

City of Kalamazoo  
PLANNING COMMISSION  
Minutes  
November 2, 2017  
*FINAL*

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

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

Members Excused: Christina Anderson, City Planner

City Staff: Robert Bauckham, Senior Development Planner; Clyde Robinson, City Attorney; Amanda Coeur, Recording Secretary, and Beth Cheeseman, Code Administration Clerk and Cashier

**A. CALL TO ORDER**

Commissioner Hughes-Nilsson called the meeting to order at 7:01 p.m.

**B. ROLL CALL**

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

**C. ADOPTION OF FORMAL AGENDA**

**Commissioner Coss, supported by Commissioner Greenman-Wright, moved approval of the November 2, 2017 Planning Commission agenda. With a voice vote, the motion carried unanimously.**

**D. APPROVAL OF MINUTES**

**Commissioner Greenman Wright, seconded by Commissioner Vyas, moved approval of the October 5, 2017 Planning Commission minutes as presented. With a voice vote, the motion carried unanimously.**

**E. COMMUNICATIONS AND ANNOUNCEMENTS**

None

## **F. PUBLIC HEARINGS**

**P.C. #2017.13: Request from Brandie Jackson to approve a special use permit to allow a group day care use serving up to twelve children at 1508 Woodward Avenue. [Recommendation: motion to approve the special use permit, with conditions.]**

Planner Bauckham proceeded with the staff report. The property is north of Paterson Street in the Northside neighborhood and contains a one-story, single family house with an attached garage and a porch. It has a finished basement and fenced-in back yard. The applicant owns and lives at the property. She wants to operate a group daycare in the house to serve up to 12 children at a time. In this zone, a special use permit is required for the use. If the special use permit is approved, she will apply to the State for a license to operate it. The State will monitor the operation of the daycare as well as determine how many children will be allowed in the daycare. No additions or significant changes are planned to the house for the daycare. She is planning to have two shifts for the daycare. The first shift would be 7am-4pm, and the second shift would be 10pm-6am Monday through Friday. There would be two full-time caregivers and one part-time caregiver. The age of the children served would be 10 weeks to 4 ½ years for the first shift and up to third grade for the second shift. The applicant plans to offer reading, music and skill development as well as other activities to facilitate the natural abilities of the children. There would be no activities after dark. The Interfaith homes complex is directly across the road. The applicant has talked with neighbors about the request. Staff believes the request meets the requirements for a special use permit. Planner Bauckham showed photos and maps for the property. The site is surrounded by single family homes on the north, south, and east sides, and the Interfaith homes to the west. The current zoning is RS-5, single-family zone. The property to the west is in the multiple family zone. The existing land use is a residential designation and the future land use for this area is also residential. Staff is recommending approval with 3 conditions: the group day care shall not be used until the required licenses are obtained from the State, the children in the home will be supervised at all times, and the operation of the daycare will meet the noise ordinance regulations of the City.

In response to Commissioners' questions, Planner Bauckham clarified that a fenced in front yard is not required by ordinance; any children living in the home would count toward the number allowed in the daycare; and the City will receive a copy of the license from the State for the day care if it is approved.

Commissioner Hughes-Nilsson opened the hearing for public comments.

No citizen comments were made. The public hearing was closed.

**Commissioner Milliken, seconded by Commissioner Greenman Wright, moved that a special use permit be approved with the three conditions specified by staff.**

Planner Bauckham responded to Commissioners' questions regarding the motivation of the applicant to have 12 children in the home. Planner Bauckham stated that the applicant had talked with her neighbors and sees a need in the neighborhood for this use. She believes that 12 is a number she can handle with the caregivers available. Planner Bauckham also clarified that if the State reduced the number of children she was allowed to have in the home, it would be reflected on the copy of the license the City would receive.

A roll call vote was taken and the special use permit request passed unanimously with the three conditions.

