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**NOTICE  
OSHTEMO CHARTER TOWNSHIP  
PLANNING COMMISSION**

**Work Session  
Thursday, September 27, 2018  
6:00 p.m.**

**AGENDA**

1. Call to Order
2. Approval of Agenda
3. Public Comment on Non-Agenda Items
4. Approval of Minutes: September 13, 2018
5. Agritourism Ordinance Review
6. *GO!* Green Oshtemo Master Plan Update Review
7. Any Other Business
8. Planning Commissioner Comments
9. Adjournment

**Policy for Public Comment**  
**Township Board Regular Meetings, Planning Commission & ZBA Meetings**

All public comment shall be received during one of the following portions of the Agenda of an open meeting:

- a. Citizen Comment on Non-Agenda Items or Public Comment – while this is not intended to be a forum for dialogue and/or debate, if a citizen inquiry can be answered succinctly and briefly, it will be addressed or it may be delegated to the appropriate Township Official to respond at a later date.
- b. After an agenda item is presented by staff and/or an applicant, public comment will be invited. At the close of public comment there will be board discussion prior to call for a motion.

Anyone wishing to make a comment will be asked to come to the podium to facilitate the audio/visual capabilities of the meeting room. Speakers will be invited to provide their name; it is not required unless the speaker wishes to have their comment recorded in the minutes.

All public comment offered during public hearings shall be directed, and relevant, to the item of business on which the public hearing is being conducted. Comment during the Public Comment or Citizen Comment on Non-Agenda Items may be directed to any issue.

All public comment shall be limited to four (4) minutes in duration unless special permission has been granted in advance by the Supervisor or Chairperson of the meeting.

Public comment shall not be repetitive, slanderous, abusive, threatening, boisterous, or contrary to the orderly conduct of business. The Supervisor or Chairperson of the meeting shall terminate any public comment which is in contravention of any of the principles and procedures set forth herein.

(adopted 5/9/2000)  
(revised 5/14/2013)

**Policy for Public Comment**  
**6:00 p.m. "Public Comment"/Portion of Township Board Meetings**

At the commencement of the meeting, the Supervisor shall poll the members of the public who are present to determine how many persons wish to make comments. The Supervisor shall allocate maximum comment time among persons so identified based upon the total number of persons indicating their wish to make public comments, but no longer than ten (10) minutes per person. Special permission to extend the maximum comment time may be granted in advance by the Supervisor based upon the topic of discussion.

While this is not intended to be a forum for dialogue and/or debate, if a citizen inquiry can be answered succinctly and briefly, it will be addressed or it may be delegated to the appropriate Township Official to respond at a later date.

Anyone wishing to make a comment will be asked to come to the podium to facilitate the audio/visual capabilities of the meeting room. Speakers will be invited to provide their name; it is not required unless the speaker wishes to have their comment recorded in the minutes.

Public comment shall not be repetitive, slanderous, abusive, threatening, boisterous, or contrary to the orderly conduct of business. The Supervisor shall terminate any public comment which is in contravention of any of the principles and procedures set forth herein.

(adopted 2/27/2001)  
(revised 5/14/2013)

**OSHTEMO CHARTER TOWNSHIP  
PLANNING COMMISSION**

**MINUTES OF A MEETING HELD SEPTEMBER 13, 2018**

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**Agenda**

**DRAFT ORDINANCE CHANGES:**

**Section 53:510 – Reversion of Rezoning (Conditional Rezoning)**

**Section 64.100 – Designated Highways (Setbacks and Sideline Spacing)**

**OLD BUSINESS**

**a. Zoning Ordinance Re-Organization Tables/Graphics**

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A meeting of the Oshtemo Charter Township Planning Commission was held on Thursday, September 13, 2018, commencing at approximately 7:00 p.m. at the Oshtemo Charter Township Hall.

MEMBERS PRESENT:                   Cheri Bell, Chairperson  
Fred Antosz  
Ollie Chambers  
Dusty Farmer, Secretary  
Micki Maxwell  
Mary Smith  
Bruce VanderWeele, Vice Chairperson

MEMBERS ABSENT:                   None

Also present were Julie Johnston, Planning Director, James Porter, Township Attorney, Martha Coash, Meeting Transcriptionist, and one interested person.

