

# **PLANNING COMMISSION MEETING AGENDA**

## **August 3, 2023 THURSDAY 6:00 P.M.**

**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 3, 2023 meeting.
- #4 Approval of the minutes for July 6, 2023 meeting.
- #5 Public Comment (3-minute limit)
- #6 Scheduled Reviews:
  - 6a. Hillside Gravel – 2702 Ravine Road, annual inspection
- #7 Public Hearings:
  - 7a. 2016 N. Picher, Graphic Packaging – Fill Permit
- #8 New Business:
  - 8a. 2016 N. Pitcher, Graphic Packaging – Fill Permit
  - 8b. 3809 E. Michigan Avenue, Consumers Concrete – Building Rotation Site Plan Review
  - 8c. 2024-2029 CIP, presentation by Trustee Leuty
  - 8d. Master Plan, 63-day Comment Period
- #9 Old Business:
- #10 Open Discussion
  - 10a. Members of the Audience
- #11 COMMUNICATIONS: None.
- #12 REPORT OF THE TOWNSHIP BOARD REPRESENTATIVE.
- #13 REPORT OF THE TOWNSHIP ZBA REPRESENTATIVE.
- #14 COMMENTS FROM PLANNING COMMISSION MEMBERS.
- #15 REPORT OF THE PLANNER.
- #16 REPORT OF THE ZONING ADMINISTRATOR.
- #17 REPORT OF THE TOWNSHIP ATTORNEY.
- #18 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.

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**Charter Township of Kalamazoo**  
**Minutes of a Planning Commission Regular Meeting**  
**Held on July 6, 2023**

A regular meeting of the Charter Township of Kalamazoo Planning Commission was conducted on July 6, 2023, commencing at 6:00 p.m. at the Charter Township of Kalamazoo Hall.

**Call to Order:**

Chairman Nagler called the meeting to order at 6:00 p.m.

**Roll Call and Recognition of Visitors**

Nagler welcomed those in attendance.

**Present were:**

Denise Hartsough  
Christopher Mihelich  
Steve Leuty  
Pete Morrison  
Warren Cook  
Fred Nagler, Chairman

Also present were Township Planner Danielle Bouchard, Township Attorney Seth Koches, Fire Marshal Todd Kowalski, and ten (10) interested members from the public.

**Absent was:**

William Chapman

Upon motion by Mihelich, supported by Leuty, and unanimous vote, Chapman was excused from the meeting.

**Approval of the Agenda**

A copy of the meeting agenda was provided to the Commissioners in their agenda packets.

Upon motion by Cook, supported by Leuty, and unanimous vote, the agenda was approved as presented.

**Approval of the minutes for the June 1, 2023, regular Planning Commission meeting**

The item on the agenda was approval of the minutes of the June 1, 2023, regular Planning Commission meeting.

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2 A copy of the draft minutes of the June 1, 2023, regular Planning Commission meeting were  
3 provided to the Commissioners in the agenda packet. Hartsough recommended several revisions  
4 to the draft minutes.

5  
6 Upon motion by Hartsough, supported by Cook, and unanimous vote, the minutes of the June 1,  
7 2023, regular Planning Commission meeting were approved as revised.

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9 **Public Comment**

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11 None.

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13 **Scheduled Reviews.**

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15 None.

16  
17 **Public Hearings – 3809 E. Michigan Ave. – Consumers Concrete – Special Land Use.**

18  
19 The next item on the agenda was the public hearing to consider the request of Consumers  
20 Concrete (“applicant”) for special land use approval to operate a concrete block manufacturing  
21 plant at 3809 East Michigan Ave. Bouchard prepared a staff report, which was contained in each  
22 Commissioner’s agenda packet and summarized the report. The new facility is approximately  
23 38,850 square feet in size. This facility will include a 2,100 square feet area on the second story  
24 of the building which will be used for office space. Bouchard noted that truck traffic may double.

25  
26 Nagler opened the public hearing and invited any interested party to speak in support of or in  
27 opposition to the applicant’s request. Cynthia Garcia asked where the new facility will be located  
28 on the property. Garcia also expressed concern regarding increased traffic and potential dangers  
29 of speeding cars in the area. Michael Cunningham said that vehicles speed through that area on  
30 E. Michigan Ave. and discussed traffic issues and safety concerns. Hearing no additional public  
31 comment, Nagler closed public comment.

32  
33 **New Business.**

34  
35 **3809 E. Michigan Ave. – Consumers Concrete – Special Land Use.**

36  
37 The next item on the agenda was to consider the request of Consumers Concrete (“applicant”)  
38 for special land use approval to operate a concrete block manufacturing facility at 3809 E.  
39 Michigan Ave. Bouchard said the subject property is currently zoned I-2, General Industrial and  
40 is approximately 52.3 acres in size. Section 20.02.B.15 of the Township Zoning Ordinance  
41 classifies “concrete plants” as a special land use within the I-2 District zoning classification. The  
42 standards for granting special land use approval are contained in Section 26.03.C of the Township  
43 Zoning Ordinance. Bouchard summarized her staff report, which discussed each standard of  
44 approval. Bouchard discussed the compatibility of the proposed use with adjacent uses, noting

1 that the applicant should plant low profile vegetation along the existing lawn fronting E. Michigan  
2 Ave to better screen the property from the road. Bouchard discussed the applicant's request with  
3 the compatibility of the Township's Master Plan, noting that a concrete plant aligns with the  
4 intent of the Master Plan.

5  
6 Bouchard discussed the available public services at the subject property, noting that it is served  
7 with water, natural gas and electric power; but sewer is not available. The subject property is  
8 served with public road access. The Kalamazoo County Health Department will review proposed  
9 septic plans. The Township will provide police and fire protection services to the subject property.  
10 Stormwater plans are subject to the review of the Township Engineer. Bouchard discussed traffic  
11 impact, and noted that there may be a substantial increase in truck traffic and suggested that the  
12 Planning Commission should discuss whether to require a traffic study be performed as a  
13 condition of any approval. Bouchard discussed any potential detrimental effects and concluded  
14 that an environmental review is being completed. Bouchard said that a concrete plant will not  
15 have any detrimental effects on the economic well-being of the Township and that the proposed  
16 use is compatible with the natural environment. Bouchard said that the applicant's site plan  
17 depicts plans to improve the natural beauty of the property and implements energy efficient  
18 design elements.

19  
20 Next, Adam Hydema, the President of Consumers Concrete, addressed the Planning Commission.  
21 Hydema said that Consumers Concrete is a family business and the plans are to construct a new  
22 facility on the site. Hydema said that Consumers Concrete is a Michigan company and plans to  
23 use new technology in the new facility. Nagler confirmed the new structure's location on the  
24 subject property. The Commissioners discussed each standard of review contained in Section  
25 26.03.C regarding standards for granting a special land use request. The Commissioners discussed  
26 compatibility and felt it was satisfied. The Commissioners confirmed that the hours of operation  
27 of the new facility will be 7:00 a.m. – 7:00 p.m. Monday through Thursday. The Commissioners  
28 confirmed the proposed use is compatible with the intent of the Township's Master Plan. The  
29 Commissioners determined that the subject property was adequately served with public services.  
30 Hartsough discussed whether increased traffic may have a negative effect on the site. The  
31 Commission discussed whether obtaining a road study may be appropriate. Steve Fernot  
32 discussed traffic patterns on behalf of the applicant and prepared a visual presentation of the  
33 subject property, inventory yard and traffic patterns. Fernot discussed parking plans and  
34 confirmed the facility maintains about 8-10 employees. Fernot said that the curve on E. Michigan  
35 Ave. isn't ideal, but the applicant plans to essentially replace the existing facility, which has been  
36 operating for years, with a modern facility.

37  
38 Cook discussed the landscaping plans. Nagler confirmed that all water run-off was contained on  
39 site. Mihelich and Leuty agreed that a traffic study may be helpful. Nagler said that extra signage  
40 should be installed. The Commissioners confirmed that the applicant's request had no  
41 detrimental effects to the economic well-being of the Township and that the new facility was  
42 compatibility with the natural environment.

1 Upon motion by Cook, supported by Hartsough, and unanimous vote, the Planning Commission  
2 approved the request of Consumers Concrete, for special land use approval to operate a concrete  
3 block manufacturing plant at 3809 E. Michigan Ave., within the Township because the standards  
4 contained in Section 26.03.C of the Township Zoning Ordinance were satisfied, subject to the  
5 following conditions:

- 6
- 7 1. That the reduced parking plan submitted by the applicant is accepted as
- 8 presented;
- 9 2. Subject to the approval of the Township Engineer and Township Fire Marshal;
- 10 3. That the applicant requests the Kalamazoo County Road Commission install
- 11 appropriate traffic warning signs be posted on E. Michigan Ave. warning of
- 12 increased truck traffic;
- 13 4. That the hours of operation for the facility/site are 7:00 a.m. through 7:00 p.m.
- 14 Monday through Saturday.
- 15 5. That the applicant obtains all required approvals from all regulatory agencies.
- 16 6. Special land use approval is contingent upon site plan approval; and,
- 17 7. That any future expansion or development aspiration must return to the
- 18 Planning Commission to comply with future ordinance standards and land use
- 19 restrictions in effect at that time.
- 20

21 **3809 E. Michigan Ave. – Consumers Concrete – Site Plan Review.**

22

23 The next item on the agenda was site plan review for Consumers Concrete for a new 38,850  
24 square-foot concrete block manufacturing plant in order to increase efficiency and reduce carbon  
25 emissions. Bouchard prepared a staff report, which was contained in each Commissioner’s  
26 agenda packet, and summarized the report. Bouchard’s staff report included visual depictions of  
27 the new facility. Bouchard said that site plan review is subject to Section 26.02.F of the Township  
28 Zoning Ordinance. Bouchard discussed the proposed improvements and noted that the applicant  
29 will seek a variance from the ZBA regarding building height. Bouchard confirmed that setback  
30 standards are satisfied. Fire Marshal Kowalski confirmed the site circulation pattern with the  
31 applicant’s architect. Kowalski asked that the FDC be located within 100’ of a fire hydrant.  
32 Kowalski asked for a letter from the applicant allowing him to enforce no stopping, parking or  
33 standing in the fire lanes.

