINESS

P.C. #2018.16: Request from the Community Planning & Economic Development Department for a text amendment to the Zoning Ordinance to add three new zoning classifications: Live-Work 1, Live-Work 2, and Node and to map these classifications in the Northside Neighborhood per the hearing notices. (Continued from the September 6 meeting.) [Recommendation: motion to recommend that the City Commission amend the Zoning Ordinance to create the classifications Live-Work 1, Live-Work 2, and Node and the accompanying text to accommodate those changes, amend the Zoning Map to apply these classifications as reflected in the notice of public hearing, and repeal Section 6.1 of Appendix A.]

P.C. #2018.17: Request from the Community Planning & Economic Development Department to rezone multiple parcels in the Northside neighborhood from Community Commercial (CC), Commercial Neighborhood (CN-1), Limited Manufacturing (M1) to Residential Multiple Family 15 & 36 (RM15, RM36) to make the zoning conform to the current uses on the parcels. (Continued from the September 6 meeting.) [Recommendation: motion to recommend to the City Commission to approve the request to rezone parcels to Residential Multiple Family 15 & 36 (RM15, RM36).]

Planner Anderson reviewed the motions and information given from the September 6, 2018 meeting. Planner Anderson shared they have decided to revise the zoning ordinance in pieces based on plan vision and largest barriers they see and hear about from the community. They will be building one code up while slowly taking down the old code. They are starting in areas where they have a recognized need and a very clear vision.

Planner Anderson spoke about the case, # 2018.17. This request is a rezoning from commercial and manufacturing uses to residential. She spoke about how the rezoning meets the strategy goals of the Northside Neighborhood Plan: Preserve Existing Housing and Build New Housing to Accommodate all Resident Needs. Planner Anderson said they would like the zoning to support the vision for the area – they would like to rezone those parcels to the appropriate residential districts.

Planner Anderson moved on to speak about the case, # 2018.16. This request covers the new districts and the text amendment, all of which focuses in and around the Northside Cultural Business District. She spoke about the desired goals of this area – regulations that encourage having buildings built up to the street with parking to the rear or side, to have a front entrance, to have transparency, thinking about on-street parking, whenever possible having multiple-story buildings with residential or commercial space above the ground floor. Right now this district is zoned for several different classifications. Planner Anderson reviewed the proposed new districts to support the vision/goals for this area: Nodes, Live Work 1, and Live Work 2.

Planner Anderson outlined the properties added since the September discussion. They have included the intersection of Burdick and Prouty - which is the north end of the Northside Cultural Business District as well as properties along Edwards and an additional block on North Street between Edwards and Pitcher.

Planner Anderson said they are housing the proposed code (text amendment) in Chapter 50 the Zoning Ordinance. She presented the Table of Contents and information included in various tables. Planner Anderson said they included accessory uses: Accessory Dwelling Units, sidewalk cafés; and home

occupations and standards - development standards (traditional setbacks and form based). Planner Anderson said the current code has development standards by district, whereas the proposed code bundles development standards together by lot type. She said districts will allow one or more lot type. The lot types for the three new zoning districts are Commerce, Flex, Civic, Warehouse, Yard, Outdoor Market. Planner Anderson reviewed the format of the text and the information involved in the lot types in new code – Building siting, height, uses, street facing facades.

Another new portion of the zoning code was the new parking ordinance. Planner Anderson said as they were testing code language, there started to become conflict with the parking ordinance. This was especially true with driveway widths and materials and overall parking in general. She said the current Appendix A does not do a good job of thinking about parking in neighborhood commercial or urban areas. It doesn't account for shared use on a site or available on-street parking. She said the new parking ordinance will apply to the entire City. Planner Anderson said they had conversations with Public Services about bicycle parking, driveway widths, driveway materials, and dimensions of parking stalls.

Commissioner Greenman Wright told Planner Anderson that it was clear how the changes relate to the Northside and our goals moving forward.

Commissioner Milliken asked how Planner Anderson had tested the standards. She responded that she and new planner, Bobby Durkee, spent time driving around understanding the uses located in the Northside Cultural Business District. Planner Anderson said they looked at setbacks, heights, and the spread of uses. Most of the single family homes exist along Westnedge and the west side of North and Ransom. She said they got lot sizes and saw how it all works together. Then they started to think about driveways. Much of their time was spent listening to people – things they might want to do, walking, driving, taking measurements on GIS.

Commissioner Milliken asked about structures which don't conform and if variance is still an option for those who have a concern or challenge of a standard. Planner Anderson responded that the normal set of nonconforming language applies, and she built in a little flexibility. She confirmed that applying for a variance is always an option.

Commissioner Milliken asked Planner Anderson to explain occupied space. Planner Anderson indicated requiring occupied space means requiring that space to be one of the permitted uses. Parking or a less active use may not be appropriate right up in front of the building. A minimum of 15' of an active use in front of a building is an appropriate size for small building.

Commissioner Milliken asked about street facing facades and how that applies to corner lots. Planner Anderson said on corner lots, they try to prioritize primary streets vs secondary streets. Some requirements apply to both. She said there is a map which says which is primary and which is secondary.