**Call to Order and Pledge of Allegiance**

Chairperson Bell called the meeting to order at approximately 7:00 p.m. and invited those present to join in reciting the “Pledge of Allegiance.”

**Agenda**

Chairperson Bell asked for additions or deletions to the proposed agenda.

Ms. Johnston said she had two updates to add under “Any Other Business,” 1) GO! Green Oshtemo planning effort, and 2) Lighting Ordinance and enforcement.

The Chair asked for a motion.

Mr. VanderWeele made a motion to accept the agenda with the suggested amendments. Mr. Chambers supported the motion. The motion was approved unanimously.

### **Public Comment on Non-Agenda Items**

The Chair determined no one in the audience cared to comment regarding non-agenda items and moved to the next agenda item.

### **APPROVAL OF THE MINUTES OF THE WORK SESSION OF AUGUST 23, 2018**

The Chair asked if there were any additions, deletions or corrections to the Work Session Minutes of August 23, 2018. Hearing none, she asked for a motion.

Mr. VanderWeele made a motion to approve the minutes of the Work Session of August 23, 2018 as presented. Ms. Maxwell supported the motion. The motion was approved unanimously.

Chairperson Bell moved to the next agenda item.

### **DRAFT ORDINANCE CHANGES:**

#### **Section 53:510 – Reversion of Rezoning (Conditional Rezoning)**

The Chair asked Ms. Johnston to present the Staff report regarding Reversion of Rezoning.

Ms. Johnston reported the Township recently received an inquiry on a property, 3000 South 11<sup>th</sup> Street, that was conditionally rezoned in 2016 to the R-3: Residence District to allow office uses to develop. The property was originally zoned R-2: Residence District. The request from a realtor was to allow the property to be used as a single-family home, as originally zoned. In reviewing the conditional rezoning application and Section 53: Conditional Rezoning of the Zoning Ordinance, it became clear that the conditional rezoning no longer met the requirements of Section 53.500, which indicates that the approve development or use must be established within 12 months of the rezoning.

She said conditional rezoning for 3000 South 11<sup>th</sup> Street was never established and the period for requesting an extension lapsed. Township staff was going to initiate a reversion to the original R-2 District, but found that the language in Section 53.510 required a full public process. She said Township staff would first have to request the reversion process be initiated at a Township Board meeting then, if approved, the Planning Commission would have to hold a public hearing and the Township Board would have to hold two readings.

Ms. Johnston said the ordinance seems redundant and over-regulatory as Section 53.510 clearly states that if the use is not established within 12 months of

approval or an extension is not granted, the land reverts to its former zoning classification. To ensure this happens, the Township would just need to record a revocation of conditional rezoning with the County Registrar of Deeds, removing the conditions established on the property.

She asked the Planning Commission to consider the following changes:

*Section 53.510 – Reversion of zoning.*

*If **the** approved development and/or use of the rezoned land do not occur within the time frame specified under Subsection 53.500 ~~above~~, then the land shall revert to its former zoning classification as set forth in MCL 125.3405 (**Michigan Zoning Enabling Act, Public Act 110 of 2006**).*

*The reversion process shall be initiated by **Township staff who will send a notification letter to the property owner indicating a Revocation of Conditional Rezoning will be recorded with the County Registrar of Deeds. The property owner will have 30 days from the date of the notification letter to appeal the Revocation to the Township Board. If no appeal is filed within the 30-day period, the Revocation of Conditional Rezoning will be recorded and the land shall revert to its former zoning classification.***

*~~the Township Board requesting that the Planning Commission proceed with consideration of rezoning of the land to its former zoning classification. The procedure for considering and making this reversionary rezoning shall thereafter be the same as applied to all other rezoning requests.~~*

Attorney Porter explained it is not necessary to go through the existing public process for the land to revert to its original zoning if the requirements are not met; it could automatically revert under the proposed simplified changes as long as the Township is providing necessary due process by notifying the property owner.