34

35 The applicant’s architect prepared a visual presentation which discussed building locations,  
36 design elements and plant operations. The applicant may submit a site plant amendment for  
37 future review of a preferred design plan. The applicant plans to build the new facility and get it  
38 operational before demolishing the existing facility.

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40 Upon motion of Hartsough, supported by Cook, and unanimous vote, the Planning Commission  
41 approved Consumers Concrete site plan, dated May 22, 2023, with the following conditions:

- 42
- 43 1. That lighting meets on-site lighting ordinance standards;
- 44 2. That the lesser allotted parking plan is acceptable as presented; and,

1 3. That the applicant obtains all necessary approvals from reviewing agencies.

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3 **Old Business.**

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5 None.

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7 **Members of the Audience.**

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9 None.

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11 **Communications**

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13 None.

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15 **Report of the Township Board Representative.**

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17 Leuty updated the Planning Commission regarding Township Board matters.

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19 **Report of the Zoning Board of Appeals Representative.**

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21 None.

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23 **Comments of the Planning Commission Members.**

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25 The Commissioners generally discussed planning and zoning updates.

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27 **Report of the Planner/Zoning Administrator.**

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29 Bouchard discussed general planning and zoning updates.

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31 **Report of the Township Attorney.**

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33 None.

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35 **Adjournment**

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37 There being no further business to come before the Planning Commission, the regular Planning  
38 Commission meeting was adjourned at 8:10 p.m.

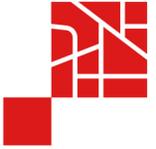
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42 , Secretary  
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**SUMMARY OF ACTIONS**

The Charter Township of Kalamazoo Planning Commission undertook the following actions at its regular Planning Commission meeting held on July 6, 2023:

1. Approved the special land use request of Consumers Concrete, 3908 E. Michigan Ave., with conditions.
2. Approved the site plan for Consumers Concrete, 3809 E. Michigan Ave., with conditions.

\_\_\_\_\_  
, Secretary



**MCKENNA**

# Memorandum

**TO:** Kalamazoo Township Planning Commission  
**FROM:** Danielle Bouchard, AICP, Principal Planner  
**SUBJECT:** **Gravel Mine Review – 2702 Ravine Road, Hillside Gravel**  
**DATE:** August 3, 2023

**Kalamazoo Charter Township has several gravel mines within its jurisdiction.** As per the Township's Zoning Ordinance, a gravel mine is a permitted use in the Township's industrial district subject to special land use approval. Section 8.02.S outlines the requirements for gravel mines in Kalamazoo Township.

## **HILLSIDE GRAVEL – 2702 RAVINE ROAD**

A site inspection of this gravel mining operation was conducted on May 31, 2023.

According to Township files, the site is in compliance with documentation requirements that include:

- Bond expiration: June 1, 2024
- SESC permit expiration: May 11, 2024
- Liability insurance expiration: June 24, 2024

The site generally appears to be in compliance with Ordinance standards and no complaints have been received by the Township. All restoration areas are compliant with standards.

Property owners paid the \$120 inspection fee in full.

We recommend approval for operations to continue.



# Memorandum

**TO:** Kalamazoo Township Planning Commission  
**FROM:** Danielle Bouchard, AICP, Principal Planner  
Kyle Mucha, AICP, Senior Planner  
**SUBJECT:** **Graphic Packaging Fill Permit – 2016 N. Pitcher**  
**DATE:** July 14, 2023

**Graphic Packaging (the applicant) is requesting Planning Commission approval for a fill permit to be located at 2016 N. Pitcher.** The applicant submitted an application for the review and approval of the fill permit on June 13, 2023. This review pertains to that request.

## OVERVIEW

The subject site is located on North Pitcher Street, just south of East Morsel Avenue. The Applicant, Graphic Packaging, proposed to construct a parking lot/semi-trailer storage yard on the northern half of the subject site. The special land use approval was for “tractor and trucking facilities.”

The site plan and special land use was approved with conditions by the Kalamazoo Township Planning Commission on May 4, 2023. In part, the approval was conditioned upon the applicant, Graphic Packaging (GP), obtaining approval for a fill permit to construct the parking lot and perimeter berms. Section 2.06 of the Zoning Ordinance notes the following:

*“Where the volume of fill associated with a particular **filling activity or project will exceed fifty (50) cubic yards of material**, no filling activities shall take place, regardless of the zoning district in which the fill is to be deposited, without a fill permit first being obtained from the Township Planner, or, where herein required, by the Planning Commission, in accordance with the following provisions of this Ordinance.”*

The proposed fill activities are determined to consist of more than 50 cubic yards. The site is zoned I-2, General Industrial. The site is approximately 52.68 acres in size.

All fill activities shall be in compliance with State Act 451 of 1994.

## PROPOSED USE/FILLING ACTIVITIES

### Fill Details

As previously discussed by the Planning Commission, current site conditions include a large mound of soil placed on the subject site as a result of construction activities taking place on GP’s property to the south (within the City of Kalamazoo limits). Aside from the large mound of soil, the remainder of the site is vacant.

GP received a notice of ordinance violation as a result of the unapproved soil movement taking place. Since then, GP submitted for site plan and special land use approval (which was received), to operate a tractor and trucking facility on the site. In general, site improvements include paving of the parking lot area, construction of a perimeter berm, a small guard shack at the site entrance (N. Pitcher Street), sidewalk, and landscaping improvements.



The applicant received a variance from Township standards to permit a berm height of 6 feet (where 3 is permitted) by the Zoning Board of Appeals on January 18, 2023.

### **Additional Berm Details**

The applicant proposes to construct a 14-foot tall “berm” along the northern portion of the storage yard, as indicated on the landscaping plan. It is staff’s understanding that this “berm” would be erected/constructed from contaminated soil brought over from the City of Kalamazoo and deposited on the Kalamazoo Township parcel. The Planning Commission approved the landscaping plan at the May 4, 2023 meeting.

The fill activities are planned to take place in two phases:

- Phase 1: Southern portion of the site approximately 9,000 cubic yards
- Phase 2: Northern portion of the site approximately 24,000 – 32,000 cubic yards

### **FILL PERMIT REQUIREMENTS**

- a. Type(s) of fill material to be deposited.
  - Soil deposited from construction activities taking place on Graphic Packaging’s site located in the City of Kalamazoo, adjacent to the subject site.
- b. Source(s) of fill material to be deposited.
  - Adjacent parcel, within City of Kalamazoo limits.
- c. Route(s) of travel from source(s) of fill material to subject property.
- d. Volume of fill material requested to be permitted (in cubic yards).
  - See above (Phase 1 and Phase 2). The applicant has indicated 31,700 cubic yards.
- e. Location of portion of subject property where filling activities will take place.
  - See sheets C-6 and C-14 of enclosed site plans. Fill activities will result in a 14 ft. berm.
- f. Final grade of filled area.
  - See sheet C-14. Grading is consistent with Planning Commission approval on June 13, 2023.
- g. The number and type of vehicles and equipment to be used in filling activities, including transporting, dumping and leveling fill materials.
  - Applicant has indicated:
    - a) 2 excavators
    - b) 2 off-road dump trucks
    - c) 2 bulldozers

### **STANDARDS FOR APPROVAL**

Section 20.997.E.(3) provides criteria for approval of a fill permit:

- (a) – *Compliance with Ordinance Requirements.*
  - Due to the fact that the applicant received Planning Commission approval for work activities to take place, the proposal is compliant with Ordinance requirements.
- (b) – *Obtained all Required Permits.*
  - Aside from the Fill Permit, it appears the applicant has performing due diligence to secure other permits needed for the construction of the parking lot intended for trailer storage. These permits include (but are not limited to):
    - Road Commission ROW permits
    - SESC permit(s) from the Kalamazoo County Drain Commissioner



- KABA building permits (as applicable)
- (c) – *No Harmful Affect on Nearby Properties.*
  - Given the site’s industrial nature, and previous approvals from the Planning Commission for both Special Land Use and site plan, we do not find that the fill permit would likely cause harmful affects to nearby properties. EGLE has included the following comments for consideration:

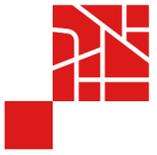
**“Primary concerns:**

- **Direct Contact** – site work is at a standstill and according to the information provided, all workers were notified of the risks associated with the contaminated soil, the contaminated soil was placed in an area that has been demonstrated to be a Facility, and the contaminated soil will be covered with a barrier to prevent contact with contaminated soil upon permanent placement (berm and parking lot).
- **Particulate Soil Inhalation** – based on the source size and concentrations of hazardous substances in the soil, there are no exceedances of criteria.

Based on our records and the information provided in the attached response, **it appears that GPI is complying with their obligations per Part 201:**

- They have data from the locations were the soil was removed and is now stockpiled.
- The location where the soil is currently stockpiled has been demonstrated to be a Facility, as defined under Part 201.
- They have taken measures to mitigate potential exposures, specifically related to the metals in soil, during the construction process.
- They are planning to relocate the contaminated soil to another area of the property
  - They have provided data that demonstrates that the location of the planned berm (L-shaped area) is a Facility (included in the attached response) Part 201 allows for the relocation of contaminated soil to portions of a property that have are demonstrated to be a Facility – regardless of hazardous substances and concentrations – as long as there is an exceedance of the unrestricted residential criteria.
  - Soil can be relocated, in this instance, without approval or notice to EGLE.
  - Based on the information provided, it appears that there are future plans to comply with Due Care (Part 20107a)
    - Notification to onsite workers
    - Prevent offsite migration or exacerbation – will need to prevent particulates (dust) from becoming airborne
    - Prevent future exposure by maintaining a protective cover
  - They are also planning to use a large amount of the contaminated soil to build up the base of the parking area. The response provided identified that additional sampling is necessary to demonstrate that the entire planned parking area is a Facility.

