



**PLANNING COMMISSION  
MEETING AGENDA  
THURSDAY AUGUST 01, 2024 6:00 PM**

**Location: Kalamazoo Charter Township Hall, 1720 Riverview Drive, Kalamazoo, MI 49004**

**AGENDA:**

- 1) Call to Order
- 2) Roll call and recognition of visitors
- 3) Approval of the agenda for the August 01, 2024 meeting.
- 4) Approval of the minutes for the July 11, 2024 meeting.
- 5) Public Comment #1 (3-minute limit)
- 6) Scheduled Reviews: None.
- 7) Public Hearings: None
- 8) New Business:
  - a. 2309 N. Burdick – “The Closet Company” – Site Plan Review [Action Item]
  - b. Kalamazoo Charter Township Zoning Ordinance Update – Housing Focus [Discussion Item]
- 9) Continuing Business: None
- 10) Public Comment #2 (3-minute limit)
- 11) Communications: None.
- 12) Report of the Township Board Representative
- 13) Report of the Township Zoning Board Representative
- 14) Planning Commission Member Comments
- 15) Report from Township Staff Members
- 16) Adjournment

The public may attend this meeting for your information and comments. Please contact the Planning & Zoning Department if you have any questions at (269) 381-8085.

Kalamazoo Charter Township Planning Commission  
Minutes of Regular Meeting of July 11, 2024

A regular meeting of the Kalamazoo Planning Commission was conducted on July 11, 2024, commencing at 6:00 p.m. at the Township Hall

Present were:

- Fred Nagler, Chairperson
- Warren Cook
- Chris Mihelich
- Steve Leuty
- Bill Chapman
- Michael Seals
- Denise Hartsough

Also, present were Township Planning Consultant Danielle Bouchard; Township Fire Marshal Todd Kowalski; Township Attorney Roxanne Seeber; and 3 additional members of the audience.

**ROLL CALL AND RECOGNITION OF VISITORS**

The Chairman called the meeting to order and called the roll.

**APPROVAL OF AGENDA**

Cook moved, supported by Chapman, to approve the agenda for the meeting as presented. The motion passed unanimously.

**MINUTES OF JUNE 6, 2024 MEETING**

The minutes of the June 6, 2024 meeting had been submitted to the members in their packets. Hartsough noted that she had sent in typo corrections and grammatical changes prior to the meeting. Seals moved, supported by Chapman, to approve the minutes with the typo corrections and grammatical changes previously sent in by Hartsough. The motion passed unanimously.

**NEW BUSINESS**

*City of Kalamazoo West Main Hill Neighborhood Plan—Initiation.*

Jace Slaby, Neighborhood Activator with the City of Kalamazoo addressed the initiation of the West Main Hill Neighborhood Plan. She commented that there are 3 blocks of the Township within the boundaries of the West Main Hill neighborhood. WMU is undertaking a new campus master plan and will be participating in the project. She was inviting Kalamazoo Township to be part of the process. There was an upcoming meeting with Oshtemo and another with Kalamazoo College. They all want to be part of the process and there may be separate meetings or joint meetings coming up in the future.

WMU is removing Valley 3 dorm and will be replacing it, followed by Valley 1 and Valley 2. She noted that there are a lot of students and others using the West Main area “back door” access to this area. Their biggest plan was to make a more inviting and more formal entrance in the area, which would be well lit and secure. Hartsough cautioned about traffic in the residential areas with a more formal entrance. Slaby indicated that it would be safer. There was a meeting on August 8, 2024 at 6:30 p.m. with the location to be determined later.

1 The City, Road Commission and city staff would also be discussing pedestrian and safety improvements  
2 on West Main Street. MDOT was planning on new pedestrian refuge islands near Drake and W. Main.  
3 There was also a plan to make downtown roads two-way. Slaby felt that this would make all travelers feel  
4 safe. The two-way street conversion, she said was 5 to 10 years out. The city did just have to repair a  
5 water main break. She recognized that there was a cost savings when other improvements, such as  
6 underground utilities, were needed or planned.

7  
8 Hartsough noted that there are properties east of Gilkison that are in the Township but are members of  
9 the West Main Hill Association’s neighborhood bylaws. She also indicated that all of Westwood was  
10 located in Kalamazoo Township. Slaby indicated that a representative of Kalamazoo College was also  
11 on the committee. The City would be producing a survey within the next couple of weeks. She asked the  
12 Planning Commission members to support the survey and promote it.

13  
14 Leuty remarked about changing boundaries and how the definitions of West Main Hill Neighborhood  
15 Association verses Westwood came up. He commented that in some places they overlap. Slaby stated  
16 that there would be yard signs with QR Codes on them. Slaby tried to explain the general boundaries  
17 that she was dealing with. It is basically Oakland/West Main intersection near the Walgreens and Dairy  
18 Queen down Stadium to Drake and West Main up to Drake.

19  
20 Leuty commented that downtown all the way almost to Piccadilly had nonmotorized pathways. The  
21 Township was hoping to get the last couple of areas done this year. It was important, he said, to note  
22 that the Township had made an effort to provide nonmotorized pathways to areas under its control. He  
23 advised that curbs and gutters are not compatible with ADA requirements. Slaby noted that the City had  
24 received a \$15 M grant to address what she called the “punch bowl” area. Hartsough commented that  
25 there had been issues with neighbors using the “back door” way through West Main area to Western  
26 Michigan University.

27  
28 **CONTINUING BUSINESS**  
29 *3625 Douglas Avenue Special Land Use*

30  
31 The Chairman noted that the public hearing on the application for adult foster care group home at 3625  
32 Douglas Avenue was still open. He asked if any members of the audience wished to speak on it. Jackie  
33 Jones, 3826 Ottawa, stated that she has known the owner to maintain a neat and orderly home. She was  
34 in favor of the application. The Chairman closed the public hearing.

35  
36 Bouchard outlined the process that had already taken place including the Planning Commission’s prior  
37 approval for the use in 2021. As there had not been any significant progress at the site, the special use  
38 had expired. The property had been rezoned to RM2 in order to permit the use as an Adult Foster Care  
39 Large Group Home. She stated that the use was not explicitly listed in the Zoning Ordinance. Upon  
40 conversation with the applicant and the legal team, the application could move forward under the “large  
41 group home” provisions in the RM2 section of the ordinance.

42  
43 Cook voiced concern that the use was more “transition housing” than a state-certified large group home.  
44 He felt that transition housing was very different and warranted a separate definition. He wanted to  
45 ensure that the minutes reflected that the Planning Commission was proceeding under the “large group  
46 home” provision while recognizing that the type of housing being proposed was not exactly what the  
47 proposed use was. Bouchard indicated that the important words in the ordinance were “similar use”.  
48 She recognized that there was no permission for the transitional housing and she indicated a willingness

1 to consider a text amendment for this type of use. Hartsough agreed with the idea of adding a transitional  
2 housing definition and section in the ordinance. Cook recognized that there didn't appear to be a choice  
3 at the present time, but warned that there were likely more of these types of uses coming to the Township  
4 in the future.