**P.C. #2017.14: Request from the Community Planning and Development Department to rezone 251 Mills Street from Zone M-1 (Manufacturing, Limited District) to Zone CMU (Commercial, Mixed Use District). [Recommendation: motion to recommend to the City Commission to approve the rezoning request.]**

Planner Bauckham gave the staff report and history on the property known as the Mayor's Riverfront Park. It is a 37-acre site owned and operated by the City of Kalamazoo. The Homer Stryker baseball field is located on the eastside of the park – home to semi-pro baseball teams. The Soisson Rapacz Clason football stadium is on the west side of the park and is home to semi-pro football teams, soccer teams and some local high school football teams. The park also contains the City Parks & Recreation building, the Park's Maintenance Building, a picnic shelter, fishing dock, canoe launch, basketball area, trail way and a playground. The park is currently zoned as M-1 – manufacturing district. Park uses are permitted in that zone, but it is primarily intended for industrial purposes. The Red Arrow Golf course and 45 other parcels in the area were recently rezoned from an industrial zone to the CMU zone to better reflect the use of those properties and to encourage mixed-use development. It is believed that CMU would place Mayor's Riverfront Park in a zone which will better reflect its use. Property owners and occupants within 300 feet of the park were mailed notices regarding this request and inviting them to this meeting. A notice was also published in the Kalamazoo Gazette. Staff is recommending that the Planning Commission recommend to the City Commission to approve the rezoning to CMU.

Mr. Sean Fletcher spoke at the meeting providing support to the request and expressing hope that the Planning Commission will approve the request. He stated that they are open to any opportunities that present themselves in that area.

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

Mr. Patrick Farrell came forward to speak stating that he owns the property next door at 301 Mills and he accompanying scrap yard. He was concerned about the City taking away his M-1 buffer. He asked why the zoning was taking place and expressed concerns about the possibility of the City trying to put housing next to his property. He also stated that the City doesn't know where their property lines fall and that part of the park is on his property. He said the City is aware of the situation and they haven't paid a lease on the property since 2011. Mr. Farrell expressed unhappiness about the proposed change in the zoning. He also stated that the property is in a flood plain. He stated that every time it floods it costs taxpayers money. He cautioned against zoning the property for commercial and residential use citing that the people would be living on a flood plain. Mr. Farrell requested the City to get him a lease on the property they are using.

Mr. Eric Stuckey asked how the zoning will improve the City and how much green space will be eliminated through the mixed commercial use. He stated that the current use of the park is appropriate for a flood plain. He asked the Planning Commission to take the flood plain into consideration with regards to allowing commercial uses on the property.

Commissioner Hughes-Nilsson closed the public hearing.

**Commissioner Milliken, seconded by Commissioner Vyas, moved to approve the rezoning request to the City Commission.**

Commissioner Coss expressed concern regarding the property line issue. He asked if it has been clarified by the City. Planner Bauckham stated that a portion of the parking lot for the park lot is on Mr. Farrell's property, but he is not aware of the lease situation. Planner Bauckham suggested that they could proceed in two different ways. They could proceed as is and rezone the complete property to CMU, or they could recommend the rezoning but take out the portion which includes KMR's property. Planner Bauckham stated that it would be acceptable to omit that portion of the property from the rezoning. He doesn't believe it would have any adverse effect on the rezoning.

Commissioner Coss stated concerns regarding building on a flood plain and asked if there were any plans to do anything about the flooding. Planner Bauckham agreed that some of the park is in the flood plain, but not all of it. The east portion does flood when there is excessive rainfall. He said he doesn't believe the west portion typically floods. He assured Planning Commissioners that the park and the facilities in the park are not being removed. There is a possibility that the west football field stands may be replaced due to deterioration, and the new stands might incorporate some housing facilities. The base facility would remain and there would be no reduction in what this park provides to public.

Commissioner Vyas asked if there are any consequences to having a portion of the parking lot in a different zone. Planner Bauckham said in this case where there is a property line issue, the answer is no.

**Commissioner Milliken, seconded by Commissioner Vyas, amended his previous motion to approve the rezoning request – excluding Mr. Farrell's property – to the City Commission.**

Commissioner Coss asked Attorney Robinson if they were in bounds as far as any potential litigation. Attorney Robinson indicated he didn't believe the amendment should affect any future litigation as far as a property dispute. The property in question reportedly owned by KMR is small and does not effect the rezoning or the use of the park.

A roll call vote was taken and the motion carried by a vote of 7 to 1. Commissioner Coss voted no.

**P.C. #2017.15: Request from the Community Planning and Development Department to rezone multiple parcels located between W. Lovell Street and Stockbridge Avenue, and between S. Westnedge Avenue and the Portage Creek from Zones CC, CN-1, and M-1 to Zones CCB, CN-1, CN-2, and RM-36. [Recommendation: motion to recommend to the City Commission to approve the rezoning request.]**

Commissioner Milliken stated that he was abstaining from the discussion and vote because of his employment. He is involved with the acquisition and sale of many properties within the rezoning area.