**I would recommend that air monitoring be conducted during the soil relation activities as was conducted during the prior soil work. Also, when relocating soil using wet methods to avoid dust. I will ask GPI for a schedule and be sure to inform EGLE’s Air Quality Division when the work will be conducted.”**



## **SPECIAL LAND USE CRITERIA**

### **1. Compatibility with Adjacent Uses**

*The proposed special land use shall be designed, constructed, operated and maintained to be compatible with uses on surrounding land. The site design of the proposed special land use shall minimize the impact of site activity on surrounding properties. In determining whether this requirement has been met, consideration shall be given to:*

- a. *The location and screening of vehicular circulation and parking areas in relation to surrounding development.*  
This has been addressed and approved during site plan and special land use review.
- b. *The location and screening of outdoor storage, outdoor activity or work areas, and mechanical equipment in relation to surrounding development.*  
This has been addressed and approved during site plan and special land use review.
- c. *The hours of operation of the proposed use. Approval of a special land use may be conditioned upon operation within specified hours considered appropriate to ensure minimal impact on surrounding uses.*  
This has been addressed and approved during site plan and special land use review.
- d. *The bulk, placement, and materials of construction of the proposed use in relation to surrounding uses.*  
This has been addressed and approved during site plan and special land use review.
- e. *Proposed landscaping and other site amenities. Additional landscaping over and above the requirements of this Ordinance may be required as a condition of approval of a special land use.*  
This has been addressed and approved during site plan and special land use review.

### **2. Compatibility with the Master Plan**

*The proposed special land use shall be consistent with the general principles and objectives of the Township's Master Plan.*

The property is currently zoned and planned for industrial uses.

### **3. Public Services**

*The proposed special land use shall be located so as to be adequately served by essential public facilities and services, such as highways, roads, police and fire protection, drainage systems, water and sewage facilities, and schools, unless the proposal contains an acceptable plan for providing necessary services or evidence that such services will be available by the time the special land use is established.*

This has been addressed and approved during site plan and special land use review.

### **4. Impact of Traffic**



*The location of the proposed special land use within the zoning district shall minimize the impact of the traffic generated by the proposed use. In determining whether this requirement has been met consideration shall be given to the following:*

- a. Proximity and access to major thoroughfares.*
- b. Estimated traffic generated by the proposed use.*
- c. Proximity and relation to intersections.*
- d. Adequacy of driver sight distances.*
- e. Location of and access to off-street parking.*
- f. Required vehicular turning movements.*
- g. Provisions for pedestrian traffic.*

This has been addressed and approved during site plan and special land use review.

**5. Detrimental Effects**

*The proposed special land use shall not involve any activities, processes, materials, equipment, or conditions of operation, and shall not be located or designed so as to be detrimental or hazardous to persons or property or to public health, safety, and welfare. In determining whether this requirement has been met, consideration shall be given to the level of traffic, noise, vibration, smoke, fumes, odors, dust, glare, and light.*

This has been addressed and approved during site plan and special land use review.

**6. Economic Well-Being of the Community**

*The proposed special land use shall not be detrimental to the economic well-being of those who will use the land, residents, businesses, landowners, and the community as a whole.*

This has been addressed and approved during site plan and special land use review.

**7. Compatibility with Natural Environment**

*The proposed special land use shall be compatible with the natural environment and conserve natural resources and energy.*

As previously stated, EGLE has stated that Graphic Packaging is compliant with all requirements. Environmental aspects have been considered during the site plan and special land use review process and the applicant has provided an environmental report for record. EGLE will be monitoring the process and safety precautions occurring on site through the construction process.



## CONCLUSION

We recommend approval of a fill permit to be issued to Graphic Packaging International for fill work to occur on site located at 2016 N. Pitcher in Kalamazoo Township, provided that all applicable comments and concerns from EGLE are addressed to EGLE's satisfaction.

Respectfully Submitted,

Danielle Bouchard, AICP  
Principal Planner



# Memorandum

**TO:** Kalamazoo Charter Township Planning Commission

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

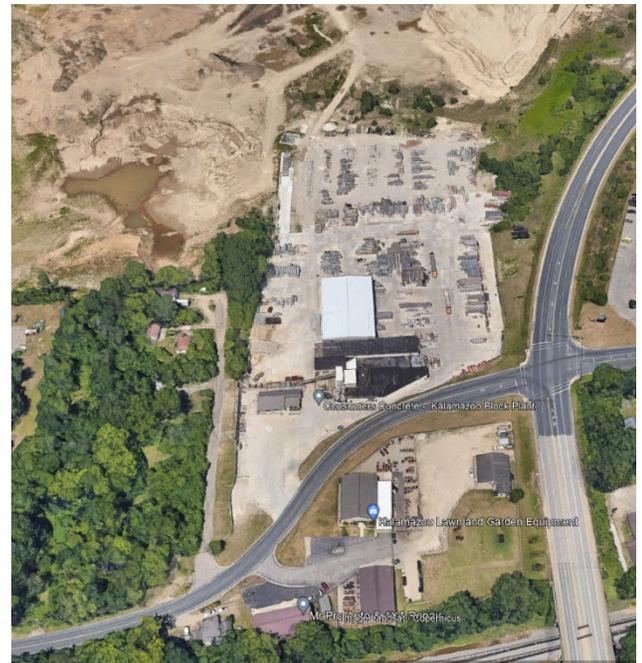
**SUBJECT:** **Site Plan Review – Alternative Building Orientation**  
**Consumers Concrete Corporation, 3809 E. Michigan Avenue**

**DATE:** July 25, 2023

The applicant, Consumers Concrete Corporation (CCC), is proposing to construct a new 37,750 square foot concrete block manufacturing plant in order to increase efficiency, reduce carbon emissions and update the appearance of the property. The proposed project is located at 3809 E. Michigan Avenue (TaxID: 3906-13-480-011). The accompanying image shows the current site, which includes an existing block manufacturing facility. The existing facility *may* be removed once the new facility is completed and operational.

While the site plans do include removal of berms, storage bins, retaining walls, and gravel in certain areas, they do not include demolition plans for the existing building. **The applicant indicated there are no plans to demolish the existing plant until the new plant is fully operational and can produce products to quality standard. CCC plans to evaluate if the old plant can be repurposed, but if demolition is the best option, an application for demolition will be submitted.**

This review concludes that the existing structures will **not** be demolished, and that there will be essentially several principal structures and uses on site and the current operations on site will be substantially increased and intensified. If the applicant proposes to demolish the existing structures, a revised site plan, depicting such changes, shall be submitted to the Township for review and approval.



## OVERVIEW

The subject site is located on East Michigan Avenue, just west of North Sprinkle Road. The parcel is zoned I-2, General Industrial. The applicant, Consumers Concrete Corporation, is proposing to construct a new 37,750 square foot concrete block manufacturing plant to the north of the existing concrete block manufacturing plant.



## CASE HISTORY

During the July 6<sup>th</sup>, 2023 Planning Commission meeting, the applicant was granted conditional site plan approval subject to meeting the on-site lighting requirements and that the lesser allotted parking plan was acceptable as presented. Further, during the July 19<sup>th</sup>, 2023 Zoning Board of Appeals meeting, a height variance was granted to permit the applicant a total building height that is above the permitted dimension for this district.

The following review is based on the applicant seeking to orient the building in a manner that was not approved by the Planning Commission during the July 6<sup>th</sup> meeting. Due to the proposed layout changes, essentially rotating the building design 90 degrees, additional site plan approval is required due to the proposed changes in access and interior site circulation.

## PROPOSED IMPROVEMENTS

According to the applicant, the front of the proposed facility will have a single story “low bay” area that will be used for manufacturing concrete block products as well as housing the office and employee spaces. The back of the building is a single story “high bay” area that will house the material handling and mixing operations as well as maintenance rooms. Exterior aggregate bins will be located on the north side of the building (see below).



SOUTHWEST CORNER VIEW



SOUTHEAST CORNER VIEW



NORTHEAST CORNER VIEW



NORTHWEST CORNER VIEW

The applicant has also indicated that this proposed new facility is a component of a larger vision CCC has for the entire site. See page C-9 for the “conceptual master plan” for the entire site. **Any new buildings/development phases shall be subject to Township application and review procedures.** CCC owns several adjoining parcels in the immediate vicinity, which are also outlined on page C-9 of the site plan package.



## USE OF THE PROPERTY

The current use of the property is industrial in nature and is not proposed to change. A separate Special Land Use application was reviewed and approved, subject to the following conditions, during the July 6<sup>th</sup> Planning Commission meeting:

1. That the reduced parking plan submitted by the applicant is accepted as present [Satisfied per site plan approval].
2. Subject to the approval of the Township Engineer and Township Fire Marshal.
3. The applicant requests the Road Commission of Kalamazoo County install appropriate traffic warning signs on E. Michigan Avenue due to the proposed increased truck traffic.
4. Hours of operation for the facility/site are 7:00 a.m. through 7:00 p.m. Monday through Saturday.
5. The applicant obtains all required approvals from all regulatory agencies.
6. Special land use approval is contingent upon site plan approval [Satisfied per site plan approval].
7. Any future expansion or development aspiration must return to the Planning Commission to comply with future ordinance standards and land use restrictions in effect at that time.

## EXISTING AND SURROUNDING CONDITIONS

The site in its current state includes the following: impervious pavement; a storm water retention basin; concrete block outdoor storage; gravel pit; wetlands, and a concrete block manufacturing plant. The proposed changes to the site occur on the southern half of the parcel, which include only the concrete block manufacturing plant, impervious surfaces, and concrete block outdoor storage. The site and surrounding properties are zoned I-2.

## SITE PLAN REVIEW

Site plans are subject to Planning Commission approval and are reviewed according to the standards in Section 26.02.F.

### A. Adequacy of Information

*The site plan shall include all required information in sufficiently complete and understandable form to provide an accurate description of the proposed uses and structures.*

The applicant has provided the dimensions of the subject site. The entire parcel is approximately 52.31 acres in size.

### B. Site Design Characteristics

*All elements of the site design shall be harmoniously and efficiently organized in relation to topography, the size and type of parcel, the character of adjoining property, and the type and size of buildings. The site shall be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted by this Ordinance.*

It is not anticipated that the proposed new concrete plant, in its alternate/rotated location, will impede development of the surrounding area. Based on discussions with the applicant's engineering team, it is the Township's understanding that by rotating the building design 90 degrees, the amount of impervious surface required will be reduced. The applicant is encouraged to provide calculations to support this claim.