5  
6 Bouchard provided a brief refresher of the prior memo addressing the standards for special land use. She  
7 stated that the applicant should provide information as to whether there was outdoor storage, proposed  
8 hours of operation and times that staff would be present. Landscaping, she said, did not present a big  
9 issue because the west side of the site and that portion adjacent to the roadway was heavily wooded.  
10 The site, she said, was zoned and planned for residential uses. She was recommending continuation of  
11 the existing zoning for single and two-family uses. She asked Kowalski to address fire safety concerns.  
12 Bouchard next addressed the impact on traffic, indicating that it did not appear that there would be a  
13 significant amount of additional traffic. The zoning staff recommended approval with clarification from  
14 the applicant on those few issues. Bouchard stated that it would appear that there are 4 bedrooms in  
15 the structure and that there was only small additional space for employees. She asked how many  
16 residents and staff would be on site when fully operational.

17  
18 Kowalski stated that he had spoken with the architect in the morning. They were working on a site plan  
19 or an amendment to a site plan. There were 9 total residents, two in each bedroom and a separate  
20 sleeping room for staff. There was no overnight staff planned. A city water project on Douglas is in  
21 process and he had suggested the architect contact the City about perhaps moving one of the 7 planned  
22 fire hydrants closer to the site. There were no issues with FDC or locations of hydrants. It was treated  
23 like a regular live-in house for fire purposes and met the standards as such. Seals wished to clarify that  
24 there would not be a lot of visitors to the site, as that would perhaps cause more traffic congestion. The  
25 applicant, Pamela Coffey, stated that there was a maintenance man that would be there occasionally, and  
26 that while there may be children visiting at some time, she did not expect a great deal of additional  
27 visitors. She stated that there is an existing shed, which would be used for the storage of the lawnmower  
28 and tools.

29  
30 Seals moved, supported by Chapman, to approve the special use application pending receipt of final site  
31 plan and adherence to recommendations of the Fire Marshal for fire protection needs. The motion passed  
32 unanimously.

### 33 34 **SITE PLAN REVIEW**

35 Bouchard commented that the old site plan had been submitted and considered. There were a number  
36 of minor updates to be made by the architect. It showed 4 sleeping areas, 2 spaces and one for each  
37 employee at the largest shift with a potential for two employees on the site during the shift change. There  
38 are 7 parking spaces with one ADA space available. She suggested that the applicant move the two parking  
39 spaces fronting on Douglas to improve maneuverability. She also suggested adding a bike rack on the site  
40 for residents. The layout, construction and surface water drainage had been pre-approved in 2021. New  
41 paving on the site would create additional impervious surface and drainage changes would have to be  
42 approved by the township engineer. The applicant, Bouchard stated, was planning on adding 7 trees.  
43 She commented on the number of mature trees. She recommended approval of the site plan with the  
44 addition of the bike rack, approval of new pavement by the township engineer, and any comments that  
45 the Fire Marshal may have.

46  
47 Leuty inquired about the number of occupants vis-a-vis parking. Bouchard stated that the guideline they  
48 followed was .5 per bedroom for adult foster care. There may be a few more, if each resident has a car.

1 Leuty commented that at the May 6, 2021 Planning Commission meeting, the applicant had stated that  
2 there would be 4 rooms with 10 occupants. Now it is nine occupants with two staff members. There may  
3 be people working different shifts. He questioned the fence between the building and the apartments.  
4 The applicant stated that she had been advised that some of the greenage could be used instead of a  
5 fence. If that was the case, Bouchard said, the fencing should be removed from the site plan.

6  
7 Cook moved approval of the site plan with the following conditions:

- 8 • identify the number and type of screening trees on the south property line;
- 9 • addition of bike rack;
- 10 • update the old site plan with current dates and signatures;
- 11 • include width of all internal drives on the site plan;
- 12 • show existing trees and vegetation on the site plan;
- 13 • show existing or proposed trash receptacles on the site plan if additional receptacles other than  
14 a standard residential trash bin was going to be used;
- 15 • adherence to any recommendations made by the Fire Marshal.

16 Seals seconded the motion. Nagler stated that it appeared that during construction there may be entry  
17 into the adjoining property such that a license to use it would be necessary. At the very least, he said,  
18 notification should be made to the adjoining property owner of concrete removal. The motion passed  
19 unanimously.

20  
21 **PUBLIC COMMENT**

22 None.

23  
24 **COMMUNICATIONS**

25 None.

26  
27 **REPORT OF THE TOWNSHIP BOARD REPRESENTATIVE**

28 Leuty indicated that a Township newsletter had been included in tax bills. A previous listing of email  
29 addresses had accidentally been deleted by a prior staff person. As such, the newsletter invited residents  
30 to provide an email address if they wished more frequent updates.

31  
32 Leuty also reported that the Barney/Mosel rezoning had been approved by the Township Board and that  
33 that water surcharge to Township residents had been removed because the water system now belonged  
34 to the City. He also reported that an updated fire contract with Parchment had been approved. The  
35 Township offices would be closed on Fridays through the summer as well, he said.

36  
37 Finally, Leuty reported that the redevelopment ready resolution had been passed by the Township Board.

38  
39 **REPORT OF THE ZONING BOARD OF APPEALS REPRESENTATIVE**

40 Nagler reported no activity from the Zoning Board of Appeals and no upcoming meetings.

41  
42 **PLANNING COMMISSION MEMBER COMMENTS**

43 Hartsough commented favorably on police traffic enforcement near the school. She stated that the bike  
44 path on Nichols Road is not conducive to two-way traffic and it has gotten to be very sandy and dangerous  
45 for bikes.

1 Chapman commented on the dangers of riding a bike down West Main Hill at a high rate of speed. He  
2 commented favorably on the National Association for the Blind Conference that he had recently attended.  
3 Apps were stressed as highly user-friendly and available wherein a person could ask about schools, price  
4 ranges, neighborhood facilities and the like and get it nearly immediately. There were many updates and  
5 new information that can be accessed via apps. He advised that the apps could be a good marketing tool  
6 to invite more people to purchase homes in the area. There are now apps that can read tactile maps and  
7 braille maps out loud.

8  
9 Seals invited members to attend the Black Arts Festival in Bronson Park on Saturday. Cook inquired as to  
10 whether the adjoining jurisdictions talk to each other regarding roads and underground utility projects.  
11 Seals indicated that when he worked at Consumers, it was policy to meet with municipalities and  
12 businesses before undertaking big projects. He referred to the project at Cedar and Walnut, in which all  
13 the utilities and road work had been done at the same time and underground utilities provided.

14  
15 **REPORT OF TOWNSHIP STAFF MEMBERS**

16 Bouchard stated an intention to schedule a work session on uses, definitions and regulations in the Zoning  
17 Ordinance.