Planner Bauckham gave the staff report. The request is initiated by Community Planning and Development. The request involved 243 parcels of land. The parcels are located on W. Lovell to the North, Stockbridge to the south, S. Westnedge to the west, and Portage Creek to the east. Most are in the CC zoning district, which allows the most intensive commercial uses in the City. The primary purpose of this request is to down zone these parcels to Neighborhood Commercial - CN-2. It includes

one area to be rezoned to the downtown district. Two small areas are also recommended to be rezoned to the RM-36 district. One small area is recommended to be rezoned to the CN-1 zone.

Planner Bauckham went over the four areas to be rezoned. Area 1 is bordered on the west by S. Westledge Avenue, on the north by W. Lovell Street, on the east by S. Rose Street, and on the south by W. Cedar Street. Area 1 is currently zoned CC and CN-1. The proposal is to rezone all of these parcels to the downtown zoning district - CCBD, which meets with the current zoning of the land area located directly to the north and east. All of the current uses on these parcels would be conforming in the proposed zone.

Area 2 is bordered on the west by S. Park Street, on the north by W. Cedar Street, on the east by S. Burdick Street and John Street, and on the south by E. Vine Street. This area is in the CC zoning district. The request is to rezone all of the parcels to the CN-2 zone. All of the current uses on these parcels would be conforming in the proposed zone. Area 2 also includes three parcels at the southwest corner of W. Walnut Street and S. Rose Street. The parcels contain multiple-family houses and are in the CC zoning district. The request is to rezone them to the RM-36 zone, Residential Multiple-Family, which corresponds with the zoning of the adjacent parcels to the west and south. The uses on these three parcels would be conforming in the proposed zone.

Area 3 is a 4-parcel area that is bordered on the west by Boerman Avenue and on the north by E. Vine Street. The parcels are owned by Bronson Hospital, and are in the CC zoning district. The request is to rezone all four parcels to the CN-1 district, which meets the zoning of the adjacent land to the east and south. With the rezoning, the existing parking lot use would become legal non-conforming, but could remain indefinitely.

Area 4 is a large area, which is bordered on the north by E. Vine Street and on the south by Stockbridge Avenue. Area 4 also includes parcels on both sides of S. Burdick Street between Vine and Stockbridge, and it extends eastward to the Portage Creek. Most of these parcels are currently in the CC and M-1 zoning districts. The request is to rezone them to the CN-2 district. All of the current uses on the parcels would be conforming in the proposed zone with the exception of three parcels located at 928, 1209, and 1211 S. Burdick Street. These parcels contain car sales and repair businesses. These uses would become legal non-conforming uses, but could remain on the parcels indefinitely. They could not expand without a variance and if they were destroyed, they would have to be rebuilt as a conforming use or get a variance to rebuild as their current use. No new such uses would be allowed in the proposed zone.

Area 4 also includes eleven parcels located along Burr Oak Street and S. Rose Street. These parcels contain multiple-family homes and vacant land, and are currently in the CN-1 and CC zoning districts. The proposal is to rezone each of them to the RM-36 district to reflect the current residential use and to encourage new residential development in this area.

Planner Bauckham read the CN-2 and CC zone descriptions, and went over the use and dimensional standards for the CN-2 zone. Some of the differences in standards are as follows: the maximum height of new buildings in the CN-2 zone is 35 feet compared to 65 feet in the current CC zone; the minimum open space/green space is 25% in CN-2 compared to current 20% in CC. Planner Bauckham listed permitted and prohibited uses in the CN-2 zone. Some of the permitted uses in the CN-2 zone include: multiple-family dwellings, foster care homes, transitional residences, nursing homes, community drop-in centers, churches, schools, daycares homes, restaurants, sports facilities, office uses, grocery stores, funeral

homes, grocery stores, retail stores and existing single-family and duplex houses. Uses that are not permitted in the CN-2 zone include: liquor stores, car sales and repair, motels and hotels, animal kennels, gas stations with auto repair facilities, sororities, fraternities. All of those uses are currently permitted in the CC zone and could develop in the target area. The proposed zone also does not permit the storage of inoperable or junk vehicles, recycling facilities, industrial manufacturing uses or participant sporting facilities. Those types of uses are currently permitted in the industrial zones, of which there are few parcels in this area.