In answer to a question from Ms. Farmer about how one would go about extending the deadline for establishment of use, Ms. Johnston said substantial changes would need to have been made. The owner would need to write a letter asking for an extension and outlining what had been done. The Township Board would approve or deny the request. The request could be denied if circumstances changed and the request was no longer appropriate. If the Board approved the extension they could decide on the amount of time to grant, likely six – 12 months.

Chairperson Bell wondered if there was internal infrastructure in place to keep track in order to be able to send a notification letter to the owner ahead of the deadline.

Ms. Johnston noted tracking is not currently being done but electronic means are available to do so.

After further discussion it was felt that in addition language could be added to the revisions to require the owner to inform the Township within the 12 month period that they have established use. It was also decided it would be appropriate if notice had not

been received of established use, to notify the owner at the end of 12 months that an extension request would be necessary via a trackable communication. The owner would be given a 30 day period to verify establishment of conditional use or to file an appeal. If not received with the 30 day period, the conditional zoning revocation would be recorded.

In response to a question from Mr. VanderWeele who wondered if the request could go to the Planning Commission rather than the Township Board, Attorney Porter explained the Planning Commission does not have the authority, in this instance, to provide due process to the owner. The Commission is a recommending body for zoning.

Ms. Johnston will make the revisions as discussed and plan for a public hearing at the November 8 Planning commission meeting.

### **Section 64.100 – Designated Highways (Setbacks and Sideline Spacing)**

Chairperson Bell asked Ms. Johnston to review the next agenda item regarding Designated Highway Setbacks requirements.

Ms. Johnston said Staff would like the Planning Commission to consider changing the setback requirements of Section 64.100: Designated Highways. The setbacks listed for these roadways are quite large, particularly for streets that are predominately used and zoned residential. Staff's main concerns center around the inconsistency in setbacks within the Township. Residential homes on parts of 6<sup>th</sup> Street must meet the 70-foot setback but on other parts of the same roadway, are required to only be 30 feet back from the right-of-way. In addition, the ordinance has been challenging to administer for this same reason. Public reception of the setback differences, particularly for residential homes, has not been well received. The larger setback takes up a considerable amount of buildable land. This is particularly true for smaller parcels found along these roadways.

She said Staff did some investigation into this section of the Zoning Ordinance to try to determine why these setbacks were initially established. Looking at past minutes of the Zoning Board, it appears Designated Highways have been around since at least 1972. According to a public notice from December of 1972, setbacks from designated highways with at least a 66-foot wide right-of-way was 100 feet. The Designated Highways ordinance was in place when the Zoning Ordinance was re-codified in 1984. However, the exact configuration of the requirements could not be found. But, Staff assumes the current setback distances were determined during the 1984 re-codification because none of the amendments since that time changed the setback distances.

Staff speculated these larger setbacks were due to a desire to retain a rural character in the Township. The farther buildings are set back from the road, the more opportunity for existing vegetation, green spaces, and new landscaping. These setbacks could also have been established to provide opportunities for more right-of-way on these primary roads. After reviewing minutes from a May 1998 Planning

Commission meeting, roads were added to the Designated Highways list because of their classification change by the Road Commission of Kalamazoo County – meaning a change from a local road to a primary road. But, no reasoning for why these particular roads needed a larger setback was given other than the road designation change.

She noted looking through the Zoning Board of Appeals record since 2005, there were approximately 10 front yard variance requests made due to the Designated Highways setback requirement. Staff asked the Planning Commission to consider the following changes:

<b>East &amp; West</b>	<b>Minimum Setback Distance</b>
<i>West Main Street from 12<sup>th</sup> Street to Van Kal Street</i>	<i>170 feet from the center of the street right-of-way</i>
<i>Stadium Drive from 12<sup>th</sup> Street to the South line of SECTION 31 of the Township</i>	<i>120 feet from the center of the street right-of-way</i>
<i><del>Almena Drive from West Main to Van Kal Street</del></i>	<i><del>120 feet from the center of street right-of-way</del></i>
<i><del>H Avenue from 12<sup>th</sup> Street to Van Kal Street</del></i>	<i><del>70 feet from the street right-of-way</del></i>
<i><del>KL Avenue from 12<sup>th</sup> Street to Van Kal Street</del></i>	<i><del>70 feet from the street right-of-way</del></i>
<b>North &amp; South</b>	
<i>12<sup>th</sup> Street/Drake Road the entire length of Township</i>	<i>120 feet from centerline of street right-of-way</i>
<i><del>Van Kal Street from the South line of SECTION 31 of the Township to West Main Street and the portions within Sections 6 and 7 of the</del></i>	<i><del>70 feet from the street right-of-way</del></i>
<i><del>6<sup>th</sup> Street from G Avenue to West Main Street and from ML Avenue to N Avenue</del></i>	<i><del>70 feet from the street right-of-way</del></i>
<i><del>10<sup>th</sup> Street from G Avenue to West Main Street</del></i>	<i><del>70 feet from the street right-of-way</del></i>
<i><del>9<sup>th</sup> Street from the centerline of Section 2 to N Avenue</del></i>	<i><del>70 feet from the street right-of-way</del></i>
<i><del>4<sup>th</sup> Street from West Main to the South line of the Township</del></i>	<i><del>70 feet from the street right-of-way</del></i>
<i><del>11<sup>th</sup> Street from Stadium Drive to Parkview Avenue</del></i>	<i><del>70 feet from the street right-of-way</del></i>

*The minimum setback for all buildings constructed along the highways above designated within the Township shall be as prescribed above unless a larger setback is otherwise required in the Zoning Ordinance or unless the building is constructed or located within 300 feet of a building existing on the effective date of this Ordinance provision (August 31, 1998) which is closer than the above prescribed setback requirements, in which case such setback may be decreased according to the following schedule:*

<i>Distance Between Buildings</i>	<i>Setback Distances</i>
<i>Over 175 feet and up to 300 feet</i>	<i>Existing building setback distance, plus 2/3 of the difference between the prescribed setback distance and the existing building setback distance.</i>
<i>Over 50 feet and up to 175 feet</i>	<i>Existing building setback distance, plus 1/3 of the difference between the prescribed setback distance and the existing building setback distance.</i>
<i>Up to 50 feet</i>	<i>Existing building setback distance but not less than 40 feet from the street right-of-way line.</i>

She said the current requirement for residential and agricultural setbacks outside of streets designated as highways is 30 feet from the road right-of-way. For commercial and industrial uses, the setback is 70 feet from the road right-of-way. Staff recommended letting these regulations stand for those ~~streets~~ roads indicated above. For commercial uses, the setback distance required for most of the designated highways would be met anyway, as the general ordinance requirement is already 70 ft.

Ms. Johnston said there were two reasons staff is requesting to keep West Main Street, Stadium Drive, and Drake Road as designated highways. First, these are the major thoroughfares in the Township that developed primarily as commercial corridors. Second, the rights-of-way lines on these roads varies, depending on the location within the Township. Having a setback requirement from the center line instead of the right-of-way line provides for consistency in appearance of building frontages, essentially creating a build-to line.

After discussion regarding how setback regulations could affect future development including difficulty in adding wider roads, sidewalks and bike paths, and new construction of buildings, whether it might be better to require 40 feet rather than 30, considerations regarding trying to put as many homes into compliance with setback regulations, and whether wider setbacks could/should be different for the western portion of the Township than for the eastern portion, it was agreed further investigation was warranted.

Ms. Johnston and Mr. Clark, Zoning Administrator, will return to the Board with more information after they have explored these questions.

**OLD BUSINESS**

**a. Zoning Ordinance Enhancements through the addition of Tables and Graphics.**

Chairperson Bell moved to the next item on the agenda and asked Ms. Johnston for her presentation regarding Zoning Ordinance Enhancements through the addition of Tables and Graphics.

Ms. Johnston reported after reviewing the Township's zoning ordinance, Wade Trim developed a preliminary listing of recommended tables/graphics for consideration.

After comments/suggestions have been received and the list finalized, Wade Trim will begin preparing tables and graphs for review.

Mr. Antosz appreciated looking at information this way rather than just verbiage.

Chairperson Bell asked that when the tables/graphics are included on the web site they be large enough to be easily readable.