18  
19 **ADJOURNMENT**

20 Upon motion of Chapman, supported by Hartsough and unanimous voice vote, the meeting was  
21 adjourned at 7:45 p.m.

22  
23  
24 Respectfully Submitted,

25  
26  
27  
28 Roxanne C. Seeber, Recording  
29 Secretary

30  
31 Synopsis of Actions

32  
33 At its meeting of July 11, 2024, the Charter Township of Kalamazoo Planning Commission undertook the  
34 following actions: :

- 35 1. Heard West Main Hill preliminary ideas and planning from the City of Kalamazoo.  
36 2. Approved special use and site plan for “healthy house” at 3625 Douglas.



# Memorandum

**TO:** Kalamazoo Charter Township Planning Commission

**FROM:** Kyle Mucha, AICP – Senior Planner  
Danielle Bouchard, AICP – Principal Planner

**SUBJECT:** 2309 N. Burdick Street – Site Plan Review #2

**DATE:** July 18, 2024

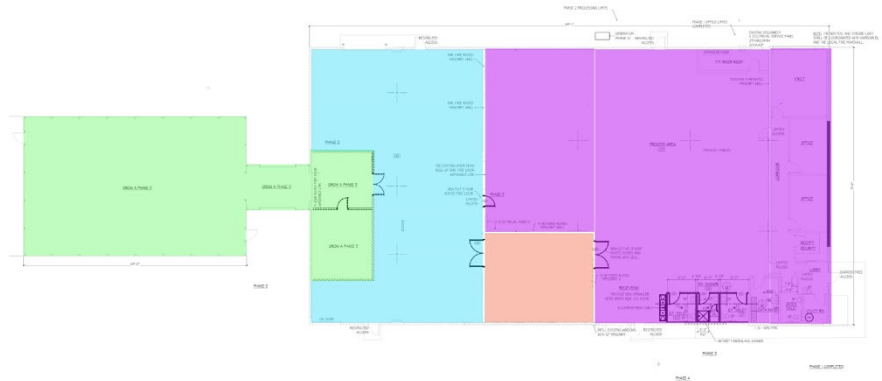
The applicant, Adam Tucker, proposes to convert a portion of the existing facility into a separate use for the purpose of cabinet manufacturing.

## OVERVIEW

The subject site, 2309 North Burdick Street, currently operates as a marijuana grow facility. The property owner/applicant, proposes to lease a portion of the underutilized industrial building of 10,640 square feet, for cabinet manufacturing (approximate area shown in purple on the second image).

The site is located within the I-2, General Industrial District and is approximately 1.18 acres in size. The proposed use of wood product manufacturing is classified as a permitted use within the I-2 District.

The following review has been conducted based on the Kalamazoo Charter Township Zoning Ordinance and the revised site plan dated July 16, 2024.



## EXISTING AND SURROUNDING CONDITIONS

The site is located along the western portion of North Burdick, south of West Mosel. The surrounding properties are zoned I-2, General Industrial. The site has cross-access to the marijuana retail operation, located to the south of the subject property.



## RECOMMENDATION

The revised plan set, dated July 16, 2024 moderately meets the requirements of the Kalamazoo Township Zoning Ordinance. Therefore, we find that the plan set can be approved, **subject to the following conditions:**

1. The Kalamazoo Township Planning Commission accepts the proposed landscaping plan, as it pertains to general site landscaping and parking lot landscaping, in accordance with the provisions of Section 5.07.
2. A dumpster enclosure/screening is constructed, in accordance with Section 2.22 of the Township Zoning Ordinance. Further, such construction of enclosure to be completed by December 31, 2024.
3. Any other comments as presented by the Township Fire Marshal.

Please feel free to contact Kyle Mucha, AICP at [kmucha@mcka.com](mailto:kmucha@mcka.com) regarding this review.

Respectfully,

**McKenna**

Kyle Mucha, AICP  
Senior Planner – Township Zoning Administrator





## SITE PLAN REVIEW CRITERIA

The following analysis is conducted per the provisions as established in Section 26.02 of the Township Zoning Ordinance.

### A. Floodplain

The subject site does not appear to be located within a known floodplain area. The applicant does not propose any building expansion.

### B. Schedule of Regulations

Article 25 of the Kalamazoo Township Zoning Ordinance regulates lot area, dimensions, and setback requirements for structures. The following table reviews the I-2 District Standards to that proposed by the applicant.

District: I-2 General Industrial	Min. Lot Area (sq. ft.)	Maximum Height	Front Setback	Side Setback	Rear Setback	Maximum Lot coverage
Standard	43,560	45'	50'	30'	50'	75%
<i>Existing</i>	<i>51,400</i>	<i>24'</i>	<i>*40'</i>	<i>*16'</i>	<i>54'</i>	<i>&lt;75%</i>

\*The applicant proposes to permit the occupancy of a portion of the existing structure. It is noted that the existing structure does not meet the current front or side yard setbacks for the district. However, the initial building in which the proposed use is to be located was constructed in 1954, which pre-dates the Township Zoning Ordinance. Because of this, the building is considered a legal non-conforming. Based on the submitted documentation by the applicant, no exterior modifications are proposed as it relates to this building. Should any exterior additions or modifications be proposed, such alterations would be subject to further review of the *current* Township Zoning Ordinance.

**Compliance:** Given that the building is a legal non-conforming structure, the Township Zoning Ordinance setback requirements are satisfied.

### C. Off-Street Parking

#### Required Parking

Section 4.01(D)(6) of the Kalamazoo Township Zoning Ordinance requires one (1) space per 750 square feet of gross floor area for uses that are considered “*general industrial or manufacturing*”. The Zoning Ordinance defines Gross Floor Area as the following:

*The total area of a building measured by taking the outside dimensions of the building at each floor level intended for occupancy or storage.*

Township Assessing records indicate the following floor area for the subject property:

- i. Building A: 10,640 sq. ft.
- ii. Building B: 1,360 sq. ft.
- iii. Building C: 2,776 sq. ft.
- iv. *Subtotal: 14,776 sq. ft.*

Based at the above building size, a total of 20 spaces is required for general manufacturing. The site plan notes 28 spaces, two (2) of which are shown to be compatible with ADA standards. Given that the site has over the minimum parking spaces required, no additional parking stalls are warranted at this time.



The applicant is advised that should the site be modified to include a different use than what is proposed within this review application, a new review would be required to ensure compliance with these standards.

**Compliance:** Subject to the restriping of the existing parking area, the off-street parking area count complies with ordinance provisions.

