

City of Kalamazoo
PLANNING COMMISSION
Minutes
May 3, 2018
FINAL

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

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

Members Excused: Charley Coss*; James Pitts

City Staff: Christina Anderson, City Planner; Robert Bauckham, Senior Development Planner; Clyde Robinson, City Attorney and Amanda Coeur, Community Development Secretary

A. CALL TO ORDER

Commissioner Hughes-Nilsson called the meeting to order at 7:01 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 Espinosa, moved approval of the May 3, 2018 Planning Commission agenda. With a voice vote, the motion carried unanimously.

D. APPROVAL OF MINUTES

Commissioner Greenman Wright, supported by Commissioner Vyas, moved approval of the April 10, 2018 Planning Commission minutes as presented. With a voice vote, the motion carried unanimously.

**Commissioner Coss arrives- 7:03pm*

E. COMMUNICATIONS AND ANNOUNCEMENTS

None

F. PUBLIC HEARINGS

None

G. UNFINISHED BUSINESS

None

H. NEW BUSINESS

P.C. #2018.05: Review of a site plan for a building addition for Newell Rubbermaid, 3300 Research Way

Planner Bauckham provided the staff report. He explained that all privately owned businesses within the BTR Park that need Site Plan Review must be approved by the Planning Commission.

This project is an expansion of the Newell Rubbermaid building. Currently this building contains 39,000 square feet. The applicants are proposing a 18,000-square-foot expansion onto the west end of the building. This expansion will be used for storage and office space. Also proposed is an expansion of the existing parking lot and creation of another parking lot. A total of 71 new spaces will be created in the parking lot expansion, and 37 new spaces will be created with the new parking lot. The building addition will not impact WMU's soccer field. No changes to the existing underground utilities are required. Outside lighting will meet all city and BTR standards. The applicant will be removing 30 trees, and will plant 29 new trees and new 80 shrubs. The project is expected to create 60 new jobs. The Parkview Hills neighborhood was notified of this proposed expansion. There was no response from the neighborhood. WMU is recommending this approval, and a letter of support was given to the Commissioners. The Site Plan Review Committee is also recommending approval of the site plan. The project meets the City's Strategic Vision as well as the Future Land Use Plan for the area. City Staff is recommending one condition to the plan. The condition is that the northeast stormwater area be reviewed and approved by the City's stormwater engineer. Planner Bauckham will obtain the data from the applicant and will give it to the stormwater engineer for review.

Planner Bauckham also reviewed the Site Plan Review standards with the board.

Commissioner Milliken, supported by Commissioner Baartman, moved approval of the site plan for 3300 Research Way, with the condition of the City's stormwater engineer approval of the plan. With a roll call vote, the motion carried unanimously.

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

None

J. CITY COMMISSION LIAISON COMMENTS

None

K. CITY PLANNER'S REPORT

Planner Bauckham spoke in regards to the City Planner's Report. He stated that 15 site plans had been processed so far this year. A summary of certain projects followed:

- The new Hospitality House building project on S. Burdick is currently in the review process.
- Shupan and Sons is planning a new medical clinic on Covington that is going through the review process.
- The Nature Center Preserve on Angling Road has been approved and received a sign variance.
- The Midtown Marketplace project on S. Howard Street received site plan approval. The Ace Hardware and grocery store spaces are currently being worked on.

For the June meeting there will be a staff initiated rezoning request presented for the area of East Cork and Sprinkle Road. This area is currently zoned as M-1 and staff is proposing it be rezoned to CC. All of the affected parcels would be conforming uses in the proposed zone. Staff has met with the Milwood neighborhood regarding the project and no problems were noted. Staff will be meeting with the affected property owners in the near future for this rezoning. There will also be two to three additional cases to come in front of the board for the month of June. One includes a special use permit for a new café and lodge use on Riverview Drive. Vacation of a portion of Foresman Avenue will be discussed. And a possible special use permit for a parking lot use on E. Vine.

Staff is currently revamping the Planning Commission webpage on the City's website, and also creating a step by step process for Site Plan Review for staff use.

L. MISCELLANEOUS COMMENTS BY PLANNING COMMISSIONERS

Commissioner Greenman Wright congratulated Commissioner Vyas on her new position at WMUK.

M. ADJOURNMENT

Commissioner Coss, supported by Commissioner Espinosa, moved to adjourn the meeting. A voice vote was taken and passed unanimously. Meeting was adjourned at 7:23pm.

Respectfully submitted,



Christina Anderson,
City Planner
Community Planning & Development