Commissioner Hughes-Nilsson confirmed this was the first time they were seeing the parking changes. She also asked the rationale for narrowing parking stalls. Planner Anderson stated they did research on a variety of other codes. She said the City's current code for parking stalls is a flat 9' with other Cities ranging from 8-9'. They are requiring ½' less than the previous standard. Planner Anderson said this new standard is in alignment with other Cities. Commissioner Hughes-Nilsson also commented they have brought gravel and crushed stone back in the zoning ordinance for some residential areas and parks. She asked about storm water concerns. Planner Anderson said the change in materials was brought up through conversations with Public Services and from the zoning inspector. They have limited where those materials are allowed but opened the door to using them.

Commissioner Coss asked for an overview of what is encouraged or what would trigger a business to include bicycle parking. Planner Anderson said it is triggered when someone is expanding or changing a use. She said in the new code, they talk about designs for bike parking, updated aisle widths and size of spaces, and inside parking. They wanted to update this because of increase biking demand in the City. Planner Anderson said they made a point of elevating the importance of bicycle parking as they updated the parking standards.

Commissioner Baartman asked what would prompt the mapping of the three new districts outside of the Northside. Planner Anderson stated it would be requested by property owner for personal lots or City initiated for larger areas.

Commissioner Milliken made a suggestion of adding a footnote on the development standard charts to make a statement about primary streets and where to find more information. He also asked Planner Anderson for information about the addition of the parking exempt area for small commercial areas. Planner Anderson stated that is in the current code, but has been opened to more districts. She said the language and map did not change.

Commissioner Espinosa commented that the Node didn't mention provisioning centers of medical marihuana. Planner Anderson said there is a separate section for medical marihuana. The maps that were created when the ordinance was done don't allow for dispensaries in this area. She said there are distance codes from residential, schools, churches and nodes.

Commissioner Hughes-Nilsson opened the public comments portion of the public hearing.

Ms. Tayna Parker, resident, came forward in support of the requests. She did ask for a clarification of pop-up shops. Planner Anderson clarified that this area allows for the outdoor market lot type. This is a commercial or retail area that can include kiosks or a farm stand. The code talks about how any structures would relate to the street. Planner Anderson assured Ms. Parker that there will be more notices for the public hearing for City Commission.

Ms. Mattie Jordan-Woods, Director of Northside Neighborhood Association, came forward and talked about the Opportunity Zone. She reported that the Opportunity Zone was put in the area where the neighborhood is being gentrified - where very well-off people are buying up the property. They did not allow that opportunity on the side of the Northside Cultural Business District. Ms. Jordan-Woods said they contacted the State and the State told them to have the City take out another neighborhood. She said they agreed years ago not to do that to other neighborhoods. She said their hope is to make sure the residents can stay in the neighborhood, and that has to do with the Northside Cultural Business District. The goal is to increase the ability of our current residents to own businesses so they can stay in their neighborhood. Ms. Jordan-Woods stated that she hoped the Commissioners will continue to support them and ensure those who want to live in the neighborhood.

Commissioner Coss, supported by Commissioner Pitts, motioned to close the public comment portion of the hearing. A voice vote was taken and passed.

Commissioner Greenman Wright, with support from Commissioner Vyas, moved to recommend that the City Commission amend the Zoning Ordinance to create the classifications Live-Work 1, Live-Work 2, and Node and the accompanying text to accommodate those changes, amend the Zoning Map to apply these classifications as reflected in the notice of public hearing, and repeal Section 6.1 of Appendix A.]

Commissioner Greenman Wright stated that she is really impressed with the work that is happening, and she is excited to see Northside passionate about it. She believes it is meeting needs and that this indicates the City is taking away roadblocks to make the resident's dreams happen.

A roll call vote was taken and the request was unanimously approved.

Commissioner Coss, with support from Commissioner Wissner, moved to recommend to the City Commission to approve the request to rezone parcels to Residential Multiple Family 15 & 36 (RM15, RM36).

Commissioner Pitts stated that he was abstaining from the vote. He commented that this request affects a lot of different people so it is good they were voting on it.

Commissioner Milliken offered that the request is consistent with the Northside Plan and the Master Plan.

A roll call vote was taken and the request was approved. Commissioner Pitts abstained.

H. NEW BUSINESS

None

I. CITIZENS' COMMENTS (Regarding non-agenda items)

None

J. CITY COMMISSION LIAISON COMMENTS

None

K. CITY PLANNER'S REPORT

Planner Bauckham reviewed the site plan spreadsheet. He said there are 42 projects. Number 42 is a new building for LC Howard on Vine Street; number 41 is an expansion of a parking lot at Schupan Aluminum.

Updates on projects:

- Harrison Circle – new mixed use project at Harrison and Ransom – approved and applying for financing through the State
- Hollander Development – new mixed use building on Portage Street – under review and close to approval
- Eastside small homes project – a house was completed under fast build situation
- Lot 9 project – across from arcadia creek festival site is under construction
- 400 Rose Street - mixed use project under construction
- Newell Rubbermaid addition - began construction
- Hospitality house on Burdick Street – half way finished
- Exchange bldg. – working on 14th floor. The outside part of the building should be wrapped up this year with interior completion still planned for the end of next year.

There are 23 other projects in various stages of review.

L. MISCELLANEOUS COMMENTS BY PLANNING COMMISSIONERS

Commissioner Milliken cited all of the work being accomplished - 23 projects under review, multiple neighborhood plans, zoning ordinance. He said he is uncomfortable with the process with which the zoning ordinance is being done. He believes it will create some discomfort, and there will need to be some amendments. Commissioner Milliken added compliments to the staff considering all that is being done, the quality and expedience of the work. He gave kudos to the Commissioners for reviewing the requests and getting it done. He said it will be tested and they will need to make adjustments, but he believes it was a top-shelf effort.