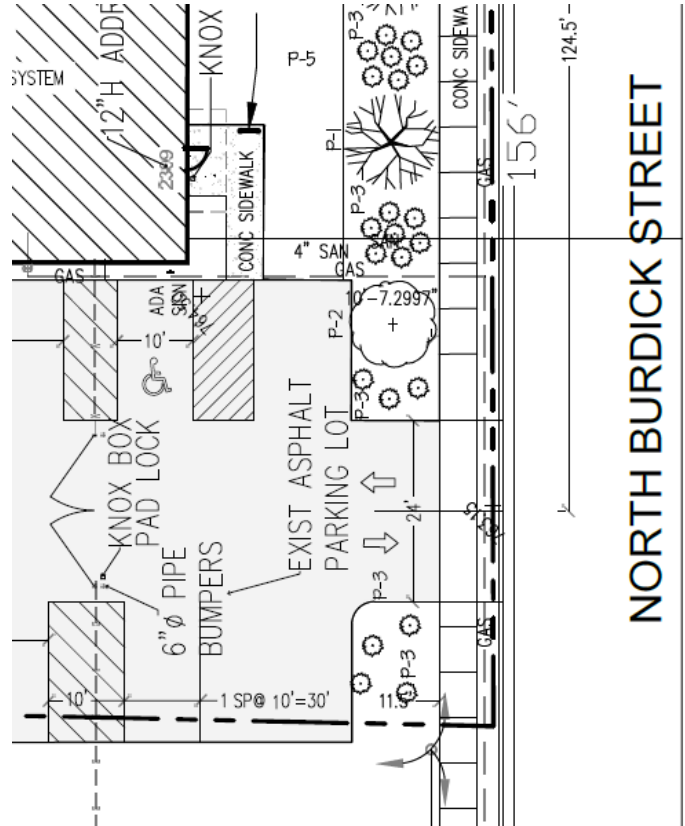
**General Requirements**

- i. **Within Yards.** *Off-street parking in industrial districts may only be located in a side or rear yard or non-required front yard, provided that all landscaping requirements in Article 5 are complied with.*

The applicant proposes to dedicate existing parking spaces for the proposed use. The revised plan set dated July 16, 2024 notes the removal of the formerly established parking spaces in the front yard.

The applicant's engineer states that both uses of the subject site will have access to the gate, located along the southern portion of the site. The plan set notes a Knox Box pad lock to be utilized for emergency access. Further review by the Township Fire Marshal will analyze emergency access requirements.

**Compliance:** the proposed removal of the front yard parking spaces appear to meet ordinance requirements.



- ii. **Bicycle Parking.** *Parking facilities for short and long-term bicycle parking shall be provided to meet the needs of the business or residential use.*

**Compliance:** A bicycle rack has been shown on the revised plan set, which meets the requirements of Section 4.01.C.5 of the Zoning Ordinance.

**Layout & Construction**

Off-street parking facilities containing four (4) or more spaces shall be designed, constructed and maintained in accordance with the following:

- i. **Dimensions.** *The minimum width of parking spaces shall be 9.0 feet with a wall depth of 18.5 feet. The minimum drive aisle width shall be 24 feet. The site plan notes parking spaces to be a*



minimum of 18.5 feet in length and approximately ten (10) feet in width, with a drive aisle width of 24 feet. This is compliant with Ordinance requirements.

- ii. **Ingress/Egress.** The site plan notes a primary access point along the eastern portion of the site, fronting N. Burdick Street. A secondary access/fire lane is located towards the southwest of the facility, connecting to 2233 N. Burdick.
- iii. **Surface and drainage.** *All off-street parking areas, access lanes, driveways and other vehicle maneuvering areas shall be hard-surfaced with concrete or plant-mixed bituminous material. porous paving materials may be permitted at the discretion of the Planning Commission, provided that installation and maintenance plans are in accordance with the manufacturer’s guidelines. A written maintenance plan must be submitted for the Planning Commission’s review.*

The site plan notes the use of the existing asphalt parking area. The applicant’s engineer notes no changes to onsite drainage.

**D. Off-Street Loading Facilities**

*Off-Street loading areas shall be located to the rear or side of the building being served such that it is screened from view from adjoining roads (Section 4.02.B). Loading spaces shall be a minimum of ten (10) feet in width and fifty (50) feet in length.*

The site plan notes a dedicated 10-foot by 50-foot loading area adjacent to the building, located on the southern elevation. However, given that the applicant proposes a new, additional use on the site, further clarification as to the loading area was requested. The applicant’s engineer indicated in their response letter that “no additional loading area needed for proposed use, daily deliveries will be coordinated to avoid conflicts”. Given the size of the existing facility, only one (1) loading space is required per the Zoning ordinance.

**Compliance:** the existing loading space meets the provisions of the ordinance.

**E. Landscaping Plan**

In accordance with Section 5, Landscaping and Screening, the site is required to have the following landscaping:

Landscaping: General Requirements	Requirements	Site Plan Conditions	Compliance with Ordinance Standards
General Landscaping Ratio	1 tree per 3,000 sq. ft. of unpaved open area	Not Listed	*
Landscaping Adjacent to Roads	1 tree per 40 ft. (D) 1 tree per 100 ft. (O) 8 shrubs per 40 ft.	156 Ft. Frontage: 4 Deciduous – 3 shown 2 Ornamental – 3 shown 32 Shrubs - 35	<b>Yes</b>



Berms In Front Yard	Maximum of 3 ft. height	None	Not Applicable
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\*The revised plan notes a green space area of approximately 20.1% of the site area. No square footage calculation has been provided. Additionally, no tree count has been submitted to ensure compliance with the 1:3,000 (one tree to 3,000 square feet) ratio.

The Planning Commission will need to make a determination that the existing vegetation as it pertains to the aforementioned ratio is adequate. Per Section 5.07 – Modifications to Landscaping Requirements – the Planning Commission may modify specific requirements outlined within.

**Parking Lot Landscaping**

In addition to required landscaping, all off-street parking areas shall be landscaped as follows:

Parking Lot Landscaping	Requirements	Site Plan Conditions	Compliance with Ordinance Standards
General Landscaping Ratio	30 sq. ft. per parking space  *28 parking spaces = 840 sq. ft.	0 sq. ft.	No
Minimum Planting Area Width	9 feet	15 feet	Yes
Deciduous or Evergreen Trees	One (1) shade tree per 10 vehicle parking spaces in the lot – 28 spaces equals 3 shade trees	0	No

**Compliance:** the applicant does not propose any expansion of parking spaces; the applicant proposes to remove the parking spaces currently located in the front yard area (eastern property boundary). In accordance with Section 5.07, the Planning Commission will need to make a determination that the existing landscaping on the subject site is adequate. As a reminder, the building pre-dates the existing zoning ordinance.

**Irrigation**

In accordance with Section 5.02.K – Irrigation – *required landscaping shall be served by an in-ground irrigation/sprinkler system. The Planning Commission may approve an alternate irrigation system provided that all landscape material is within one hundred (100) feet of a spigot.*

The plan notes that existing landscaping is within 100 feet of a spigot, which is located at the northeast corner of the building.

**F. Lighting**

The site plan does not include a photometric reading. The applicant’s engineer notes no changes to existing site lighting at this time. Should site lighting be modified or changed, further administrative review can be conducted to ensure compliance with Township standards.