Planner Bauckham spoke about the neighborhood meeting on the request that was conducted at the Vine Neighborhood Association on October 26. He stated that all affected property owners and occupants within the proposed rezoning areas were invited to the meeting. There were about 25 people at the meeting and they posed questions about their specific parcels. A summary of the meeting was provided to the Commissioners. Planner Bauckham highlighted questions asked about property taxes, gentrification, development of wooded areas, KVCC campus flooding, Air Bed and Breakfast uses, single-family dwellings, parking, green space/open space requirements, and if all existing uses will conform to the proposed zoning. Planner Bauckham clarified that the City has not requested this rezoning in response to development proposals.

City staff recommended that the Planning Commission recommend to the City Commission to approve the rezoning of the subject parcels from Zone CC, Zone CN-1, and Zone M-1 to Zone CCBD, Zone CN-1, Zone CN-2, and Zone RM-36.

Commissioner Greenman Wright asked for clarification about the goal of changing the zoning for parcels on the corner of Burr Oak and Rose. Planner Bauckham stated that there are currently several multiple-family homes on those parcels. The City is interested in having an appropriate zone for the parcels, and encouraging more of that development on the surrounding parcels.

Commissioner Pitts asked for clarification regarding the three parcels containing the auto repair and auto sales uses. He also asked for clarification if single-family houses can be built in the CN-2 zone. Planner Bauckham stated that the three auto parcels are in the CC district. The goal of the request is to downzone the area to the neighborhood commercial district. Those auto uses would not be conforming in that zone. The intent is to prevent additional uses like them from developing in the area. The three current uses would become legal, non-conforming uses. They could remain operating as they are indefinitely, but if the buildings were destroyed by storm or fire by more than 50% of their value, they would need a variance to rebuild or expand with the same use. Planner Bauckham clarified that all existing single-family houses can stay and be rebuilt, but no new additional single-family homes could be built without a variance.

The public comment portion of the hearing was opened

Mr. Richard Stuart expressed concern regarding the outreach for the meetings. He cited that only 25 people showed up at the neighborhood meeting when 243 parcels are affected. He stated that he received notice of this only a week ahead of the Vine neighborhood meeting, and no meetings were held at the Southtown neighborhood. Mr. Stuart said that a lot of property owners did not receive the invitation. He posted it on Facebook and some people attended who otherwise didn't know. Mr. Stuart requested the

Planning Commission to exclude his two parcels for financial reasons. He purchased them for his retirement. Mr. Stuart stated that the CC zone is the most popular zoning for a big old building, is most flexible in use, and has the most universal buyers. He said he had an appraisal done on the property for refinancing a week before he was notified of the rezoning request, and now there is concern that the property value may go down. Mr. Stuart requested that the Commissioners postpone their decision until they can understand the impact this will have on them. He stated that the City is dealing with a lot of properties and multiple zones going to multiple new zones with an untried zone of CN-2. As a real estate professional, he cautioned them that this is not in everyone's best interest.

Ms. Danielle Pillars stated that her main concern is the gentrification of her community. She said she already sees it happening with luxury apartments being built and rents being raised, pushing out low income and minority families. She cited relief when she discovered that more consulting has been employed to analyze strategies and provide recommendations to reduce the likelihood of gentrification, but understands that the completion date of the analysis is uncertain. Ms. Pillars stated that per conversations with the Vine Neighborhood Association, the presentation of this request is abrupt, goals are vague, there was limited notice, and little time to research this project and the objectives. Ms. Pillars asked Planning Commissioners to postpone a decision on this rezoning. She requested that the City allow more time for the consultants to complete their analysis and implement the results into the proposal prior to approval. More time will allow the Vine Neighborhood Association the opportunity to sufficiently understand the proposal and its objectives. Ms. Pillars stated that they have offered to host future meetings and/or open houses with the city.

Mr. Leonard Stafford, owner of one of the auto businesses mentioned, asked why the City is picking on his three properties. He requested the Planning Commissioners to postpone a decision on the rezoning saying that this needs to be checked out. Mr. Stafford stated that he works hard and the City wants to downzone him while leaving the other side of the road alone. He stated that it is not fair and he feels they are picking at him. He encouraged the Planning Commissioners to investigate what they are doing.