Commissioner Baartman reviewed the numbers of housing proposals the Planning Commission has seen. He said that only 18% of housing rezoning requests have been market rate. The rest have been human trafficking, addiction, affordable housing or handicap accessible apartments. Commissioner Baartman believes Kalamazoo is providing housing for everyone.

M. ADJOURNMENT

Commissioner Greenman Wright, supported by Commissioner Pitts, moved to adjourn the meeting. A voice vote was taken and passed unanimously. The meeting was adjourned at 9:08 pm.



Planning Commission Staff Report

City of Kalamazoo

Project Address: Citywide

Request: Presentation of Complete Street Policy.

Meeting Date: 11-1-2018

Applicant: Community Planning & Economic Development
Department

Owner: Various

Project Summary:

Imagine Kalamazoo at Work sets forth the goal of creating a Complete Street Policy for the City to promote and achieve goals related to becoming a Connected City. The Complete Street Policy works to have all projects in the right-of-way consider the transportation network and all users regardless of age, ability, income, or race.

Community Planning & Development Department

415 Stockbridge Avenue
Kalamazoo, MI 49001
(269) 337-8044
(269) 337-8513 [fax]
www.kalamazoocity.org

Staff Contact Information:

Christina Anderson, AICP, City Planner
Robert Bauckham, AICP, Senior Development Planner

ANALYSIS

Description of Policy:

The Complete Street Policy was created by City staff through an inter-departmental effort between Public Services, and Community Planning and Economic Development. This policy requires project in the right-of-way to be evaluated for how it fits in the transportation network and what is needed to make it a complete street that serves all users. To ensure the policy is applied a committee and checklist is created to evaluate projects and track yearly progress toward completing the network.

Community Engagement:

During policy development, the Complete Street Coalition was engaged to help inform policy design and direction. The policy was presented to a group of stakeholders including City, Regional, and State-wide organizations. An informational brochure has been created and distributed to local bike shops and will be at the November 2nd Art Hop. Two informational community meetings will be held the week of November 12th to present the policy along with other transportation updates.

The policy itself also promotes community engagement. A minimum of one community meeting is required for projects. A committee of residents is also created to ensure the policy is up to date on best practices and to conduct outreach and education around complete streets and safety.

2025 Master Plan & Imagine Kalamazoo 2025 Alignment:

The City of Kalamazoo recognizes complete streets as a valuable opportunity to further many of its strategic goals as laid out in the City's Strategic Vision.

Connected City – By creating and implementing a complete street policy, the City works toward a network of connected streets designed for all users.

Inviting Public Spaces – Streets make up approximately 25% of the public realm in Kalamazoo. This policy will work to make this public space more comfortable and safe for all users and expand opportunities for use of the right-of-way.

Environmental Responsibility – Complete Street design offers the City the opportunity to make streets more environmentally friendly. Whether through tree and native flower plantings, using permeable pavement, or installing more complex GSI treatments, there are many options for incorporating environmental practices into complete street designs.

Safe Community – The focus of the City’s Complete Street Policy is to create right-of-ways that are safe for all users. This policy works to improve the overall design and configuration of streets to promote the safety of all users.

Complete Neighborhoods – Through this policy the City promotes completed networks of street and pedestrian infrastructure that connect to the whole city, street designs that provide safe accommodations for any and all users, and in doing so create comfortable spaces for residents to walk, run, bike, and other physical activities.

Economic Vitality – Street design plays an integral role in creating economically viable places. Through increasing the walkability and over all pleasantness of streets, it makes a place where people want to go to and explore. Complete Street design also often slows traffic, giving drivers the chance to notice businesses that would have otherwise been a blur out of their window as they passed through the commercial corridor.

RECOMMENDED ACTION

There is not action requested by staff at this time, this is an informational presentation.

Attachments:

1. Draft Complete Street Policy

COMPLETE STREETS POLICY

Preamble

A Complete Streets Policy for the City of Kalamazoo is needed for the following reasons:

The City of Kalamazoo is constrained by historical development patterns and cannot expand by acquisition of territory from other jurisdictions;

The City's future prosperity and livability depends on more intense utilization of land and infrastructure within its present boundaries;

The relatively compact built environment of the city coupled with current traffic flow patterns justifies revisiting design decisions concerning city rights of way to more fairly accommodate the needs of all users whenever opportunities present themselves.

Definitions

All Users – pedestrians, bicyclists and other active transportation, transit riders, motorists, emergency, freight and commercial vehicle operators

Active Transportation – skateboarding, roller blading, and other non-motorized transportation

GSI - (Green Stormwater Infrastructure) implementations that assist in diverting water from entering the municipality's sewerage system

Healthy Activities – walking, biking, running, and other physical activity that promotes a healthy lifestyle

Maintenance Activities – any project the City does in the right-of-way to maintain infrastructure at or below grade.

Vision

This Complete Streets Policy recognizes that the last half-century of transportation planning and design has created many miles of “incomplete” streets within Kalamazoo – those without safe places to walk, bike, or take public transportation. Such streets are particularly dangerous for people of color, older adults, children, and those living in low-income neighborhoods. These populations suffer disproportionately from poor street design in many ways including: increased likelihood of illness, injury, and death, being cut-off from jobs, and access to healthcare professionals, family, and friends. These populations also tend to spend proportionally more of their budget towards transportation than in others in the city.