Ms. Johnston said each table and graph could be made as large as a page on the website. She hoped to have the final ordinance reorganization, including the graphs and tables, to present to the Commission at the second meeting in October with the goal of setting a public hearing in November.

## **ANY OTHER BUSINESS**

### **a. GO! Green Oshtemo Planning Effort**

Ms. Johnston updated the Board on the GO! Green Plan to date. Staff has been working on this for 8-9 months and during the plan development process it was decided that the Plan should be included as part of the Township's overall Master Plan. The intent of this inclusion is to provide future integrated reviews of these important Township features as part of the Master Plan five-year review requirement. To include the GO! Green Plan into the Master Plan, the full public adoption process is required, which means distribution to our neighboring jurisdictions for a 63-day review.

Ms. Johnston plans to bring some segments of the Plan to the Commission in September and the full draft in October. The 63-day review period, which will occur in November-December will allow ample time for refining and editing.

Chairperson Bell felt it was a great idea to include the GO! Green Plan in the Master Plan.

Ms. Farmer noted the Planning Commission used to look at other jurisdictions' Master Plans and felt it would help in the effort to be more regionalized to review them.

Chairperson Bell agreed, mentioning the benefit of neighborly concern, but noted Master Plans are not a small thing to review and felt they could focus on what might be applicable to Oshtemo Township, such as Future Land Use Plan, Non-motorized Plan, trail connections etc.

### **b. Lighting Ordinance and Enforcement**

Ms. Johnston explained there have been complaints about strings of LED lights on building façades. She said the ordinance requires lights to shine straight down and therefore these types of "string" lighting is not allowed by code. These lights cannot be

downward directed, so it violates the ordinance. About ten properties have been sent letters telling them the lights must be taken down by a date certain.

Business owners want the lights and have gone to the Township Board to ask about changing the ordinance. The Board held a work session regarding this issue on September 11<sup>th</sup> and decided they would like the Planning Commission to review the ordinance. It was last considered by the Planning Commission in 2006, but at that time the Commission did not feel these types of lights should be allowed.

In the interim, she said owners have been asked to turn the lights off – some have complied, others haven't. The Ordinance Enforcement Officer is working with the business owners to ensure the noncompliant lights are being turned off for now. Research will need to be done before the issue can be brought to the Commission for review. Ms. Johnston thought she might be prepared by the November meeting.

### **PLANNING COMMISSIONER COMMENTS**

In response to the Chair, Ms. Johnston updated the Board on progress at Westgate and developments on MDOT preliminary road requirements for that area.

Chairperson Bell said there will be an open house September 16 from 1 – 4 p.m. at the Drake Farmstead property. The recently commissioned mural painted by Conrad Kauffman will be unveiled at the open house.

### **ADJOURNMENT**

Hearing no further comments, Chairperson Bell adjourned the meeting at approximately 8:30 p.m.

Minutes prepared:  
September 14, 2018

Minutes approved:  
\_\_\_\_\_, 2018



September 19, 2018

**Mtg Date:** September 27, 2018  
**To:** Planning Commission  
**From:** Julie Johnston, AICP  
**Subject:** Agritourism draft ordinance review

The last date of review of the Agritourism Ordinance was the August 23<sup>rd</sup> work session. The draft ordinance attached shows the requested changes from that meeting shown in **red**. As shown in previous drafts of the ordinance, amendments requested prior to August 23<sup>rd</sup> are now shown in **bold** to help track the progression of the ordinance updates. We have completed the review of Agribusinesses and Agritourism, Category 1 and 2. This work session will focus on Agritourism, Category 3.

Thank you.