### **G. Stormwater**

Stormwater calculations and review will be conducted by the Township Engineer. Due to the fact that no exterior changes are intended as part of this review (such as the addition of more impervious surfaces), it is not likely that stormwater changes will be needed.

### **H. Sidewalks**

Section 2.18.A. of the Township Zoning Ordinance requires sidewalks to be constructed with any new or (re)development. The subject site currently has a public sidewalk along North Burdick; therefore, this provision has been satisfied.

### **I. Trash Removal & Disposal**

The revised site plan notes an existing dumpster at the northwest portion of the subject property. No apparent provisions have been included for dumpster screening. In accordance with Section 2.22 of the Township Zoning Ordinance, the following regulations apply:

#### **I. Screening (Sec. 2.22.E)**

- a. *Dumpsters shall be screened on three sides with a permanent building, masonry wall or wood fencing, not less than six (6) feet in height. This provision has not been satisfied; proper dumpster screening is required.*
- b. *The fourth side of the dumpster screening shall be equipped with an opaque lockable gate that is the same height as the enclosure around the other three (3) sides. When not in use, enclosure gates shall be closed and locked. A lockable gate shall be provided.*

#### **II. Bollards (Sec. 2.22.F.)**

- a. *Bollards (concrete filled metal posts) or similar protective devices shall be required at the opening to prevent damage to the screening wall or fence. Bollards are required and shall be installed.*

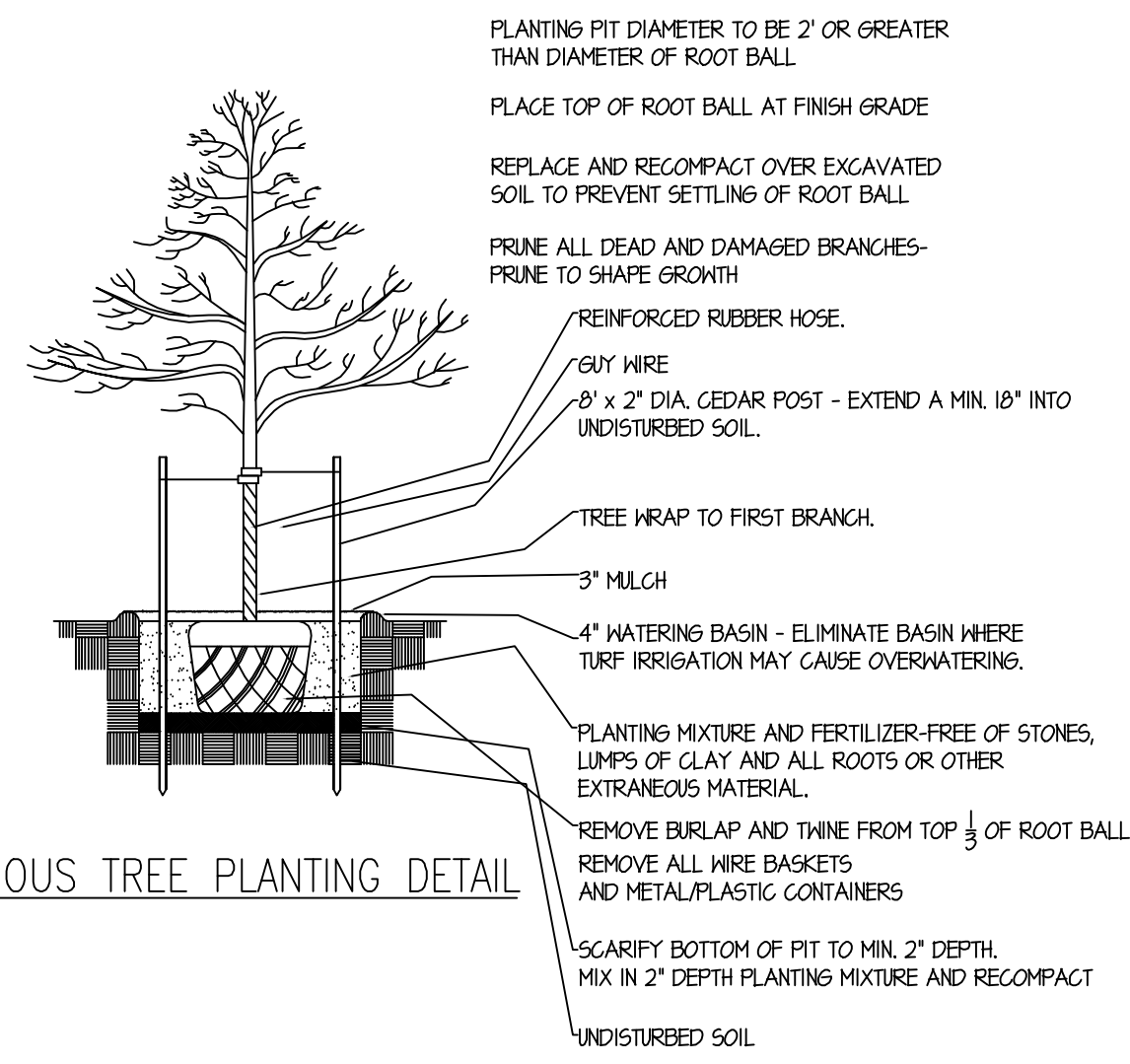
### **J. Screening**

Given the surrounding zoning classifications of I-2, Industrial, no additional screening is required at this time.