The City of Kalamazoo envisions a connected network of safe streets that provides convenient access to all parts of the city. City streets are designed for equitable access, comfort, and mobility of any and all users regardless of ability, age, income, or race.

The City of Kalamazoo recognizes complete streets as a valuable opportunity to further many of its strategic goals as laid out in the City's Strategic Vision.

Connected City – By creating and implementing a complete street policy, the City works toward a network of connected streets designed for all users.

Inviting Public Spaces – Streets make up approximately 25% of the public realm in Kalamazoo. This policy will work to make this public space more comfortable and safe for all users and expand opportunities for use of the right-of-way.

Environmental Responsibility – Complete Street design offers the City the opportunity to make streets more environmentally friendly. Whether through tree and native flower plantings, using permeable

pavement, or installing more complex GSI treatments, there are many options for incorporating environmental practices into complete street designs.

Safe Community – The focus of the City’s Complete Street Policy is to create right-of-ways that are safe for all users. This policy works to improve the overall design and configuration of streets to promote the safety of all users.

Complete Neighborhoods – Through this policy the City promotes completed networks of street and pedestrian infrastructure that connect to the whole city, street designs that provide safe accommodations for any and all users, and in doing so create comfortable spaces for residents to walk, run, bike, and other physical activities.

Economic Vitality – Street design plays an integral role in creating economically viable places. Through increasing the walkability and over all pleasantness of streets, it makes a place where people want to go to and explore. Complete Street design also often slows traffic, giving drivers the chance to notice businesses that would have otherwise been a blur out of their window as they passed through the commercial corridor.

Core Commitment

The City of Kalamazoo knows that while some in our City can choose to leave their car at home on a nice day and bike or walk to their destination, there are many who do not have a choice. It is for those users that this policy acknowledges that not every user who moves by a certain mode is the same. The needs of a father bicycling with his child are different from a woman who can speedily ride her bicycle. Older adults benefit from clear markings and signage when driving, people with vision impairments require audible and tactile stimuli to travel independently and those using wheelchairs, scooters, and strollers need curb ramps and sidewalks that can accommodate them. This policy endeavors to design streets that will meet these needs to the maximum extent possible.

The City of Kalamazoo recognizes that all projects, new, maintenance, or reconstruction, are potential opportunities to apply Complete Streets design principles for the equity and safety of all users. The City will, to the maximum extent practical, design, construct, maintain, and operate all streets to provide for a comprehensive and integrated network of streets, trails, and rights-of-way for people of all ages and abilities throughout the city.

In order to create a complete network, this policy will apply to all publicly and privately funded projects including: new construction, reconstruction, rehabilitation, repair, and maintenance of transportation facilities on streets and redevelopment projects. All transportation infrastructure and street design projects requiring funding or approval by the City of Kalamazoo, as well as projects funded solely or in part by the state and/or federal funding, shall comply with the City of Kalamazoo’s Complete Streets Policy. Private developments and related street design components or corresponding street-related components shall also incorporate the Complete Streets Policy.

Context:

This Complete Streets Policy works toward a network of context sensitive infrastructure designed for all types of users, regardless of abilities, age, income, or geographic location. The project implementation shall first and foremost be applied in a sensitive to the community’s physical, economic, and social setting. This approach considers the immediate goals of those most impacted related to livability with greater participation of community members. The overall goal of this approach is to balance the needs of all users rather than to make each street perfect for every mode of travel.

Projects:

Implementation and designing for all abilities and users requires the City of Kalamazoo Complete Streets Policy to be carried out cooperatively within all departments in the City of Kalamazoo with multi-jurisdictional cooperation, to the greatest extent possible, among private developers, state, regional, and federal agencies, and neighboring municipalities.

All projects and street improvements are opportunities to create safer, more accessible streets for all users. Complete Streets may be achieved through single projects or incrementally through a series of smaller improvements or maintenance activities over time. All transportation infrastructure and street design projects requiring funding, easements, or approval by the City of Kalamazoo, as well as projects funded by the state and/or federal government, for street and infrastructure design shall comply with the City of Kalamazoo's Complete Streets Policy. Projects and street improvements on roadways classified as Sub-Urban Corridors, Neighborhood Connectors, Main Streets, and/or Priority Streets by the Imagine Kalamazoo 2025 Master Plan shall be reviewed and approved by the Planning Commission, and presented for consideration and approval by the City Commission.

All projects and street improvements will be reviewed using the Complete Street Checklist to ensure all design elements including but not limited to pedestrian access, bike rack locations, and ADA accessible ramps are thoroughly considered. Projects and street improvements associated with site developments will be reviewed during the site plan review process. If a project is not associated with a development it will be reviewed by the Complete Street Committee.

Exceptions:

Street projects whether new, maintenance, or reconstruction, shall be reviewed through the Complete Streets checklist.

Any project may request exception from the Complete Street Policy design and infrastructure recommendations if data and documentation show:

1. The facilities are where specific users are prohibited by law, such as interstate freeways or pedestrian malls. An effort will be made in these cases for accommodations elsewhere.
2. Where the cost or impact of accommodation is excessively disproportionate to the need or probable use or probable future use.
3. Where historic, cultural, or other artifacts would be harmed or destroyed in the process of implementation. An effort will be made in these cases for accommodations elsewhere.

