

**Charter Township of Kalamazoo  
Minutes of a Planning Commission Special Meeting  
Held on August 25, 2021; 5:30 p.m.**

A special meeting of the Kalamazoo Charter Township Planning Commission was conducted on August 25, 2021, commencing at 5:30 p.m., via Zoom remote teleconference pursuant to the Kalamazoo Township Remote Meeting Policy and Emergency Order of the Kalamazoo County Board of Commissioners due to the COVID-19 public health crisis.

**Present were:**

William Chapman  
Denise Hartsough  
Christopher Mihelich  
Peter Morrison  
Fred Nagler, Chairman  
Steven Leuty

Warren Cook, joined at 5:38 PM

**Others in attendance:**

Also present were Township Planner Danielle Bouchard, Township Manager Dexter Mitchell, Township Attorney Roxanne Seeber, and three representatives from the Dollar General project at 803 W. Mosel.

**1. Call to Order**

The Chairman called the meeting to order at 5:30 p.m.

**2. Roll Call and Recognition of Visitors**

Nagler welcomed those in attendance. Commissioner Cook was absent

A motion to excuse Cook from the August 25, 2021 Planning Commission Meeting was made by Hartsough and supported by Chapman. Upon unanimous roll call vote of the commissioners in attendance, the motion was approved.

Township planner Bouchard suggested the minutes reflect the time Cook joined the meeting if he joins.

**3. Approval of the Agenda for the August 25, 2021 Planning Commission Special Meeting**

The first item on the agenda was approval of the agenda for the August 25, 2021 Planning Commission Special meeting. The Commissioners received the meeting agenda in their packets.

Upon motion of Mihelich, supported by Chapman, and unanimous roll call vote of the commissioners in attendance, the agenda was approved as presented.

**4. Public Comments**

1 None.

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3 **5. Scheduled Reviews**

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5 None.

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7 **6. Public Hearings**

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9 None.

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11 **7. New Business**

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13 None.

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15 **8. Old Business - 803 W. Mosel – site plan review, Dollar General retail store**

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17 Township Planner Bouchard presented on the site plan review for the Dollar General at 803 W. Mosel Ave.  
18 Bouchard began her report by thanking those in attendance for making time for the special meeting. The  
19 report stated the Applicant is proposing to build a 10,526 s.f. Dollar General Store on a 1.64 ac lot located  
20 at 803 W. Mosel Ave. It was noted that the Planning Commission reviewed this proposal at the June  
21 Planning Commission regular meeting and made the decision to table further discussion until several  
22 issues could be addressed. The review by the Planning Commission in June produced ten  
23 recommendations for the applicant. It was mentioned that the Fire Marshal had several notes as well.

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25 McKenna has completed a second site plan review against the required revisions. The following reviews  
26 have been completed by McKenna:

- 27 - Confirming with the Township Assessor that both lots have been combined.
- 28 - Confirming that sidewalk dimensions and widths have been noted on the site plan and that
- 29 they comply with the width requirement.
- 30 - Confirming that the Dumpster has been relocated so it is not located in front of the principal
- 31 building on the West side of the site, facing Woodward Ave. The dumpster has been relocated
- 32 to the southern portion of the site, bringing the location in compliance with the Zoning
- 33 Ordinance.
- 34 - Confirming that the Township Engineer has conducted a review of the site, noting that the
- 35 grading is adequate. Confirming storm water collection and disposal are adequate. Approval
- 36 documentation shall be provided from the county drain commission, by the applicant.
- 37 - The country drain commission has concluded the storm water chamber system has also been
- 38 deemed adequate by the county drain commission.
- 39 - The pavement is able to withstand the 70,000 lb fire apparatus.
- 40 - The township engineer has recommended the sewer and water service be separated as much
- 41 as can be, they are shown very close together.
- 42 - ADA pads are to be provided to proposed sidewalk on W. Mosel
- 43 - The driveway shall be reviewed and permitted by the county road commission

44 Upon completion of their review, Mckenna is recommending approval of the site plan with several  
45 conditions, including that the Applicant be recorded as the owner of all properties, the plan must comply  
46 with all requirements from the Township Engineer and Fire Marshal, that the applicant must obtain all  
47 required permits from the county road commission and drain commission, and all fees must be paid to  
48 the Township in full.

1 Fire Marshal Kowalski reported that the only outstanding requirement was that the Township had not  
2 received the internal control plan for keeping the fire lane on the North side of the property clear from  
3 Dollar General. The Township has not received an acknowledgement letter from Dollar General Stating that  
4 they will be enforcing keeping the Fire Lane clear.

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6 The Fire Marshal also reported that the final report of the storm water collection tanks will come when  
7 the driveway is installed.

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9 Commissioner Chapman asked Fire Marshal Kowalski about the storm water drainage. Fire Marshal  
10 Kowalski confirmed that the report will be submitted after the driveway is placed. Chapman also asked if  
11 the dumpster will be enclosed, Bouchard confirmed that it will be enclosed.

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13 Commissioner Leuty inquired about the Township Engineer recommendation for an ADA ramp. It is not  
14 where he expected to see it. Bouchard recommended obtaining clarification from the applicant and  
15 engineer on placement of the sidewalk ADA ramp. Kowalski cautioned that the ADA ramp will need to be  
16 thicker to accommodate the delivery traffic.

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18 Commissioner Cook inquired about the delivery loading and loading layout and the ability for the site to  
19 support offloading from semi-trucks. He also inquired about the location of the underground storm water  
20 storage tanks. Nagler confirmed the location of the tank under the parking lot. It was also asked if all the  
21 existing pavements would be removed, the applicant

22  
23 Commissioner Mihelich inquired about external racks; he generally sees them in the outside the building  
24 lot. The property Developer, Scott Knowlton stated that the racks will be kept indoors when not being  
25 utilized.

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27 Knowlton inquired to Fire Marshal Kowalski about the best way to provide documentation of Internal  
28 Controls in place to keep the Fire Lane clear. Fire Marshal Kowalski stated that a letter on Dollar General  
29 letterhead would be sufficient.

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31 Upon motion of Cook, supported by Hartsough, and unanimous roll call vote, the Planning Commission  
32 approved the site plan for the proposed Dollar General store at 803 W. Mosel as presented in the revised  
33 site plan.

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35 **11. Open Discussion – Members of the Audience**

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37 None.

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39 **12. Report of the Township Board Representative**

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41 Commissioner Leuty reported that the Township Board of Trustees approved the Zoning Ordinance Text  
42 Amendment and approved a resolution allowing for driveway access on Ravine road.

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44 **13. Report of the Township ZBA Representative**

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48 **14. Comments from Planning Commission Members**

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Commissioner Chapman inquired about funding for parks from the State of Michigan. Commissioner Hartsough inquired about sidewalks on Nichols, Township Manager Mitchell stated that the Township has widened the side of the road to four feet to allow for safer pedestrian and bike passage. Nagler

**15. Report of the Township Planner**

None.

**16. Report of the Township Zoning Administrator**

None.

**17. Report of the Township Attorney**

None.

**18. Adjournment**

There being no further business to come before the Planning Commission, the August 25 2021 Planning Commission Special meeting was adjourned at 6:16 p.m.

**SYNOPSIS OF ACTIONS**

The Kalamazoo Township Planning Commission undertook the following actions at the August 25, 2021 Planning Commission Special meeting:

- 1. Approval of the the site plan for the proposed Dollar General store located at 803 W. Mosel.

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Christopher Mihelich, Secretary