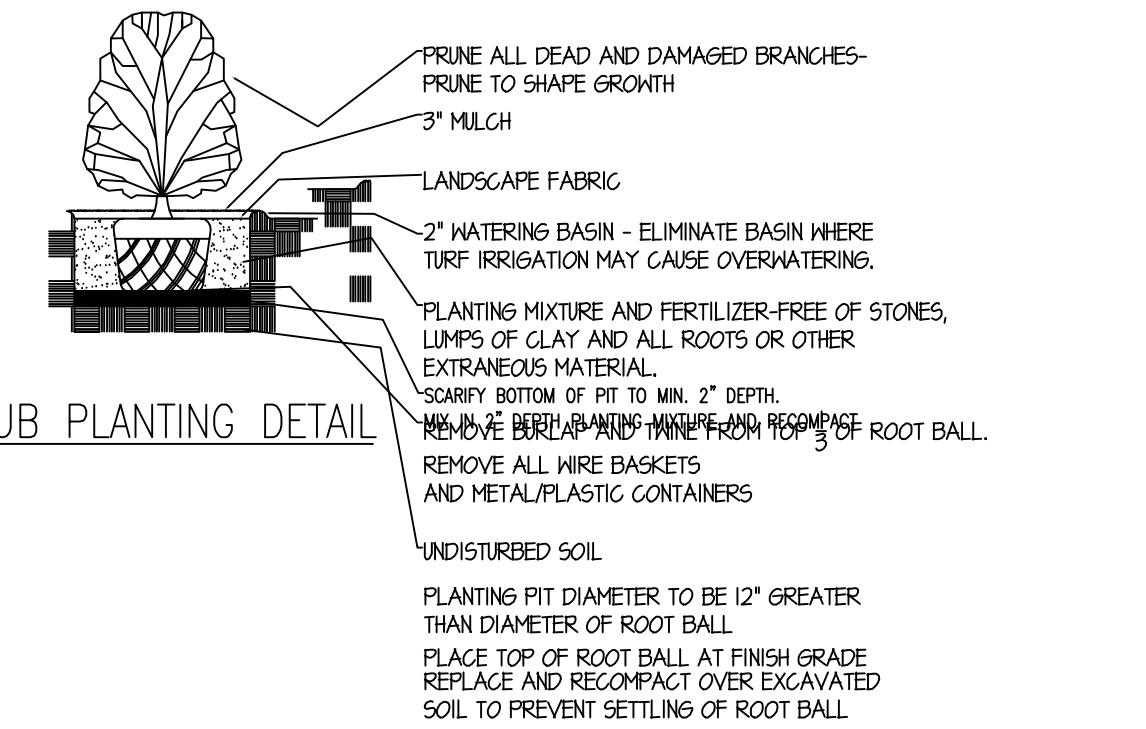
## **ADDITIONAL AGENCY REVIEW**

The Township Fire Marshal will provide additional comments regarding the site plan submission in a separate communication.





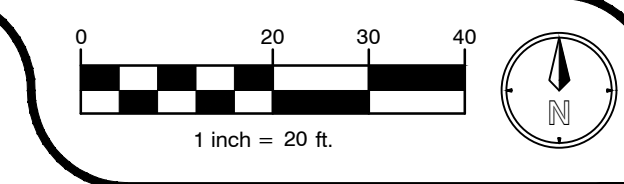
DECIDUOUS TREE PLANTING DETAIL



SHRUB PLANTING DETAIL

LANDSCAPE LEGEND	
	DECIDUOUS TREE - 2-1/2' CAL
	ORNAMENTAL - 1-1/2' CAL
	SHRUBS - 24\"/>

LANDSCAPE REQUIREMENTS	
LANDSCAPE ADJACENT TO ROAD - 10' LF FRONTAGE Total unpaved open area: 11,737 sft	
TYPE OF PLANT MATERIAL - MIN AMOUNT REQ. - EXISTING	
DECIDUOUS SHADE EVERGREEN	1 PER 40 LF + 3 (3 EXISTING)
ORNAMENTAL TREE	1 PER 100 LF = 2 (2 EXISTING)
SHRUBS	8 PER 40 LF = 24 (26 EXISTING)
Open Area	1 per 3,000sft = 4 (5 EXISTING)



PLANS PREPARED BY:

AR ENGINEERING  
CIVIL ENGINEERING & SURVEYING  
MICHIGAN | INDIANA | ILLINOIS | OHIO  
289.250.5911 PHONE | 888.569.0044 FAX  
www.arengineeringllc.com

DRAWN: sa0  
CHECKED: so

- ### SITE DATA
- PROCESSOR
- Property Owner: K200, LLC  
6937 East 42nd Street  
Indianapolis, IN 46226
  - Lessee: Master Equity Management  
Physical: 2309 N. Burdick Street  
PO Box: PO Box 2644, Kalamazoo, MI 49003
  - Sublessee: Homegrown Builders  
Physical: 2309 N. Burdick Street  
PO Box: PO Box 2554 Kalamazoo, MI 49003
  - Contact: Adam Tucker
  - Property Address: 2309 North Burdick Street  
PPN# 06-10-180-010
  - Engineer: AR Engineering  
Spencer O'Dell  
5725 Venure Park Dr.  
Kalamazoo, MI 49009  
Tel: 269-250-5991  
email: spencer@ARengineeringllc.com
  - Legal Description:  
LAND SITUATED IN THE TOWNSHIP OF KALAMAZOO, COUNTY OF KALAMAZOO, STATE OF MICHIGAN  
COMMENCING AT INTERSECTION OF WEST LINE BURDICK STREET & NORTH LINE SOUTHEAST 1/4 OF NORTHWEST 1/4 SECTION 10, THENCE ALONG WEST LINE SAID STREET 132.27 FEET FOR P.O.B., THENCE SOUTH ALONG SAID WEST LINE 156 FEET, THENCE WEST TO A POINT IN WEST LINE SOUTHEAST 1/4 NORTHWEST 1/4 WHICH IS 288 FEET SOUTH OF SAID NORTH LINE, THENCE NORTH ALONG SAID WEST LINE 156 FEET, THENCE EAST TO BEGINNING. 1.18A
  - Property Size: 44,928 sq. ft. 1.03 Acres.
  - Present Zoning: "I-2" General Industrial  
Proposed Use: Processor  
Adjacent Zoning: "I-2" General Industrial
  - Zoning Requirements:  
Maximum Building Height: 45 ft.
  - Setbacks:  
Front Yard - 50 ft.  
Side Yard - 30 ft.  
Rear Yard - 50 ft.
  - Building Code: Michigan 2015 Building Code.
  - Occupancy Use Group:  
"F1" - Factory- 4,400± sq. ft.  
"S1" - Warehouse- 4,400± sq. ft.
  - Building Construction Type: 5b--Automatic Fire Sprinkler
  - Proposed Building Roof Height: 24'-0"±
  - Land Usage:  
Building = 32.0%  
Pavement = 47.9%  
Green Space = 20.1%
  - Parking Requirements:  
Factory: (1) sq per 750 sq. ft. GFA  
14,776 sf/750 = 20 spaces.  
Parking provided: -(27) @ 10' x 18.5'  
(1) A.D.A. @ 10' x 18.5' + 8' aisle  
Total Parking Spaces = 28
  - Loading Area Required: (1) space 10'x50'x15'H
  - All Storm Water to remain on site.
  - All floor drains to be connected to Sanitary Sewer.
  - All Pavement markings & Traffic Signs shall conform to "MMUTCO", Current Ed.  
This Site is not located in a Flood Plain.
  - Signs: All Signs shall conform to Kalamazoo Township Zoning Code. A separate sign permit required prior to installation of any signs.
  - Site Lighting:  
Exterior lighting shall be wall mounted light fixtures (sharp cut-off type) complying with Kalamazoo Township Zoning Ordinance.
  - Landscaping: Shall conform to Kalamazoo Township Zoning requirements.
  - Appropriate Permits to be obtained from Kalamazoo Township prior to commencement of any work.
  - Hours of Operation: 24 hours or maximum allowed.
  - Days of Operation: 7 days/ week.
  - Number Employees: 20 Total - 7 to 10 per shift.
  - No proposed changes to onsite drainage.