To request exemption, proper data and documentation must be submitted to the Complete Streets Committee. The committee will review the request and make a recommendation to the Planning Commission. The Planning Commission will review and either approve or deny the exemption. If approved, the City Commission will review the request and have final authority to approve or deny the request. Any supporting data and documentation will be made publicly available.

The Complete Street Committee shall consist of :

- (1) Transportation Planning Staff
- (1-2) Engineering Staff/ Public Works Staff
- (1) Economic Development Staff
- (1) CCTA – Advisory Board
- (1) KATS staff member
- (1) Parks and Recreation Staff
- (1) KDPS Public Safety Officer

The committee will review any and all road projects and provide annual reports to the Planning Commission. Reports shall include, but not be limited to, examining the needs for bicyclists, transit users, motorists, and pedestrians of all ages and abilities; conduction of a baseline study of current practices and accommodations; developing appropriate inter-departmental performance measure including review of performance measures, community engagement plans, and advising appropriate agencies on best practices for Complete Streets implementation. The Traffic Board may add the additional members needed to take on the role of the Complete Street Committee.

An advisory committee of residents, advocates, and a planning commissioner will provide the committee with up-to-date recommendations on national best practices, lead outreach and educational efforts in the community, and provide guidance on project prioritization for equitable access across the city. Committees will meet quarterly, or more if needed. The Complete Street Coalition may choose to take on the role of advisory committee.

Design Guidance & Engagement:

The creation of a connected network of streets accommodating each mode of travel that is consistent with and supportive of the local community, requires recognition that all streets are different and that the needs of users will be balanced in a context sensitive manner. To ensure the needs of users are understood, each project will utilize the City of Kalamazoo's Public Participation Plan. This will provide insight on the appropriate approach to community outreach and involvement for each project. This policy strongly encourages that a minimum of two meetings be held for each project. The first meeting is recommended during project design to understand the context and unique characteristics of the street and community surrounding it. The second before the project begins to inform the community about what to expect during project construction and restate community feedback. At a minimum, community meetings should be held when the projects are being submitted for funding.

In order to create Complete Streets, the latest design guidance, standards, and recommendations available shall be used in the implementation including, but not limited to:

- The Michigan Department of Transportation Project Design and Development Guidebook
- The latest edition of the National Association of City Transportation Officials (NACTO) Urban Street Design Guide
- The latest edition of American Association of State Highway Transportation Officials (AASHTO) A Policy on Geometric Design of Highway and Streets
- The United States Department of Transportation Federal Highway Administration's Manual on Uniform Traffic Design Controls (2009).
- The Architectural Access Board (AAB) 521CMR Rules and Regulations
- Documents and plans created for the City of Kalamazoo, such as bicycle and pedestrian network plans, street type design guides, landscape and streetscape design guides.
- MMUTCD – Most recently adopted.
- Kalamazoo Code of Ordinances; Construction standards that match the design guide. Standard spec book.

Performance Measures:

Complete Streets implementation and effectiveness should be evaluated for success and opportunities for improvement. Furthermore, the City will develop performance measures to gauge implementation and effectiveness of the policy. These measures will set the baseline understanding for where the City's infrastructure is currently at. The metrics will also inform goals and project selection for future years.

Metrics to be considered:

- a. Linear feet of new or reconstructed sidewalks
- b. Miles of new or restriped on and off-street bicycle facilities
- c. New or reconstructed curb ramps
- d. New or repaired crosswalks
- e. New wayfinding or safety signage installed
- f. New street trees/ percentage of streets with tree canopy
- g. Percentage complete of bicycle and pedestrian networks in Non-Motorized Master Plan
- h. Efficiency of transit vehicles on routes
- i. Percentage of transit stops with shelters
- j. Percentage of transit stops accessible via sidewalks and curb ramps
- k. Multimodal Level of Service (MMLOS)
- l. Auto trips generated
- m. Decrease in rate of crashes, injuries, and fatalities by mode
- n. Pedestrian and bicycle counts (chart increase in people biking and walking)
- o. Vehicle Miles Traveled trip reductions
- p. PASER rating; pavement conditions
- q. Satisfaction/ Comfort levels expressed on a preference survey

Implementation:

The City of Kalamazoo shall make Complete Streets practices a routine part of everyday operations including but not limited to site plan review, maintenance activities, and after action evaluation;

The City of Kalamazoo will train pertinent city staff and decision-makers on the content of Complete Streets principles and best practices for implementing policy through workshops, professional development opportunities, and other appropriate means;

The City of Kalamazoo shall review and either revise or develop proposed revisions to all appropriate planning documents (master plans, street design guides, landscape, open space and recreation plan, etc.), zoning and subdivision codes, laws, procedures, rules, regulations, guidelines, programs, and templates to integrate Complete Streets principles into all Right-of-Way Projects on and off streets that carry pedestrians, bicyclists, equestrians, and motor vehicles; and include guidance from the 2025 Master Plan Street Classifications.

The City of Kalamazoo shall develop and maintain a comprehensive inventory of pedestrian and bicycle facility infrastructure that will prioritize projects to eliminate gaps in the sidewalk and bikeway network in GIS. Every five years during the City Master Plan review, the Non-Motorized Plan shall be reviewed and updated by the community.

The City of Kalamazoo will evaluate Capital Improvement Projects prioritization to encourage implementation of Complete Streets.

The City of Kalamazoo will utilize inter-department coordination to promote the most responsible and efficient use of resources for activities within the public way.

The City of Kalamazoo will seek out appropriate sources of funding and grants for implementation of Complete Streets policies.