### C. Appearance

*Landscaping, earth berms, fencing, signs, wall and other site features shall be designed and located on the site so that the proposed development is aesthetically pleasing and harmonious with nearby existing or future developments.*



The Planning Commission, on July 6, 2023 approved the proposed landscaping elements, which include low profile vegetation along E. Michigan Avenue and parking lot landscaping. While our review indicates that the site is not in full compliance, approval was granted for the proposed landscaping elements. The building orientation does not affect landscaping elements, aside from the location of the parking lot landscaping.

**D. Compliance with District Requirements**

*The site plan shall comply with the district requirements for minimum floor space, height of building, lot size, open space, density and all other requirements set forth in the Schedule of Regulations (Article 25.00) unless otherwise provided in this Ordinance.*

Schedule of Regulations (Section 25.02) and Section 8.02.K:

Type of Standard	I-2 District Requirements	3809 E. Michigan Ave. Conditions	Status of Compliance
Road setback	300 ft	Min. 616 ft	Yes
Adjacent property line setback	100 ft	Min. 162 ft	Yes
Residential zoned setback	500 ft	NA	Yes
Maximum Lot Coverage	75%	< 75%	Yes
Building Height	45 ft (2 stories)	<u>50'10"</u>	Variance approved 7-19-2023
Lot Size	130,680 sq ft (3 acres)	2278623.6 sq. ft. (52.31 acres)	Yes
Lot Width	150 feet	> 150 feet	Yes

**E. Preservation of Natural Areas**

*The landscape shall be preserved in its natural state as much as possible, by minimizing tree and soil removal alteration to the natural drainage course and the amount of cutting, filling, and grading.*

The plan narrative indicates that non-wetland areas will be leveled. Drainage is subject to the review of the Township Engineer.

**F. Privacy**

*The site design shall provide reasonable visual and sound privacy. Fences, walls, barriers, and landscaping shall be used, as appropriate if permitted, for the protection and enhancement of property and the safety and privacy of occupants and uses.*

Plans do not include fencing, walls, barriers, or landscaping. Fencing, wall, or screening shall be required when abutting any residential use. The proposed conditions have been previously approved by the Planning Commission on July 6, 2023.

Additionally, there are limitations in providing screening along E. Michigan Avenue, including the height difference between the road and the site, and the narrow easement. Low profile vegetation in the form of 23 perennial plantings are proposed and were approved by the Planning Commission on July 6, 2023.

**G. Emergency Vehicle Access**



*All buildings or groups of buildings shall be so arranged as to permit convenient and direct emergency vehicle access.*

This standard is subject to the review of the Township Fire Marshal.

#### **H. Ingress and Egress**

*Every structure or dwelling unit shall be provided with adequate means of ingress and egress via public streets and walkways.*

Per Section 8.02. K, concrete plants shall have direct access onto a paved public road, and all driveways, loading areas, staging areas, and truck maneuvering areas within the site shall be paved. The Project does not propose any new curb cuts and currently has direct access to a paved public road. Additionally, all driveways, loading, staging, truck maneuvering areas are paved, so it is anticipated that this standard is met, however this standard is subject to the review of the Township Engineer.

The main access drive to the site off E. Michigan Avenue is approximately 84 feet in width. This is compliant with ordinance standards. Traffic impacts and implications were approved by the Planning Commission on July 6, 2023.

#### **I. Pedestrian Circulation**

*Each site plan shall provide a pedestrian circulation system that is insulated as completely as is reasonably possible from the vehicular circulation system.*

A sidewalk shall be constructed between Victor Avenue and Consumers Drive (access along E. Michigan Avenue). Future review and consideration should be taken in conjunction with any road improvements that the Road Commission of Kalamazoo County may conduct. Further sidewalk considerations can be undertaken if and when CCC proposes to expand their campus.

#### **J. Vehicular and Pedestrian Circulation Layout**

*The arrangement of public and common ways for vehicular and pedestrian circulation shall respect the pattern of existing or planned streets or pedestrian or bicycle pathways in the vicinity of the site. The width of streets shall be appropriate for the volume of traffic they will carry, based on Road Commission of Kalamazoo County standards. In order to ensure public safety and promote efficient traffic flow and turning movements, the applicant may be required to limit street access points or construct a secondary access road.*

The applicant is not proposing any changes to the existing curb cuts. It is anticipated that the existing and planned street pattern will be respected. Additionally, the applicant has provided truck turning movements indicating that circulation within the site is adequate. Due to the wide driveway entrance and large paved area conditions on site, it is likely that trucks and employee vehicles will have adequate room to circulate the site. This standard is subject to further review from the Township Engineer.

Site plans indicate the installation of directional signage on E. Michigan Avenue that will direct trucks to the left of the site and employee vehicles to the right. This will assist with the ease of traffic flow around the site. The employee vehicle path will be located on the west side of the site. This is proposed to be 24 feet in width. We defer to the Fire Marshal to determine the adequacy of the proposed driveway widths and cite circulation pattern for fire vehicle access.

During the July 6, 2023 Planning Commission meeting, the applicant received approval to install a reduced parking space count than what is stipulated per the ordinance. While previous approval was granted for the



reduced parking space count, the applicant could be encouraged to set aside banked parking, should the facility expand in the future.

#### **K. Drainage**

*Appropriate measures shall be taken to ensure that the removal or drainage of surface waters will not adversely affect adjoining properties or the capacity of the public or natural storm drainage system. Provisions shall be made for a feasible storm drainage system, the construction of stormwater facilities, and the prevention of erosion. Surface water on all paved areas shall be collected at intervals so that it will not obstruct vehicular or pedestrian traffic and will not create nuisance ponding in paved areas. Final grades may be required to conform to existing and future grades of adjacent properties. Grading and drainage plans shall be subject to review by the Township Engineer.*

This standard is subject to the review of the Township Engineer.

#### **L. Soil Erosion and Sedimentation**

*The proposed development shall include measures to prevent soil erosion and sedimentation during and upon completion of construction, in accordance with current County and Township standards.*

This standard is subject to the review of the Township Engineer.

#### **M. Exterior Lighting**

*Exterior lighting shall be designed so that it is deflected away from adjoining properties and so that it does not impede vision of drivers along adjacent streets.*

During the July 6, 2023 Planning Commission meeting, the site plan was approved with the condition that site lighting meets ordinance standards. **No further details have been submitted for review that indicates this standard has been satisfied. Footcandles at the property line shall meet ordinance requirements, even if the adjacent property is owned by the applicant. This provision has not been satisfied.**

#### **N. Public Services**

*Adequate services and utilities, including water, sewage disposal, sanitary sewer, and stormwater control services, shall be available or provided, and shall be designed with sufficient capacity and durability to properly serve the development. All streets and roads, water, sewer, and drainage systems, and similar facilities shall conform to the design and construction standards of the Township or County, as appropriate.*

It is anticipated that this standard is met, however this is subject to the review of the Township Engineer.

#### **O. Screening**

*Off-street parking, loading and unloading areas, outside refuse storage areas, and other storage areas that are visible from adjacent homes or from public roads, shall be screened by walls or landscaping of adequate height and shall comply with Articles 5.00 and 6.00 of this Ordinance.*

The applicant has not identified any proposed screening on the submitted site plans. These conditions were approved by the Planning Commission on July 6, 2023. We will defer to the Planning Commission on whether additional screening is warranted for the building orientation change or if this requirement can continue to be waived.

#### **P. Danger from Hazards**



*The level of vulnerability to injury or loss from incidents involving hazardous materials or processes shall not exceed the capability of the Township to respond to such hazardous incidents so as to prevent injury and loss of life and property. In making such an evaluation, the Township shall consider the location, type, characteristics, quantities, and use of hazardous materials or processes in relation to the personnel, training, equipment and materials, and emergency response plans and capabilities of the Township.*

*Sites which include storage of hazardous materials or waste, fuels, salt, or chemicals shall be designed to prevent spills and discharge of polluting materials to the surface of the ground, groundwater, or nearby water bodies.*

The applicant indicated that all chemicals will be stored in an isolated and contained space to eliminate any potential for chemical release. Additionally, the applicant indicated measures to mitigate dust and noise pollution. The plans also indicated the presence of a Knox Box and fire connection at the front of the building. This condition is subject to review and approval by the Fire Marshal.

#### **Q. Health and Safety Concerns**

*Any use in any zoning district shall comply with applicable Federal state, county, and local health and pollution laws and regulations with respect to noise; dust, smoke and other air pollutants; vibration; glare and heat; fire and explosive hazards; gases; electromagnetic radiation; radioactive materials; and, toxic and hazardous materials.*

Per Section 8.02.K, an impact assessment is required to be submitted, pursuant to Section 2.09. The applicant completed an environmental regulation review. Per this review (generated by MEC Environmental Consulting), the following findings apply:

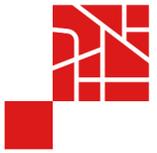
- EGLE shall review and approve the solid waste removal plan. Proof of this approval shall be provided to the Township.
- The site will include a water heater, as such air pollution emissions are subject to review. The applicant shall provide details noting that water heart emissions are exempt. Further, the applicant shall provide proof that due diligence was followed to determine if a permit is needed for possible emissions.
- The applicant shall conduct and file a PIPP to determine that pollution prevention measures are adequate.
- The applicant shall provide details of the updated stormwater permit approval. The applicant shall provide details that the proposed Emergency Planning and Community Right-To-Know requirements are met.

#### **R. Sequence of Development**

*All development phases shall be designed in logical sequence to ensure that each phase will independently function in a safe, convenient and efficient manner without being dependent upon subsequent improvements in a later phase or on other sites.*

The site is under a mining lease contract for the next ten years. The future master plan for the site is still in conceptual form, and no further site developments are planned presently. Any future construction or improvements are subject to review and approval by the Township.

#### **S. Coordination with Adjacent Sites**



All site features, including circulation, parking, building orientation, landscaping, lighting, utilities, common facilities, and open space shall be coordinated with adjacent properties.