Mr. Mike Hussar, realtor, brought forward a case study of a house that sold in a similar zoning area where if the house was destroyed, it would have to be rebuilt as a commercial use. He stated that the house was listed in 2016 at \$125,000. As a result of conditions placed on the house, financing options were limited. He stated that the house sold in June for \$50,000. He urged the Planning Commissioners to make sure what they are doing is not killing the value of the real estate.

Mr. John Davis stated that he bought his building in 2005 and the City said it was okay for him to sell cars from the site. He said it bothers him that the rules keep changing. Mr. Davis said they are a small-time operation that helps those with less money. With the proposed zoning if his dealership burns down, he can't rebuild another car lot on the site. It does affect the small business man. Mr. Davis told the Planning Commissioners that it seems like the City won't listen to them. He asked them to consider the small man and what the small businesses are doing for the community.

Mr. Craig Lee came forward and asked questions: What if those businesses that are not conforming are sold? What are the restrictions on the future buyers? Do you maintain value or does the rezoning impact it in any way? If they sell, does the property remain legally non-conforming for the potential new owner? He also said he felt the Vine Street meeting was poorly advertised and marketed. They need to talk to

more people. Mr. Lee asked Planning Commissioners to postpone their decision and reach out more. He stated that he still didn't understand why this change was proposed and that he doesn't find the car lots offensive or negative for the area.

Ms. Allison Parsons attended the Vine neighborhood meeting. She said it was poorly attended, the time was not good and there was not a lot of notice for people to arrange to be there. Ms. Parson said that there was no presentation offered at the meeting and she felt that if you didn't have the right question, you didn't get the information you needed. She said it was not presented in a manner which made sense to her and she walked away not knowing why the rezoning had been proposed. She expressed concern about maintaining single-family homes. She stated concern about the zoning making it look like they are favoring big development. She feels that she needs more information. Ms. Parsons also expressed the worry of gentrification, saying she likes having a mixed community. She said they need to have a sense of why these decisions are being made.

Mr. Eric Stuckey also said he would like more notice before meetings. He needs time to process. He said that property values and mix of people are why we decided to be where we are. Mr. Stuckey expressed concern of commercial uses close to his home. He feels there has not been enough information and that the plans for this have been in the works for a couple of years. He also stated that the zoning is favoring those who are big money people. He wondered how rezoning will change any plans already in the works. Mr. Stuckey requested that the Planning Commissioners give it more time and get more information out there.

Ms. Tina McClinton and Ms. Pamela Green brought up issues of flooding in their neighborhood. They both said they were told that KVCC would not make the flooding worse, but that it is worse than before. Ms. McClinton asked the Planning Commissioners to help with the flooding issue instead of building more properties and rezoning. She also cited the deer and crane in the area and asked that they don't take away the woods for more development. Ms. Green asked Planning Commissioners for more time to process the information.

Commissioner Hughes-Nilsson closed the public hearing.

**Commissioner Pitts, seconded by Commissioner Wissner, made a motion to recommend approval of the rezoning request to the City Commission.**

Commissioner Coss and Commissioner Greenman Wright indicated they were in favor of postponing the decision on the rezoning. Commissioner Coss stated that several people had requested to postpone and stated that they had not been given enough time to give input to the city. Commissioner Greenman Wright indicated that this is an opportunity to carry forward the communication strategies implemented during Imagine Kalamazoo. She feared that the lack of communication smacks of having a secret agenda and shows indifference to the needs of the residents and small business owners.

Commissioner Wissner stated that he has no concern about postponing the decision. He asked about how the future land use map falls into this area. Planner Bauckham said the categories for this area are Neighborhood Edge and Urban Edge. Neighborhood Edge corresponds to the CN-2 and CN-1 zoning

districts. Commissioner Wissner stated that the proposed zoning changes seem to be in congruence with the future land use plan.

Planner Bauckham agreed that the proposed zoning is in congruence with the future land use plan. That is a primary reason for moving the rezoning forward at this time. He said there will be other areas of the city they will be looking at to rezone in the future in order to comply with the new land use plan.

Commissioner Greenman Wright asked why such a large area and so many categories need to be changed at one time. Planner Bauckham explained that it made sense to incorporate entire blocks of areas. He stated that they are trying to downzone the CC zoning district throughout this area to a more neighborhood-friendly zone as reflected in Master Plan, and to prevent certain intensive commercial uses from developing there.