Complete Street Checklist

EXISTING CONDITIONS

Street Type: (Sub-Urban Corridor, Neighborhood Connector, Main Street, Priority Street, Neighborhood Street)

Functional Class of the roadway

Trip Generators in the project area (Parks, Commercial, Schools, etc.)

- Auto trips generated

Existing Facilities

- Transit Service and Stops
- Bike Facilities
- Sidewalk
- Crosswalks
- Number of Lanes
- Lane Widths
- Available ROW
- Multimodal Level of Service (MMLOS)
- PASER rating; pavement conditions
- Street Classification in the 2025 Master Plan

Challenges – What are existing challenges to transit, pedestrian, and bicycle access?

SAFETY

How many crashes happen on this roadway?

- Involving pedestrians
- Involving cyclist
- Other

Are there locations where a lot of crossing activity occurs?

How does the project design consider these factors and address them?

CONNECTIVITY

What pedestrian, bicycle or transit connections does the roadway currently provide?

- Linear feet of new or reconstructed sidewalks
- Miles of new or restriped on and off-street bicycle facilities
- New or reconstructed curb ramps
- New or repaired crosswalks
- New wayfinding or safety signage installed
- Percentage complete of bicycle and pedestrian networks in Non-Motorized Master Plan

How does the roadway fit within the City-wide Network? What facilities (pedestrian, bicycle, transit) exist around the roadway?

Transit

- What is the existing transit service along the roadway?(Efficiency of transit vehicles on routes)
 - Peak Frequency
 - Ridership
 - Capacity
 - Span of service
- Are there any planned transit improvements on the roadway?
- Do the existing transit services connect to major destinations?
- How does the project design consider transit access?
 - Percentage of transit stops with shelters
 - Percentage of transit stops accessible via sidewalks and curb ramps

Bicycle

- Are there any planned bicycle facilities or improvements surrounding the project area?
- How does the project connect to the existing network?
- How does the project design address bicycle access?

Pedestrian

- Are there any planned pedestrian facilities or improvements surrounding the project area?
- Is there a high amount of pedestrian activity in the area?
- Is pedestrian activity expected to increase due to future development?
- How does the project design address pedestrian access?

Vehicle

- What is current the capacity of the roadway?
 - If the volume-to-capacity is below .6 explain why excess capacity is provided.
- What is the observed speed of the roadway?
- What is the posted speed limit?
- Are there any observed reckless driving behaviors?
- How does the project design address vehicle issues?

Plans and Policies

- Are there any plans or policies that impact the project design (NMTP, IK 2025, CSP, Neighborhood Plans, etc.)
- Is the proposed project consistent with these plans and/or policies?

Environment

- What streetscaping is included in the project design?
 - New street trees/ percentage of streets with tree canopy
- What is the existing environmental conditions surrounding the project? Is it near a natural feature, does the street flood regularly, is it in a highly trafficked area, etc.)
- How does the project design address environmental goals (water retention, air quality, native plantings, etc.)

ENGAGEMENT

Has this project been discussed with the community? Provide date(s) and sign-in sheets.

Are there any public meetings scheduled to discuss the project? Provide dates.

How have public comments/concerns been addressed?

REVIEW

List the pedestrian and bicycle accommodations proposed in the design.

Will the proposed design hinder pedestrian or bicycle access in any way? Describe how.

If the proposed project incorporates neither bicycle or pedestrian facilities, or if the proposed project would hinder bicycle or pedestrian travel, list reasons why the project cannot be re-designed to accommodate these facilities.

Provide data and documentation that shows how the project is exempt from the Complete Street Policy.

POST IMPLEMENTATION EVALUATION

After the project is implemented for **one year** provide the following information.

- Decrease in rate of crashes, injuries, and fatalities by mode
- Pedestrian and bicycle counts (chart increase in people biking and walking)
- Vehicle Miles Traveled trip reductions
- Satisfaction/ Comfort levels expressed on a preference survey