Many of the adjacent properties are owned by CCC and are planned to coordinate with the operations of the concrete block plant. It is anticipated that the proposed screening will be adequate, and that the appropriate measures are being taken to ensure minimal negative impact to surrounding properties.

**T. Characteristics of the Soils**

Soils shall have the physical, chemical, and engineering properties necessary to support the development being proposed. By way of example, consideration shall be given to the capability of soils to support the type of proposed structure and the potential impact that anticipated modifications to soils would have on ground or surface water quality.

This standard is subject to the review of the Township Engineer.

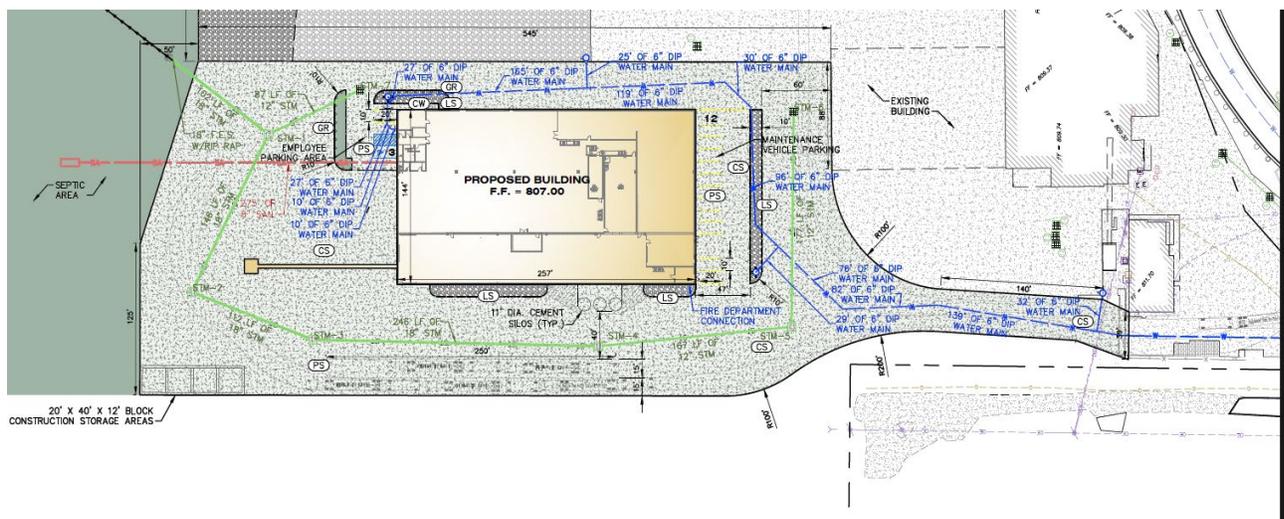
**ADDITIONAL STANDARDS**

**1) Outdoor Storage**

The outdoor storage of materials other than sand, gravel, and other natural materials used in the process shall be prohibited. Materials will be stored in the storage bins and in the inventory yard. Outdoor storage areas shall comply with provisions set forth in Section 20.03.3.

The amended site plan notes a “20’ x 40’ x 12’ block construction storage area”, located to the northwest of the proposed building (see the following image). Per Section 20.03.3.d. “no materials shall be stored above eight (8) feet in height, except for aggregate materials which may be stored to a height of up to fifty (50) feet.” In addition to the previous provision, Section 20.03.3.a. stipulates “outside storage areas shall be located no closer than one hundred fifty (150) feet to any street right-of-way line and no closer than twenty (20) feet to all other property lines.”

Based on these two provisions, the storage area height and location are in violation of ordinance requirements. The applicant shall either reduce the height and move to a conforming location or eliminate the storage area entirely.





The above image – provided by Kalamazoo County GIS – shows Victor Avenue public right-of-way continuing north. The applicant shall either provide documentation that this public right-of-way has been vacated OR the outdoor storage area as described previously will need to be set at a minimum 150-feet away.

## 2) Pollution Control

Concrete plants must comply with the dust and noise standards set forth in Section 9.00. The applicant submitted a regulatory applicability review. It is anticipated that these standards are met, however this is subject to review by the relevant environmental agencies.

## 3) Excess Concrete

The proposed recovery system for excess concrete must be noted on the site plan and approved by the Township. Storage of excess concrete on the site shall not exceed the limits specified in the approved recovery plans. Excess concrete from other locations shall not be brought onto the site for recovery. The applicant stated that CCC does not anticipate excess concrete from this operation, and no excess concrete products will be brought to this proposed operation.

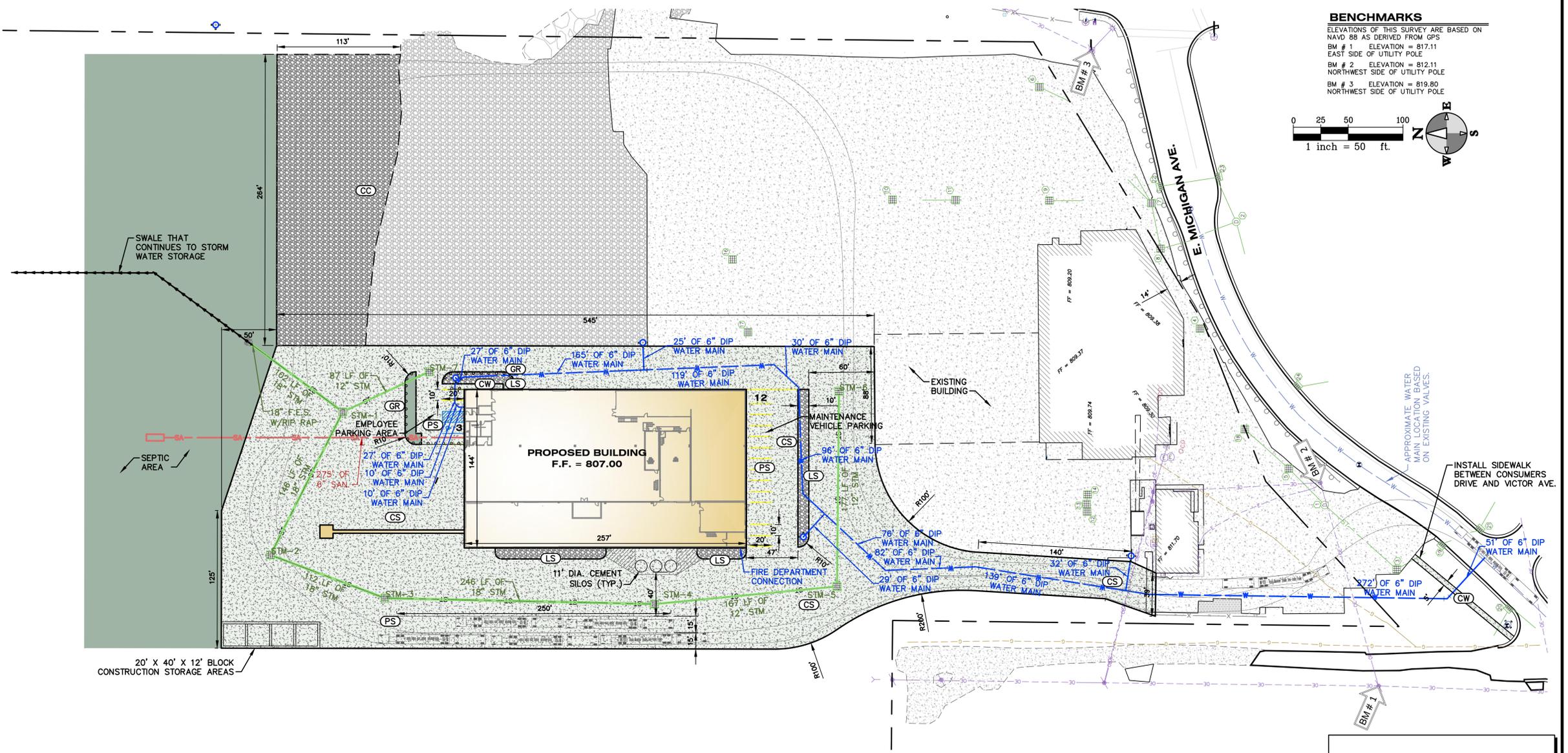
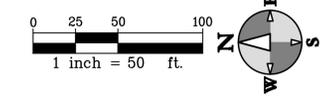
## 4) Trash Removal and Disposal

Any trash generated from the new facility will be picked up weekly by applicable personnel and transferred to the existing hopper that is located at the existing block plant. Any dumpster located on site shall be properly screened.

## RECOMMENDATIONS

We have reviewed the site plans submitted for the proposed new concrete block manufacturing plant – building orientation change - located at 3809 E. Michigan Avenue. A few outstanding items remain. We find that once these items have been addressed, a positive recommendation can be submitted for consideration by the Planning Commission.