Commissioner Espinosa said that he didn't see reasons to postpone the downzoning of the area. As he read through the request including the uses allowed in the current and proposed districts, considered the neighborhood and what we are trying to create, he feels the request fits the description of what we are trying to accomplish. He counted 18 common conforming uses and special uses between CN-2 and CC. He also stated that he wished the City had done a better effort of reaching out to the public – 25 people showing up at a meeting is less than 5% of the city population. He said that is something that needs to be considered.

Planner Bauckham responded to the questions of a sale of a business with a non-conforming use. He stated that if the business was abandoned for over a year, then it would have to be re-established as a conforming use or obtain a variance. If it was sold within a year and a similar use was planned, it could be established without the need for a variance.

Commissioner Coss questioned how the rezoning would affect the neighborhood plans to be included in the Master Plan. He believes that the Vine Neighborhood should have more time to give input on how the rezoning affects their neighborhood plan.

Commissioner Vyas said that she heard a lot of questions from the public about why the rezoning is happening. She read the definition of the CN-2 district that Planner Bauckham had read earlier. The CN-2 zone is intended to encourage the development of small-scale retail sales and personal service uses at convenient locations that primarily serve nearby residential neighborhoods. Commissioner Vyas wanted to state for the record that this is the primary reason for the rezoning.

Commissioner Espinosa asked what the City can do if the decision was postponed. Planner Bauckham stated that the City staff would take direction from the Planning Commission. The Commissioners provided the following suggestions for moving forward on the request: offer more explanation for the request in the next meeting packet; explain how this fits in with the Vine Neighborhood plan, future land use plan, and master plan; have a minimum of two meetings with the neighborhood on separate nights including a presentation; provide more than a 10-day notice; post the meeting notices on social media; identify Master Plan vision for this area; and identify the current permitted uses and non-permitted uses in the area along with the proposed changes.

**A motion was made by Commissioner Vyas, seconded by Commissioner Espinosa, to postpone the rezoning request to next meeting. A roll call vote was taken and the motion passed by a vote of 6 to 1. Commissioner Espinosa voted no. Commissioner Milliken abstained.**

**G. UNFINISHED BUSINESS**

None

**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 gave the City Planner's Report and stated there have been 45 site plan projects processed in the City thus far for 2017. A recent project is a new parking lot for the Foundry facility at 600 E. Michigan Avenue to help with overflow parking. Another new project is a proposed new building for Vine Shops at Vine and Westnedge. The property was rezoned to neighborhood commercial several months ago. Staff is working with applicants on the submittal process for six other projects. The Walden Woods Phase 4 condominium project was approved this week. The People's food Co-op addition was also recently approved, the Rx Optical headquarters facility was recently completed, the Exchange Building project continues and is going well, and the new Parkway Flats apartment complex is under construction.

Planner Bauckham talked about the Planning Commission Retreat that will occur on Wednesday, November 15, 2017 from 3-7 pm at the Kalamazoo County Land Bank's Office. There will be a bus tour to showcase some of the current development projects going on in the City. The City Attorney and staff will present information on Robert's Rules of Order and meeting processes, and a dinner will be provided.

On Monday, December 4, the City Commission will be receiving the Redevelopment Ready Community Certification for the City of Kalamazoo from the MEDC. All are invited to attend the presentation.

At the December Planning Commission meeting, a request to vacate an unused alley associated with the new Kalamazoo County Courthouse facility will be reviewed; another special use permit for a group daycare use will be presented; the proposed CIP for 2018 will be reviewed; and there may be a recommendation from the Nominating Committee on candidates to fill the current vacancy on the Commission. Further discussion will also take place on the S. Burdick rezoning request.

Planner Bauckham shared that the new Neighborhood Activator, Katie Riley, will be starting next week. She is coming from the Detroit area and has gained similar experience there. She will be working with the neighborhoods in the city in helping develop their plans, and also with neighborhoods that not currently organized to see if they would like to do so.

**L. MISCELLANEOUS COMMENTS BY PLANNING COMMISSIONERS**

None

**M. ADJOURNMENT**

**Commissioner Coss, seconded by Commissioner Greenman Wright, moved to adjourn the meeting.  
A voice vote was taken and the motion passed.**

Meeting was adjourned at 8:58 pm.

Respectfully submitted,

A handwritten signature in black ink that reads "Christina Anderson". The signature is written in a cursive style and is positioned above a solid blue horizontal line.

Christina Anderson,  
City Planner  
Community Planning & Development