**CITY OF KALAMAZOO
SITE PLAN REVIEW PROJECT LIST**

Year 2018	Project Address	Project Description	Applicant	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	Landscaping	Final Inspect.
2018.5	3406 Stadium Drive	Re-use building for truck leasing	Enterprise Leasing	9/28/2018	10/3/2018	10/3/2018	10/24/2018	N/A	11/14/2018	N/A	Project under review			
2018.49	2734 Miller Road	Re-use building	Greenwave Naturals, LLC	9/26/2018	10/3/2018	10/3/2018	10/24/2018	N/A	11/14/2018	N/A	Project under review			
2018.48	4200 Davis Creek Ct.	Building additions	Schupan Aluminum	9/28/2018	10/3/2018	10/3/2018	10/17/2018	\$827.28	11/7/2018	N/A	Project under review			
2018.47	4120 S. Sprinkle Road	New buildings	Heartwood Pharms	9/20/2018	9/26/2018	9/26/2018	10/17/2018	\$690.00	11/7/2018	N/A	Project under review			
2018.46	1400 N. Drake Road	New pool building addition	Friendship Village	8/13/2018	8/22/2018	8/22/2018	10/17/2018	\$378.00	11/7/2018	N/A	Project under review			
2018.45	900 Hatfield Avenue	Add equipment to cell tower	AT&T Wireless	9/13/2018	9/19/2018	9/19/2018	10/10/2018	\$385.00	10/31/2018	N/A	Project under review			
2018.44	1122 E. Crosstown	Building addition	Kamps Pallets	1/19/2018	1/24/2018	1/24/2018	10/10/2018	\$349.00	10/31/2018	N/A	Project under review			
2018.43	202 E. Kalamazoo	Building addition	United Building	8/28/2018	9/5/2018	9/5/2018	10/10/2018	\$408.00	10/31/2018	DDRC	Project under review			
2018.42	763 E. Vine Street	New building	Lewis C. Howard	7/24/2018	8/1/2018	8/1/2018	10/3/2018	\$414.00	10/24/2018	N/A	Project under review			
2018.41	3400 Covington Road	Parking lot expansion	Schupan Holdings	5/29/2018	6/6/2018	6/6/2018	10/3/2018	N/A	10/24/2018	N/A	Final approval provided	10/23/2018	1 tree, 13 shrubs	
2018.4	401 S. Burdick Street	Building addition	Bronson Hospital Group	9/13/2018	9/19/2018	9/19/2018	9/26/2018	\$705.41	10/17/2018	DDRC approved	Project under review			
2018.39	1738 N. Westnedge	Building addition	H & H Painting Co.	8/15/2018	8/22/2018	8/22/2018	9/19/2018	\$193.00	10/10/2018	N/A	Project under review			
2018.38	1313 Edgemoor Avenue	Add equipment to the water tank	Verizon Wireless	9/12/2018	9/12/2018	9/12/2018	9/12/2018	N/A	10/3/2018	N/A	Withdrawn by applicant 9/28/18	N/A	N/A	N/A
2018.37	401 N. Sage Street	Change use to medical marihuana dispensary	Compassionate Care by Design	8/14/2018	8/22/2018	8/22/2018	9/5/2018	N/A	9/26/2018	N/A	Final approval provided	10/4/2018	2 trees, 10 shrubs	
2018.36	525 E. Ransom Street	New mixed-use project	Harrison Circle	8/7/2018	8/15/2018	8/15/2018	9/5/2018	\$810.00	9/26/2018	Riverfront	Project under review			
2018.35	333 E. Alcott Avenue	New apartment complex	Republic Development, LLC	7/30/2018	8/15/2018	8/15/2018	8/29/2018	\$636.00	9/19/2018	N/A	Project on hold 9/14/18	On hold		
2018.34	900 Hatfield Avenue	New generator	AT&T	8/8/2018	8/8/2018	8/8/2018	8/29/2018	\$385.00	9/19/2018	N/A	Final approval provided	9/18/2018	N/A	
2018.33	1101 Portage Street	New mixed-use building	Hollander Development Corp.	4/24/2018	5/14/2018	5/14/2018	8/15/2018	\$576.00	9/5/2018		Project under review			
2018.32	908 John Street	New parking lot	Bronson Healthcare Group	7/11/2018	7/18/2018	7/18/2018	8/8/2018	N/A	8/29/2018	Approved 8/29/18	Final approval provided	8/30/2018	37 trees, 227 shrubs	
2018.31	3401 Nazareth Road	Park development	Bow In The Clouds	7/17/2018	7/25/2018	7/25/2018	8/8/2018	N/A	8/29/2018	N/A	Project under review	8/30/2018	N/A	
2018.3	450 N. Burdick Street	Building addition	Kalamazoo Gospel Mission	7/17/2018	7/25/2018	7/26/2018	8/3/2018	\$193.00	8/29/2018	Approved	Final approval provided	8/30/2018	2 shrubs	
2018.29	3100 Stadium Drive	Add equipment to cell tower	Sprint/SBA Communications	6/28/2018	7/11/2018	7/25/2018	7/25/2018	\$385.00	8/15/2018	N/A	Final approval provided	8/16/2018	N/A	
2018.28	1381 S. Drake Road	Use change to pawn store	TNT Pawn	6/20/2018	6/27/2018	6/27/2018	7/18/2018	N/A	8/8/2018	N/A	Final approval provided	8/17/2018	8 shrubs	
2018.27	118 W. North Street	New outdoor café	Ricky Thrash	5/16/2018	5/23/2018	5/23/2018	7/18/2018	N/A	8/8/2018	N/A	Site plan approved	8/9/2018	2 trees, 12 shrubs	
2018.26	303 N. Rose Street	New Hilton Downtown	Plazacorp	2/7/2018	2/7/2018	2/7/2018	7/11/2018	\$642.50	8/1/2018		Project under review	--		
2018.25	1710 Cobb Avenue	New parking lot	House of Prayer Church	3/27/2018	4/4/2018	4/4/2018	5/23/2018	N/A	6/13/2018	N/A	Final approval provided	7/3/2018	4 trees, 63 shrubs	
2018.24	431 E. South Street	Use change to a bar	Tin Can Bar	5/3/2018	5/9/2018	5/9/2018	6/27/2018	N/A	7/18/2018	Approved 7/30/18	Final approval provided	7/30/2018	5 shrubs	
2018.23	1313 Edgemoor Avenue	Add equipment to water tank	Verizon Wireless	6/19/2018	6/19/2018	6/20/2018	6/20/2018	\$385.00	7/11/2018	N/A	Withdrawn by applicant	9/28/2018	N/A	N/A
2018.22	4605 Lilac Lane	Clubhouse addition	Village of Kalamazoo Apts.	3/22/2018	3/22/2018	3/27/2018	6/13/2018	\$193.00	7/11/2018	N/A	Final approval provided	8/16/2018	59 trees, 500 shrubs	
2018.21	1503 E. Michigan	Eastside Small Homes	Kalamazoo County Land Bank	5/23/2018	5/30/2018	5/30/2018	6/13/2018	\$372.00	7/11/2018	N/A	Final approval provided	7/17/2018	22 trees, 126 shrubs	
2018.2	713 N. Church Street	Duplexes	NACD	5/14/2018	5/16/2018	5/16/2018	5/23/2018	\$354.00	6/13/2018	N/A	Final approval provided	6/25/2018	6 trees, 74 shrubs	
2018.19	139 N. Edwards Street	Lot 9 project	Catalyst Development	4/20/2018	4/25/2018	4/25/2018	5/23/2018	\$989.16	6/13/2018	Approved 6/27/18	Final approval provided	8/1/2018	31 trees, 179 shrubs	
2018.18	2001 S. Westnedge	Crane Park improvements	Parks & Recreation Department	4/20/2018	4/25/2018	4/25/2018	5/16/2018	N/A	6/6/2018	N/A	Final approval provided	7/17/2018	25 trees, 48 shrubs	
2018.17	418-424 S Rose & 215 W. Lovell	Mixed-use building	400 Rose, LLC	2/16/2018	2/21/2018	2/21/2018	5/9/2018	\$1,140.00	5/30/2018	DDRC approved	Final approval provided	6/22/2018	62 trees, 321 shrubs	
2018.16	205 W. Ransom Street	Parking lot expansion	CCTA	5/9/2018	5/14/2018	5/14/2018	5/9/2018	N/A	5/30/2018	N/A	Applicant revising scope	--		
2018.15	212 E. Cork Street	Building addition	RCI	3/22/2018	3/28/2018	3/28/2018	5/2/2018	\$193.00	5/23/2018	N/A	Final approval provided	5/29/2018	6 shrubs	