**BENCHMARKS**  
 ELEVATIONS OF THIS SURVEY ARE BASED ON NAVD 88 AS DERIVED FROM GPS  
 BM # 1 ELEVATION = 817.11 EAST SIDE OF UTILITY POLE  
 BM # 2 ELEVATION = 812.11 NORTHWEST SIDE OF UTILITY POLE  
 BM # 3 ELEVATION = 819.80 NORTHWEST SIDE OF UTILITY POLE



- SITE LEGEND**
- (C4) C4 CURB AND GUTTER (SEE DETAIL)
  - (CS) CONCRETE SURFACE
  - (CW) CONCRETE WALK
  - (PS) PARKING STRIPING
  - (GR) GUARD RAIL
  - (LS) LANDSCAPE STONE
  - (CC) CRUSHED CONCRETE

- LEGEND**
- HEAVY-DUTY BITUMINOUS PAVEMENT
  - CONCRETE PAVEMENT AND SIDEWALK
  - RIP RAP
  - PROPOSED BUILDING

**GENERAL NOTES**

1. ALL DIMENSIONS SHOWN ARE TO THE EDGE OF METAL.
2. PAVEMENT MARKINGS AND SIGNAGE SHALL CONFORM TO THE CURRENT MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES AND MICHIGAN BARRIER FREE CODE.
3. SEE ARCHITECTURAL PLANS FOR MORE DETAILS ON TRUCK DOCK WALLS, STAIRS, AND RAMPS.
4. MATCH EXISTING CURB & GUTTER SECTIONS WHEN CONNECTING TO THEM. CONDITIONS VARY THROUGHOUT PROJECT.
5. EXCEPT WHERE OTHERWISE INDICATED ON THESE PLANS, ALL MATERIALS AND WORKMANSHIP SHALL BE IN ACCORDANCE WITH THE CURRENT EDITION OF THE MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION, AND KALAMAZOO TOWNSHIP STANDARDS SPECIFICATIONS.
6. ALL WORK SHALL CONFORM TO ALL LOCAL, STATE AND FEDERAL LAWS, RULES AND REGULATIONS IN FORCE AT THE TIME OF CONSTRUCTION.
7. ALL EXTERIOR CONCRETE SHALL BE MDOT GRADE P1 (3500PSI), AIR ENTRAINED, LIMESTONE AGGREGATE, BROOM FINISHED, CURING SEAL.
8. THE CONTRACTOR SHALL LOCATE ALL ACTIVE UNDERGROUND UTILITIES PRIOR TO STARTING WORK AND SHALL CONDUCT HIS OPERATIONS IN A MANNER AS TO ENSURE THAT THOSE UTILITIES NOT REQUIRING RELOCATION WILL NOT BE DISTURBED.
9. ALL REQUIRED FILL FOR THIS PROJECT SHALL BE SELECTED EXCAVATED MATERIAL FROM THE SITE APPROVED BY THE ENGINEER OR CLASS II GRANULAR MATERIAL FROM BORROW AND SHALL BE THE CONTRACTOR'S RESPONSIBILITY.
10. FOR PROTECTION OF UNDERGROUND UTILITIES, THE CONTRACTOR SHALL CALL 1-800-482-7171 A MINIMUM OF THREE FULL WORKING DAYS EXCLUDING SATURDAYS, SUNDAYS AND HOLIDAYS PRIOR TO BEGINNING EACH EXCAVATION IN AREAS WHERE PUBLIC UTILITIES HAVE NOT BEEN PREVIOUSLY LOCATED. MEMBERS WILL THUS BE ROUTINELY NOTIFIED. THIS DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY OF NOTIFYING OWNERS WHO MAY NOT BE A PART OF THE "MISS DIG" ALERT SYSTEM.
11. ANY BITUMINOUS OR CONCRETE PAVEMENT, SANITARY SEWER, SANITARY SEWER SERVICE LEADS, OR STORM SEWER, WHICH IS DAMAGED BY THE CONTRACTOR DURING HIS OPERATIONS, SHALL BE REPAIRED TO THE OWNER'S SATISFACTION AND AT THE CONTRACTOR'S EXPENSE.
12. THE CONTRACTOR SHALL INSTALL PEDESTRIAN FENCE AROUND ALL EXCAVATIONS TO BE LEFT OPEN OVERNIGHT AS REQUIRED.
13. ALL UNSUITABLE SUBBASE MATERIAL MUST BE REMOVED TO A MINIMUM DEPTH OF 24" BELOW THE TOP OF THE SUBGRADE OR AS DETERMINED BY THE COUNTY ENGINEER.
14. IF ANY ERRORS, DISCREPANCIES, OR OMISSIONS BECOME APPARENT, THESE SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER PRIOR TO CONSTRUCTION OF ANYTHING AFFECTED SO THAT CLARIFICATION OR REDESIGN MAY OCCUR.

**NOT FOR CONSTRUCTION**

INDICATED SCALE FACTOR ONLY ACCURATE IF PRINTED ON 24 x 36 DRAWING SHEET.

2232 S. MAIN, #482  
 ANN ARBOR, MI 48103  
 (734)929-0644  
 WWW.SALIGROUP-ES.COM

NO.	DATE	DESCRIPTION	APPROV
2	18APR	QUADRA 11APR LAYOUT UPDATE	
1	11APR	QUADRA 11APR LAYOUT UPDATE	
PROJECT NO:	066.0-001-23	DRAWN:	TTR
DATE:	07/12/23	CHECKED:	EMB
SCALE:	AS NOTED	APPROVED:	EMB

PROJECT: CONSUMERS CONCRETE BLOCK PLANT  
 KALAMAZOO TWP, MI

TITLE: SITE LAYOUT PLAN

DRAWING NUMBER: C-2

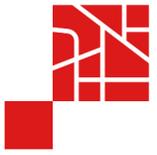
SHEET OF SHEETS



hurley & stewart, llc  
 2800 s. 11th street  
 kalamazoo, michigan 49009  
 269.552.4960 fax 269.552.4961  
 www.hurleystewart.com



ALL UTILITIES AS SHOWN ARE APPROXIMATE LOCATIONS DERIVED FROM ACTUAL MEASUREMENTS AND AVAILABLE RECORDS. THEY SHOULD NOT BE INTERPRETED TO BE EXACT LOCATION NOR SHOULD IT BE ASSUMED THAT THEY ARE THE ONLY UTILITIES IN THE AREA.



1. The applicant provides a photometric plan showing that the site design meets Township Zoning Ordinance regulations.
2. The proposed block construction storage area (20' x 40' x 12') is moved to a conforming location and the height is reduced to that permitted by the Zoning Ordinance.
3. Proposed recovery system for excess concrete is placed on the site plan.

The applicant is also required to obtain the following approvals, which may be sought separately at any point during the Township site plan review.

1. The applicant obtains all necessary stormwater, drainage, and floodplain review(s) and approval(s) from Township Engineers and all review(s) and approval(s) from applicable Township safety personnel.
2. The applicant obtains a Soil Erosion and Sedimentation Control (SESC) permit from the Kalamazoo County Drain Commissioner's Office.
3. The applicant obtains applicable approvals from the Michigan Department of Environmental Quality (MDEQ) or successor agency, Air Quality Control Division, Michigan Pollution Control Commission and Ground Water Division.
4. The applicant obtains special land use approval from the Kalamazoo Township Planning Commission.

If the Planning Commission finds that the above referenced items are minor in nature, approval could be granted subject to these conditions being satisfied and that final review prior to approval is conducted by Township officials. Regardless, at a minimum the above stipulations and considerations should be addressed prior to full approval.

Please feel free to reach out to Danielle Bouchard, AICP at [dbouchard@mcka.com](mailto:dbouchard@mcka.com) or Kyle Mucha, AICP at [kmucha@mcka.com](mailto:kmucha@mcka.com) if you have any questions regarding this review.

Respectfully Submitted,

**McKenna**

Danielle Bouchard, AICP  
Principal Planner/Township Planner

Kyle Mucha, AICP  
Senior Planner/Township Zoning Administrator



The Charter Township of Kalamazoo's

2024-2029

# Capital Improvement Plan (CIP)

Recommended by the Planning Commission: August 3, 2023 (anticipated)

Approved by the Township Board of Trustees: August 14, 2023 (anticipated)

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## Acknowledgements

### **CHARTER TOWNSHIP OF KALAMAZOO PLANNING COMMISSION**

Fred Nagler, Chair  
Denise Hartsough, Vice-chair  
Christopher Mihelich, Secretary  
William Chapman  
Warren Cook  
Steven Leuty, Board representative  
Peter Morrison

### **CHARTER TOWNSHIP OF KALAMAZOO BOARD OF TRUSTEES**

Donald Martin, Supervisor  
Lisa Mackie, Clerk  
Sherine Miller, Treasurer  
Ashley Glass, Trustee  
Steven Leuty, Trustee  
Mark Miller, Trustee  
Clara Robinson, Trustee

### **STAFF CONTRIBUTIONS**

Traci Moored, temporary Director of Finance  
Jarius Baird, Fire Chief  
Bryan Ergang, Police Chief  
Danielle Bouchard, McKenna, Planning Consultant  
Kyle Mucha, McKenna, Planning Consultant

## Purpose

The 2024-2029 Capital Improvement Plan (CIP) represents the 13th CIP for the Charter Township of Kalamazoo. The CIP serves as the Township's multi-year planning instrument used to identify needs and financing sources for public infrastructure improvements. The purpose of a CIP is to facilitate the orderly planning of infrastructure improvements; to maintain, preserve, and protect the Township's existing infrastructure system; and to provide for the acquisition or scheduled replacement of equipment to ensure the efficient delivery of services that the community desires. The aim of the CIP is to use it as a tool to implement the Township's Master Plan, goals, objectives, policies, and to assist in the Township's financial planning.

The CIP plays an important role by providing the link between planning and budgeting for capital expenditures. The CIP process occurs prior to the budget process, as the CIP will be used to develop the capital portion of the budget. Approval of the CIP by the Planning Commission does not signify final approval or funding of any project contained within the plan. Rather, by approving a CIP, the Planning Commission acknowledges that they agree that the projects present a reasonable interpretation of the upcoming needs/wants for the Township.

The CIP document includes several areas of projects: road and sidewalk maintenance, sewer system improvements, parks and other facility improvements, information technology improvements, and vehicle and equipment replacement. Comprehensive spreadsheets detailing project descriptions, estimated project costs, and other pertinent information are included at the end of this document.

The CIP is performed under the authority of MCL 125.3865 of the Michigan Planning Enabling Act (Act 33 of 2008), which repealed and replaced the Municipal Planning Commission Act (PA 285 of 1931), in order to fulfill the vision identified in the Township's Master Plan. The approved CIP will assist Administration and the Township Board during the budget development process.

## General Overview

The Master Plan identifies the vision, but the expectations and costs are left unstated. The CIP assigns costs to the vision, quantifies the expectations, and presents an annual plan for getting closer to that vision. It is in this role that the Township Administration has prepared this document.

The Township continues to make great strides in setting a new vision for the future and crafting ambitious goals for improvement and revitalization. The reality is, however, not all such goals can be achieved immediately. Limited resources require prioritization and good planning to ensure that resources are used efficiently and effectively for maximum benefit to the community. Scheduling these projects over a five-year span and laying them out prior to and during the budgeting process, assists with the implementation of these priorities, their financing, and Township preparedness for funding opportunities in the future.