No.	ISSUED FOR:	DATE	BY:
0	SITE PLAN REVIEW	06/06/24	so
1	TWP. COMMENTS	07/16/2024	so
2			
3			
4			

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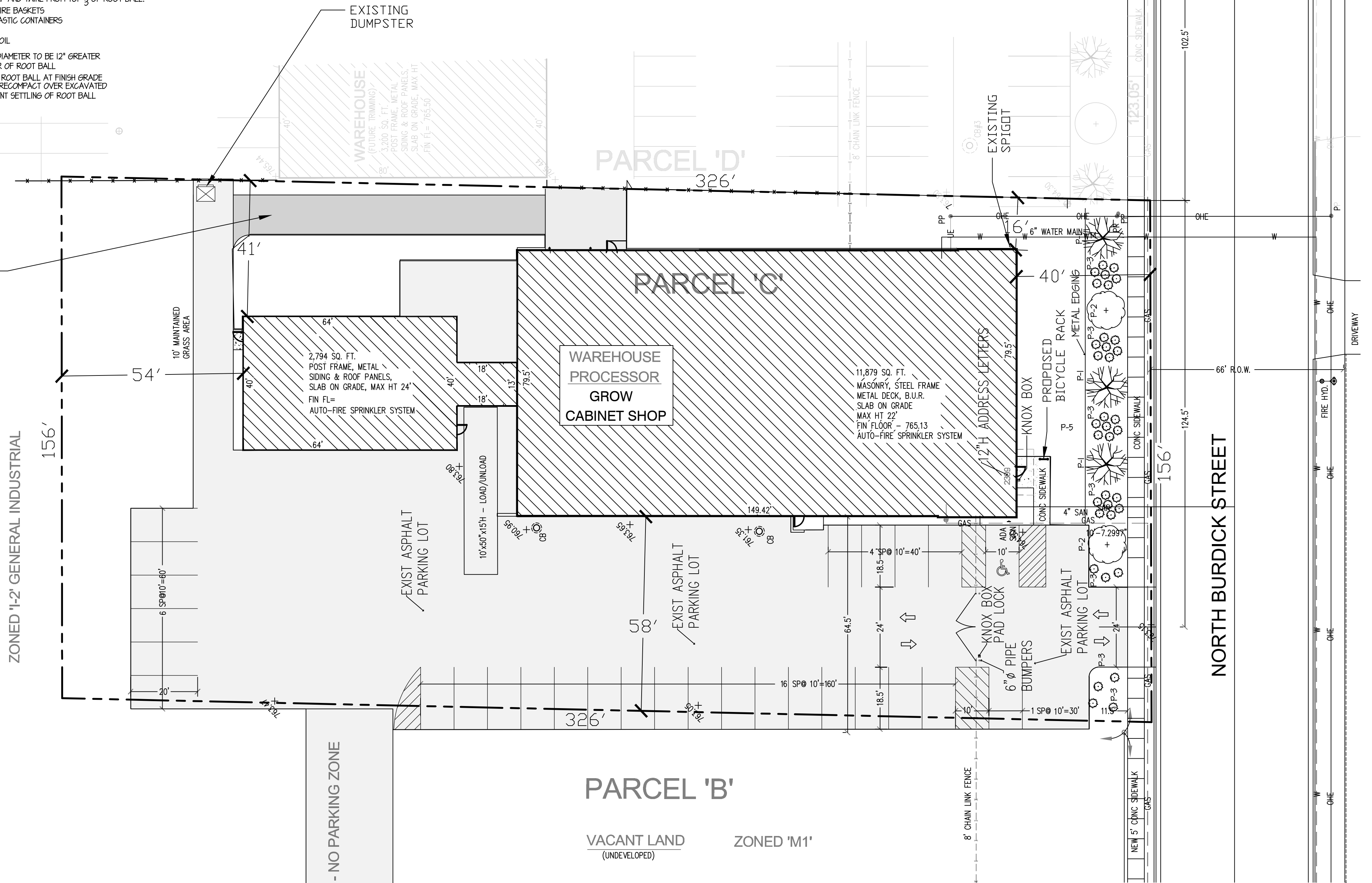
**SITE LAYOUT AND LANDSCAPING**  
THE CLOSET COMPANY  
BURDICK INVESTMENT GROUP  
2325 N. BURDICK ST.  
SECTION 10, T02S, R11W

SHEET TITLE:  
PROJECT:  
CLIENT:  
SITE ADDRESS:  
SITE SECTION:

JOB NUMBER  
**24123002**

DATE  
**07/16/2024**

SHEET NUMBER  
**C1.0**



**FIRE LANE NOTE:** IF PARCEL "B" IS SOLD PARCELS "A" & "C" MUST PROVIDE FIRE APPARATUS TURNAROUND

**GENERAL NOTES:**

- FACILITY HOURS OF OPERATION OF OPERATION: 24 HOURS A DAY, 7 DAYS A WEEK.
- ALL SIGNAGE AND ADVERTISING SHALL COMPLY WITH APPLICABLE PROVISIONS OF CITY KAL. ORDINANCES & CODES.
- SECURITY MEASURES SHALL COMPLY WITH REQUIREMENTS APPLICABLE RULES & REGULATIONS GOVERNING AUTHORITIES.
- FACILITY SHALL HAVE FIRE SUPPRESSION SYSTEM.
- WASTE MANAGEMENT - SHALL INSTITUTE AND EMPLOY WASTE MANAGEMENT PROTOCOLS AND PRACTICES THAT COMPLY WITH APPLICABLE RULES AND REGULATIONS REGARDING DISPOSAL OF MARHUANA.
- NO MARHUANA SHALL BE DISPLAYED IN VIEW FROM THE OUTSIDE.
- ORDER CONTROL-NO EMISSION OF ORDER RESULTING IN DETECTABLE ORDER SHALL LEAVE FACILITY.

### Site Plan Application

1720 Riverview Drive  
 Kalamazoo, MI 49004  
 P. (269) 381-8080  
 F. (269) 381-3550  
 ktwp.org



<b>OFFICE USE ONLY</b>	
Date:	_____
Case #:	_____
Fee:	_____

#### APPLICANT

Contact Person - Adam Tucker		
Business Name (if applicable) – Master Equity Management	Email tucker@cannamazoo.com	
Address - 2309 N BURDICK ST	Phone 574-540-1165	Cell Phone – 574-540-1165
City – Kalamazoo	State - MI	Zip Code - 49007

#### PROPERTY OWNER

Check here if same as above

Name – KZOO, LLC	Email indyboater@hotmail.com	
Address – 6937 E. 42 <sup>nd</sup> St.	Phone 317-679-0209	Cell Phone 317-679-0209
City - Indianapolis	State – IN	Zip Code - 46226

#### PROPERTY INFORMATION

Street Address – 2309 N. Burdick S.	Suite/Apt. #
Zoning District – I-1 industrial	Master Plan Designation - Industrial
Gross Acreage – 1.18AC	Parcel Dimensions – 156' x 288'

#### PROJECT INFORMATION

Project Name – The Closet Company	
Site Plan: <input type="checkbox"/> New or <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> PC Review or <input type="checkbox"/> Admin Review                      Other: _____	
Do the proposed uses require special land use approval? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Wireless Communication Facility & Co-Locations: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Project Description	

I (we), the undersigned, do hereby indicate that all information contained in this application, accompanying plans and attachments are complete and accurate to the best of my (our) knowledge.