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2018.14	2725 E. Kilgore Road	Building addition	Pepsi Company	3/21/2018	3/28/2018	3/28/2018	5/2/2018	N/A	5/23/2018	N/A	Final approval provided	5/29/2018	4 trees, 10 shrubs	
2018.13	711 W. North Street	Use change to store and food trailer	Kelly's Retail Store	4/4/2018	4/11/2018	4/11/2018	4/25/2018	N/A	5/16/2018	N/A	Final approval provided	5/17/2018	6 shrubs	
2018.12	3300 Research Way	Building addition	Newell Rubbermaid	3/28/2018	4/4/2018	4/4/2018	4/11/2018	\$542.00	5/2/2018	WMU approved	Final approval provided	9/11/2018	51 trees, 192 shrubs	
2018.11	828 S. Burdick Street	New building	Hospitality House	4/4/2018	4/11/2018	4/11/2018	4/18/2018	\$410.40	5/9/2018	DDRC approved	Final approval provided	5/16/2018	3 trees, 18 shrubs	
2018.1	3500 Covington Road	New building	Schupan & Sons	3/20/2018	3/29/2018	3/29/2018	4/11/2018	\$348.00	5/2/2018	N/A	Final approval provided	5/7/2018	5 trees, 26 shrubs	
2018.09	514 Denway	Use change for fireworks store	Black Diamond Fireworks	3/22/2018	3/28/2018	3/28/2018	4/4/2018	N/A	4/25/2018	N/A	Final approval provided	4/26/2018	6 shrubs	
2018.08	333 Portage Street	New parking lot	Zoetis	3/8/2018	3/21/2018	3/21/2018	4/4/2018	N/A	4/25/2018	N/A	Final approval provided	5/7/2018	16 trees, 29 shrubs	
2018.07	251 Mills Street	New storage building	Parks & Recreation Department	3/20/2018	3/28/2018	3/28/2018	4/4/2018	N/A	4/25/2018	N/A	Final approval provided	4/26/2018	N/A	
2018.06	2315 Angling Road	Use change to education and trail facilities	Kalamazoo Nature Center	1/29/2018	1/29/2018	1/29/2018	3/13/2018	N/A	4/4/2018	N/A	Final approval provided	4/24/2018	N/A	
2018.05	412 Howard Street	Midtown Marketplace	Westnedge Investment Group	3/18/2018	3/18/2018	3/18/2018	3/21/2018	N/A	4/11/2018	N/A	Final approval provided	4/17/2018	45 trees, 313 shrubs	
2018.04	1601 Henderson Court	Henderson Tot Lot improvements	Parks & Recreation Department	2/7/2018	2/14/2018	2/14/2018	2/14/2018	N/A	3/7/2018	N/A	Final approval provided	3/8/2018	5 trees, 7 shrubs	
2018.03	1106 Trimble	Rockwell Park improvements	Parks & Recreation Department	2/2/2018	2/6/2018	2/6/2018	2/7/2018	N/A	2/28/2018	N/A	Final approval provided	3/8/2018	6 trees, 26 shrubs	
2018.02	760 E. Vine Street	Building addition	Lewis C. Howard	1/12/2018	1/12/2018	1/12/2018	1/24/2018	N/A	2/14/2018	N/A	Applicant placed on hold	--	N/A	N/A
2018.01	4400 Canterbury	Frays Park improvements	Parks & Recreation Department	1/8/2018	1/8/2018	1/8/2018	1/17/2018	N/A	2/7/2018	N/A	Final approval provided	2/8/2018	12 trees	
								\$12,903.75						