This document will be updated each year with a rolling, minimum five-year span, and annual projects will be refined as the resources and opportunities for that particular year become clearer. In the event funds are not available to pay for all of the projects listed in the Plan, the Board will work with Administration to prioritize projects based on Township needs.

## Capital Improvements in the Township

Capital assets or fixed assets, which include property, plant, and equipment, are defined by the Township as assets with an initial individual cost of more than \$2,000 (\$10,000 for infrastructure assets) and an estimated useful life in excess of one year. Intangible assets that meet the capitalization threshold such as

easements, water/sewer rights, and computer software are also considered capital in nature. Assets are recorded at historical cost or estimated at historical cost, if purchased or constructed. The reported value excludes normal maintenance and repairs that do not increase the capacity or efficiency of the item or extend its useful life beyond the original estimate.

The Township’s capital assets reside within several asset classes as defined by the Government Accounting Standard Board (GASB). Organizing them into assets categories and assigning the categories useful lives allows the asset to be easily identifiable (see below).

Asset Class	Useful Life
Land (acquisition)	In Perpetuity
Buildings	40 – 60 years
Improvements – land & building	15 – 30 years
Vehicles	05 – 10 years
Equipment - machinery, information technology, furniture & fixtures	03 – 15 years
Infrastructure – parks, sidewalks, trails, sewer & water system improvements, road improvements	50 – 75 years

### Source of Funds

Capital Improvement funds were established to provide a source of funding and the ability to track costs for approved capital projects and equipment replacement. The Township has six capital improvement funds. Funding is available through a special assessment, grants, and a General fund transfer.

In addition, in 2022, the Township received American Rescue Plan Act (ARPA) funds of \$2,375,592 to provide for various Township improvements, of which the current balance is approximately \$811,877. ARPA funds are required to be “obligated” by the end of 2024.

A Fire Capital Millage of 1.0 mills and a Police Capital Millage of 0.3 mills provide the Fire and Police Departments, respectively, a consistent, annual revenue source for vehicles, building maintenance and construction, and heavy equipment.

The Township has funds established for sanitary sewer, water, and street improvements. The Sewer/Water funds receive a surcharge assessed by the Township on the utility bill of Township residents to help offset the cost of any improvements. Expansions of the system resulting from new developments are paid for by the development company.

Major expenditures result when maintenance is performed, a part of the existing infrastructure fails, or the Township seeks an opportunity to expand the existing infrastructure. Often these costs have been paid for through special assessment districts or by seeking grant funds. In some instances, the Township has tapped into its Sewer Fund balance to offset some of the costs and/or reduce the burden on the special assessment district. The Sewer Fund was created many years ago when the sanitary sewer system was first established, primarily through grant funding and tap-in fees. In recent years, the Sewer Fund has financed significant maintenance and improvement projects. Similarly, a Street Improvement Fund annually supports significant road improvement efforts.

A Building Improvements fund was established, through a transfer from the General fund in 2018 to provide for improvements related to the Township hall, including HVAC, parking lot, and grounds improvements for the Township hall and Police Station.

Improvements and equipment replacement for Township recreation areas is primarily funded through the General fund. Recreation areas in the Township include parks, trails, and the Grand Prairie golf course.

### Projecting Future

As will be described below, the CIP and the projects within it were determined based on priorities and goals more so than available funds. The Planning Commission is concerned more about documenting all priorities for the next five years than limiting those priorities and projects by a set amount of funds. Therefore, the effort necessary to determine an accurate projection of future revenues in today's economy was not warranted. Therefore, if projects and priorities such as those identified in this Plan are to be implemented, additional revenue sources will have to be sought and obtained, such as ARPA funds to help offset the costs. It is important to take into consideration multi-year projects or projects that require a substantial capital cost. Significant fiscal planning will be required to budget for these costs. Annual revenues derived from millages can be "rolled-over" to the following year to assist in the planning of high-cost projects or multi-year projects.

The CIP funds rely on the availability of General fund monies to supplement projects, if necessary. A determination of future available revenues in the General fund to fund future CIP projects would be difficult because of the instability in the two primary sources of Township revenue: property taxes and state revenue sharing. Due to these uncertainties, no definitive projections are provided for Township revenues for the ensuing five years.

As a general and conservative approach, it should be assumed that revenue levels will remain the same. This accounts for increases in revenue due to inflation and modest development but also includes the likely decreases due to changes to the tax structure and/or reductions in revenue sharing distributions.

### Use of Funds

The Planning Commission relies on the Police and Fire departments to provide the determination of needs for their respective funds. The Fire Chief and the Police Chief review the information in the prior years' CIP and provide updates and feedback for the current five-year plan.

For several years now, the Fire department has set aside funds for the construction of a new fire station in Eastwood. Construction of the new fire station is expected to begin in 2024. The Township will use these funds, along with bond proceeds from an issuance, to finance the project. The Fire department's routine capital needs are the replacement of vehicles, station upgrades, and purchase of personnel equipment. For future CIP cycles, the Fire department anticipates particularly significant needs, including a large engine replacement in 2032, large, ladder engine replacements in 2037 and 2039, and fire station replacements.

Five-year projections are challenging for the Police department due to the unpredictable rate of turnover in the technology they use and the wear, tear, and risk placed on their equipment on a daily basis. The Police Chief relies on the stability of the Police capital millage to project future project costs. Routine capital needs for the Police Department include the replacement of vehicles, purchase of technical equipment and enhancement of technology infrastructure, and purchase of personnel equipment.

The Water fund projects are determined by the Township and the City of Kalamazoo. Currently, there are no Water fund projects scheduled. Street Improvement projects are determined by the Road Commission of Kalamazoo County (RCKC) and the Township. The CIP does not budget Street Improvement projects.

With the completion of the Stormwater, Asset Management, and Wastewater (SAW) plan, Prein & Newhof has provided the Township with a nine year project schedule for the sewer system contained in the Township. Project costs will be tracked through the Sewer Improvement fund. The Township intends to use the Sewer surcharge fees and/or grants to provide for the costs of these projects. COVID-related impacts significantly increased material and labor costs associated with sewer improvements, which may impact the scope and schedule of planned, sewer improvements.

General Township Improvement projects are identified by the Supervisor based on the improvement needs of Township Hall and Parks & Recreation areas throughout the Township. In 2022 and 2023, the Township hired architectural consultants to provide a space reconstruction and feasibility plan for the existing Township Hall and Police Station.

Specific annual maintenance and improvement projects in the General fund are somewhat interchangeable as new projects may come along in the immediate future that were not anticipated when this Plan was created or funding opportunities may arise that cannot be missed. The projects and equipment budgeted in the General fund do not require Planning Commission oversight but receive review and approval from the Township Board of Trustees through the budgeting process. Some highlights include:

**Township Roads Maintenance.** Annually, the Board of the Road Commissioners of Kalamazoo County (RCKC) shall determine the amount of participation (PAR) funds to be made available to the Township for use on local road preservation-structural improvement, preventative maintenance and construction projects. The Township must match the funds on a dollar-for-dollar basis. The source of the Township's matching funds is the General fund. The RCKC has provided approximately \$250,000 annually for local road maintenance and improvements in the Township. Maintaining a quality road network is vital to preserving quality neighborhoods, promoting economic development, and providing a high quality of life to Township residents. The CIP purposefully does not identify local roads and local road projects. Each year, the RCKC and the Township Board meet to discuss local road priorities and needs and how the money should be used in the Township. Because this evaluation occurs each year by those trained to address these issues, our concern is not the particular projects but simply the funds that are allocated to address them. The Street Improvement fund may provide some additional funding. In addition, the Township receives METRO Act fees (MCL 484.3120) to maintain and improve public right-of-ways with telecommunications equipment on it.

**Non-motorized Transportation.** The “2021 Update to the Non-Motorized Transportation Master Plan” provides a blueprint for improving the Township’s non-motorized system. For 2023, \$90,000 was budgeted and a transfer of \$300,000 of ARPA funds were dedicated for sidewalk improvements. The 2024-2029 CIP includes funds for on-going, sidewalk maintaince needs.

**Parks & Recreation Program.** The Planning Commission completed the 2020-2024 Parks & Recreation Master Plan, which identifies projects and goals for improving the Township’s park facilities. The Township used ARPA funds in 2022 to reconstruct the golf course parking lot and two tennis courts and two new pickleball courts at Stroud Family Park. The Township will continue to assess its park and recreation areas for improvements in future years.

**Capital Outlay.** The Township budgets funds for capital outlay in various departments in the General fund. These funds are used for equipment and improvements.

## CIP Tables

Attached are detailed, projected cost tables for a five-year period for capital improvements in the areas of General Township, Fire, Police, and Sewer System. Below is a summary of the projected annual costs from each of the tables.

	2024	2025	2026	2027	2028	2029
General Township	\$ 432,000	\$ 55,000	\$ 31,000	\$ 175,000	\$ 45,000	\$ 100,000
Fire Capital Improvements	\$13,399,500	\$ 408,000	\$340,000	\$ 317,000	\$515,000	\$ 85,000
Police Capital Improvements	\$268,000	\$446,000	\$236,000	\$226,000	\$346,000	\$181,000
Sewer Systems Improvements	\$ 1,323,200	\$ 958,600	\$ 863,800	\$930,000	\$ 785,200	\$
	\$15,422,700	\$1,867,600	\$1,470,800	\$1,493,000	\$1,691,200	\$366,000

Charter Township of Kalamazoo, 2024-2029 Capital Improvements Project List:

**General Capital Expenses - Roads, Parks, Buildings, Grounds, and IT**

Project	Location	Useful life	Qty	Funding Source	2024	2025	2026	2027	2028	2029	Comments
Park equipment maintenance	Various parks	15	1	Fund 101	6,000		6,000		6,000		
Seal existing asphalt track	Wilson Rec Area	5	1	Fund 101	6,000				6,000		
Sidewalk improvements	Township wide	50		Fund 101	20,000	20,000	20,000	20,000	20,000	20,000	
Generator	Township hall	10	1	Fund 402	200,000						
Replacement of maintenance pick up truck/snow plow	Township hall	10	1		75,000						
Forklift	Township hall	10	1	Fund 402	25,000						
Replace Dump truck/snow plow	Township hall	10	1		25,000						
VEEAM	Township wide			Fund 228	5,000	5,000	5,000	5,000	5,000	5,000	*
Building Security, Camera, & Access	Township wide	4-5		Fund 228	70,000					75,000	
Uninterrupted Power Supply (UPS)	Township IT	7	1-2	Fund 228		30,000					
Switches	Township IT	6	10	Fund 228				70,000			
Wireless Access Points (WAPs)	Township wide	5	16	Fund 228					8,000		
Firewall improvement	Township IT	4-5	2	Fund 228				80,000			*
Total Funds Expended					\$432,000	\$ 55,000	\$ 31,000	\$ 175,000	\$ 45,000	\$ 100,000	

\* Significant Capital improvements to VEEAM and the Firewall are also anticipated in the later half of 2023.