6/6/2024

Adam Tucker

Date  
6/8/2024

Signature of Applicant  
*Bob Griffin*

Print Applicant Name  
Bob Griffin

Date

Signature of Property Owner

Print Property Owner Name





# Memorandum

**TO:** Kalamazoo Charter Township Planning Commission  
**FROM:** Kyle Mucha, AICP, Senior Planner/Township Planning Consultant  
**SUBJECT:** **Schedule of Regulations - Discussion**  
**DATE:** July 24, 2024

To Kalamazoo Charter Township Planning Commission;

Enclosed within your packet is the current Schedule of Regulations as it pertains to setbacks, lot size and lot width as described within the Township’s Zoning Ordinance. Below the current adopted Schedule, potential modifications have been shown in **red**, for preliminary discussion. These modifications are intended to remove potential barriers for housing expansion and development within the Township by reducing required lot size, setback provisions and increasing lot coverage.

Further, a few modifications to non-residential districts are proposed for consideration.

**Request**

During the August 1<sup>st</sup> meeting, it is requested that the Planning Commission discuss the proposed modifications to the Schedule of Regulations. This will be a discussion only and not a vote to recommend specific changes to the Township Board. This discussion plays a part in the overall ordinance update that is being undertaken.

Respectfully Submitted,

**McKenna**

Kyle Mucha, AICP  
Senior Planner/Township Planning Consultant



Section 25.02 - Schedule of Regulations									
District	Minimum Lot Dimensions	Maximum Structure Height (b)	Maximum Structure Height (b)		Minimum Required Setback			Minimum Usable Floor Area Per Unit (Sq. Ft.)	Maximum Coverage of Lot by All Buildings (%)
			Stories	Feet	(in feet) (c,d)				
	Area (a) (sq. ft.)	Width (feet)			Front Yard	Each Side Yard (f)	Rear Yard		
R-1, Single Family	20,000	100 (v)	2½	30	25 (g)	5 (g)	35 (g)	960 (o)	25%
R-2, Single & Two-Family	13,200 (e)	80 (e,v)	2½	30	25 (g)	5 (e,g)	35 (g)	750 (e)	25%
RM-1, Multiple Family	(h)	200(v)	2½	30	40	30	30	(l)	25%
					(g,i,k)	(g,i,j,k)	(g,i,j,k)		
RM-2, Multiple Family/Mixed Use	(h)	200 (v)	2½	30	40	30	30	(l)	25%
					(g,i,k,y)	(g,i,j,k,y)	g,i,j,k,y)		
RM-3, Residential Restricted	(h)	200(v)	4	45	40	30	30	(l)	25%
					(g,i,k)	(g,i,j,k)	(g,i,j,k)		
MHP, Mobile Home Park	(m)	(m)	(m)	(m)	(m)	(m)	(m)	(m)	(m)
C-1, Local Commercial	10,890	70	2	30	25	25 (u)	25	N/A	60%
C-2, Commercial Corridor	15,000	100	2	30	35	25(u)	25	N/A	60%
I-1, Light Industrial	21,780	100	2	40	50(p)	20 (o)	40 (o)	N/A	75%
I-2, General Industrial	43,560	150	2	45	50 (p)	30 (o)	50 (o)	N/A	75%
PUD, Planned Unit Development	(n)	(n)	(n)	(n)	(n)	(n)	(n)	(n)	(n)

SCHEDULE OF REGULATIONS FOR ACCESSORY BUILDINGS q,w						
District	Maximum Structure Height (b)		Minimum Required Setback (In Feet) s			Maximum Lot Coverage
	Stories	Feet	Front Yard	Each Side Yard	Rear Yard	
R-1, Single Family	l	15	r	5,z	5,z	t
R-2, Single & Two-Family	l	15	r	5,z	5,z	t
RM-1, Multiple Family	l	15	40	10	10	t
RM-2, Multiple Family/Mixed Use	l	15	40	10	10	t
RM-3, Residential Restricted	l	15	40	10	10	t
MHP, Mobile Home Park	m	m	m	m	m	m
C-1, Local Commercial	2	30	25	10	10	t
C-2, Commercial Corridor	2	30	35	10	10	t
I-1, Light Industrial	2	40	50	25	10	t
I-2, General Industrial	2	45	50	30	10	t
PUD, Planned Unit Development	n	n	n	n	n	n

Section 25.02 - Schedule of Regulations - CONCEPTUAL/DRAFT									
District	Minimum Lot Dimensions	Maximum Structure Height (b)	Maximum Structure Height (b)		Minimum Required Setback			Minimum Usable Floor Area Per Unit (Sq. Ft.)	Maximum Coverage of Lot by All Buildings
			Stories	Feet	(in feet) (c,d)				

	Area (a) (sq. ft.)	Width (feet)	Stories	Feet	Front Yard	Each Side Yard (f)	Rear Yard		(%)
R-1, Single Family	<b>10,890</b>	<b>80</b>	2½	30	25 (g)	5 (g)	35 (g)	960 (o)	<b>30%</b>
R-2, Single & Two-Family	<b>8,500</b>	<b>65</b>	2½	30	25 (g)	5 (e,g)	35 (g)	750 (e)	<b>30%</b>
RM-1, Multiple Family	(h)	200(v)	2½	30	<b>30</b>	<b>25</b>	30	(l)	<b>30%</b>
					(g,i,k)	(g,i,j,k)	(g,i,j,k)		
RM-2, Multiple Family/Mixed Use	(h)	200 (v)	2½	30	40	30	30	(l)	<b>30%</b>
					(g,i,k,y)	(g,i,j,k,y)	g,i,j,k,y)		
RM-3, Residential Restricted	(h)	200(v)	4	45	40	30	30	(l)	25%
					(g,i,k)	(g,i,j,k)	(g,i,j,k)		
MHP, Mobile Home Park	(m)	(m)	(m)	(m)	(m)	(m)	(m)	(m)	(m)
C-1, Local Commercial	10,890	70	2	30	25	25 (u)	25	N/A	60%
C-2, Commercial Corridor	15,000	100	2	30	35	25(u)	25	N/A	60%
I-1, Light Industrial	<b>10,890</b>	<b>80</b>	2	<b>45</b>	<b>40(p)</b>	20 (o)	40 (o)	N/A	75%
I-2, General Industrial	<b>21,780</b>	<b>100</b>	2	<b>50</b>	<b>40 (p)</b>	<b>25 (o)</b>	<b>45 (o)</b>	N/A	75%
PUD, Planned Unit Development	(n)	(n)	(n)	(n)	(n)	(n)	(n)	(n)	(n)