Note: An eventual plan for replacing the Township Hall/Police Station Cost will incorporate electric vehicle infrastructure.

Charter Township of Kalamazoo, 2024-2029 Capital Improvements Project List:

**Fire Capital Projects**

Project	Location	Useful life	Qty	Funding Source	2024	2025	2026	2027	2028	2029	Comments
Rebuild Eastwood Station	Eastwood station	50	1	Bond/ Fund 811	13,000,000						
Parking lot maint/rebuild	Lakewood station	15	1	Fund 811			75,000				
Install/build gym with equipment	Westwood	25	1	Fund 811	45,000						
Install HVAC unit Day Room	Northwood			Fund 811			10,000				
Fence replacement around property	Northwood	20		Fund 811	25,000						
Replace gym equipment	Northwood	15		Fund 811			25,000				
Parking lot maint/rebuild	Northwood	15	1	Fund 811		90,000					
Replace/repair Community Room	Northwood			Fund 811	15,000						
LED upgrades	Northwood/ Westwood	15		Fund 811	10,000						
Replace staff vehicle - Fire Maintenance	Township hall	8	1	Fund 811		75,000					Vehicle #856
Replace staff vehicle - Fire Chief	Township hall	8	1	Fund 811			75,000				Vehicle #890
Air bags/rescue struts	Westwood	15	1	Fund 811	35,000						Vehicle #814
Replace fencing around property	Westwood	25	1	Fund 811	20,000						
Replace/repair windows in Day Room	Westwood	25	1	Fund 811	4,500						
Replace back ramp concrete drive	Westwood	25	1	Fund 811		20,000					
Re-carpet, re-paint, updates to fire chief residence/staff living quarters	Westwood/ Eastwood	25	1	Fund 811	30,000						
Re-carpet, re-paint, updates to fire chief residence/staff living quarters	Northwood	25	1	Fund 811		20,000					
Parking lot maint/rebuild	Westwood	15	1	Fund 811				127,000			
Front apron concrete repair	Westwood	15		Fund 811	15,000						
Repair/replace underground boiler pipe	Westwood			Fund 811	15,000						House to Community Room
New bathroom/sink/fixtures	Westwood	15		Fund 811	5,000						
Replace A/C units in house	Westwood			Fund 811		18,000					
Exterior structure maintenance	Westwood	20		Fund 811				50,000			Repair siding, windows & roof
Vehicle technology updates	All stations	10	1	Fund 811	25,000	10,000	10,000	10,000		10,000	
Replace portable VHF/800 fire radios	All stations	10	18	Fund 811	25,000	15,000	15,000	25,000	15,000	25,000	
Replace rescue/extrication tools	All stations	15	3	Fund 811			100,000				Replace hydraulic with electric
Replace fire gear for firefighters	All stations	10	60	Fund 811	40,000	160,000	20,000	20,000		40,000	Coats, pants, boots, helmets, etc.
Replace staff vehicle unit 800 (BC 891)	Township hall	8		Fund 811				75,000			Fire Maint vehicle w/ plow?
Replace SCBA	All stations	12	52	Fund 811					500,000		
Station security updates, key fob, exterior cameras	All stations	25		Fund 811	55,000						
Station computer (IT) updates	All stations			Fund 811	10,000		10,000	10,000		10,000	
Repair/replace concrete walkway SW door	Northwood	20		Fund 811	25,000						
<b>Total Funds Expended</b>					<b>\$ 13,399,500</b>	<b>\$ 408,000</b>	<b>\$ 340,000</b>	<b>\$ 317,000</b>	<b>\$ 515,000</b>	<b>\$ 85,000</b>	

Note: Continue saving annual balance in anticipation of future station engineering and building and engine/ladder replacements. See text in CIP report.

Charter Township of Kalamazoo, 2024-2029 Capital Improvements Project List:

**Police Capital Projects**

Project	Location	Useful life	Qty	Funding Source	2024	2025	2026	2027	2028	2029	Comments
Replacement/Procurement of lethal & less lethal weapons platforms	Township hall	5		Fund 810		100,000		80,000			
Forensic/evidence equipment	Township hall	7		Fund 810	7,000						
Smart phone replacements	Township hall	3		Fund 810	15,000						
Police lockers install	Township hall	20		Fund 810		200,000					
Computer workstations	Township hall	5	30	Fund 810			60,000				
Identix digital fingerprint machine	Township hall	7		Fund 217			30,000				
Dictation equipment	Township hall	5		Fund 810	10,000						
Flock LPR				Fund 810	25,000	25,000	25,000	25,000	25,000	25,000	Video system to ID vehicle associated with felonies etc. Shared service with local agencies
Vehicle replacement - Admin/Support/Investigations vehicles		7		Fund 810	55,000	55,000	55,000	55,000	55,000	55,000	As needed
Vehicle replacement - police vehicles		7		Fund 810	45,000	45,000	45,000	45,000	45,000	45,000	As needed
Police vehicle change over costs		7		Fund 810	6,000	6,000	6,000	6,000	6,000	6,000	After market modifications
Police vehicle equipment		5		Fund 810	15,000	15,000	15,000	15,000	15,000	15,000	Installed in vehicles
Mobile workstations				Fund 810	60,000						
Drones					30,000						
Records management system	Township hall	10		Fund 810					200,000		
Canine Unit (dog replacement)		5		Fund 810						35,000	
Mobile Video Recorders (in-car)		5		Fund 810							Placeholding note for item post-2029
Body-worn Cameras		5		Fund 810							"
Radios (in-car)		10		Fund 810							"
Radios (mobile)		10		Fund 810							"
Total Funds Expended					\$ 268,000	\$ 446,000	\$ 236,000	\$ 226,000	\$ 346,000	\$ 181,000	

Charter Township of Kalamazoo, 2024-2029 Capital Improvements Project List:  
**Sewer Improvement Construction Projects**

Project	Location	Useful life	Qty	Funding Source	2024	2025	2026	2027	2028	2029	Comments
Sanitary Maintenance (Clean/CCTV/Root cut)	All areas	50		Fund 883	95,300	97,200	99,100	101,100	103,100	TBD	
Sanitary - Point repair	Ravine Rd.	50		Fund 883	45,500						
Sanitary - Point repair	Grand Prairie	50		Fund 883	47,000						
Sanitary - Point repair	Gull Rd. west of Fairfield Ave.	50		Fund 883	49,400						
Sanitary - Point repair	Turwill Ln.	50		Fund 883	109,500						
Sanitary - Point repair	Gull Road @ Henson	50		Fund 883	67,500						
Lift Station Improvements (Design)	G Avenue	50		Fund 883	24,400						
Lift Station Improvements (Construction)*	G Avenue	50		Fund 883	825,800						
Lift Station Improvements (Admin/Observ)	G Avenue	50		Fund 883	36,400						
Lift Station Improvements (Design)	Kenilworth	50		Fund 883	22,400						
Lift Station Improvements (Construction)*	Kenilworth	50		Fund 883		673,200					
Lift Station Improvements (Admin/Observ)	Kenilworth	50		Fund 883		22,400					
Lift Station Improvements (Construction)*	Bixby Rd.	50		Fund 883		91,800					
Sanitary - Point repair	E. Main St. @ Cooper Ave.	50		Fund 883		54,400					
Lift Station Improvements (Design)	Mosel Lift Station	50		Fund 883		19,600					
Lift Station Improvements (Construction)*	Mosel Lift Station	50		Fund 883			587,800				
Lift Station Improvements (Admin/Observ)	Mosel Lift Station	50		Fund 883			19,600				
Sanitary - Point repair	Ira Avenue	50		Fund 883			85,300				
Sanitary - Point repair	Arlington St.	50		Fund 883			51,000				
Lift Station Improvements (Design)	Schippers Ln.	50		Fund 883			21,000				
Lift Station Improvements (Construction)*	Schippers Ln.	50		Fund 883				628,600			
Lift Station Improvements (Admin/Observ)	Schippers Ln.	50		Fund 883				21,000			
Sanitary - Point repair	N. Burdick St.	50		Fund 883				55,900			
Sanitary - Point repair	N. Burdick St. @ Mosel	50		Fund 883				83,800			
Sanitary - Point repair	Gilkison Ave.	50		Fund 883				25,400			
Lift Station Improvements (Design)	Lauderdale Dr	50		Fund 883				14,300			
Lift Station Improvements (Construction)*	Lauderdale Dr	50		Fund 883					356,000		
Lift Station Improvements (Admin/Observ)	Lauderdale Dr	50		Fund 883					14,300		
Sanitary - Point repair	Nichols Rd., north of W. Main St.	50		Fund 883					50,000		
Sanitary - Point repair	Douglas Ave., north of Kaaf Dr.	50		Fund 883					69,000		
Sanitary - Point repair	Douglas Ave. at Barn Owl Ln.	50		Fund 883					51,800		
Sanitary - Reconstruction	Douglas Rd./Barney	50		Fund 883					43,000		
Sanitary - Reconstruction	W. Main St., east of Sage St.	50		Fund 883					33,900		
Force Main Replacement	Lauderdale Lift Station	50		Fund 883					64,100		
Total Funds Expended					\$1,323,200	\$958,600	\$863,800	\$930,100	\$785,200	\$-	

\* Estimated costs for Lift Station construction are twice the amount projected in the previous CIP.