## Definitions

- A. Agribusiness: Any business catering exclusively to agricultural production, which may include, but is not limited to, supplying services or goods (such as feed or supplies) to producers of marketable agricultural products like greenhouses, nurseries, and farm cooperatives.
- B. Agritourism: An agriculturally based operation or activity that brings public to a working farm for the purpose of enjoyment, education, or active involvement in the farm operation. Agritourism enterprises are further classified as follows:
  - 1. Agritourism, Category 1: An agritourism enterprise limited to u-pick fruits and vegetable operations, direct on-farm product sales, and farm markets.
  - 2. Agritourism, Category 2: An agritourism enterprise that includes education, entertainment, agricultural related uses and products, and limited non-agricultural related uses and products including: educational tours; historical agricultural exhibits; educational classes, lectures and seminars; petting farms, animal display and pony rides; ~~riding stables; greenhouses~~; outdoor mazes of agricultural origin, such as straw bales or corn; wagon, sleigh and hayrides; nature trails; outdoor picnic areas; the use or rental of farm buildings for periodic special events; and, other similar uses.
  - 3. Agritourism, Category 3: An agritourism enterprise that utilizes the rural character or agricultural buildings on site for nonresidential special events or activities, including: educational tours, classes, lectures, and seminars; celebratory gatherings such as weddings; retail events such as farm markets, barn markets, and agricultural sales; day camps; and, other similar special events or activities.
- C. Agricultural products: Includes but is not limited to, crops (corn, wheat, hay, potatoes); fruit (apples, peaches, grapes, cherries, berries, etc.); cider; vegetables (sweet corn, pumpkins, tomatoes, etc.); floriculture; herbs; forestry; husbandry; livestock and livestock products (cattle, sheep, hogs, horses, poultry, ostriches, emus, farmed deer, farmed buffalo, milk, eggs, and fur, etc.); aquaculture products (fish, fish products, water plants and shellfish); horticultural specialties (nursery stock, ornamental shrubs, flowers and Christmas trees); maple sap, etc.
- D. Agriculturally related products: Items sold at a farm to attract customers and promote the sale of agricultural products. Such items include, but are not limited to, all agricultural and horticultural products, animal feed, baked goods, ice cream and ice cream-based desserts and beverages, jams, honey, food stuffs, and other items promoting the farm and on-site production.
- E. Non-agriculturally related products: Items not connected to farming or the farm operation, such as novelty t-shirts or other clothing, crafts and knick-knacks imported from other states or countries, etc.
- F. Agriculturally related uses: Those activities that predominantly use agricultural products, buildings or equipment, such as pony rides, corn mazes, pumpkin rolling, sleigh/hay rides, and educational events, such as farming and food preserving classes, etc.

- G. Non-agriculturally related uses: Activities that are part of an agricultural tourism operation's total offerings but not tied to farming. Such non-agriculturally related uses include amusement rides, concerts, special events, etc.
- H. Farm Market: The sale of agricultural products directly to the consumer from a site on a working farm or any agricultural, horticultural or agribusiness operation or agricultural land. This definition includes farm stands and roadside stands.
- I. U-Pick: A fruit or vegetable-growing farm that provides the opportunity for customers to pick their own fruits or vegetables directly from the plant.
- J. Seasonal: A recurrent period characterized by certain occurrences, festivities, or crops; harvest, when crops are ready; not all year round.

## PERMITTED USES WITH CONDITIONS

### A. Agribusiness

1. Total building floor area for the agribusiness shall not exceed 2,000 square feet.
2. The maximum portion of any building used for agribusiness sales shall not exceed 600 square feet.
3. **Outdoor storage of agribusiness materials shall be limited to 1,000 square feet and shall be located in the rear yard only.**
4. Access to an agribusiness use must be from the County primary road **or State highway**.
5. On-site vehicle parking shall be provided on agribusiness property as follows:
  - a. The total number of required spaces shall be calculated as one space for every 1,000 square feet of the total building floor area, plus one space for every two employees. This shall not include areas dedicated to agricultural production.
  - b. Parking lots shall be clearly demarcated through some physical means like timbers, fences, stakes, etc.
  - c. The on-site parking shall be arranged so no vehicle movements occur in the public right-of-way and to avoid the accumulation of parked cars on the public roads.
  - d. Parking and driveway surfaces may be pervious or hard surface.
6. A written narrative will be provided with any application describing the use in detail, including all the types of items, goods and merchandise that are proposed to be sold; the proposed hours of operation; measures that are to be taken to assure that the operation of the use will take place only in a safe and convenient manner; and other information describing the use and which will assist the reviewing body in determining whether the application meets the conditional use requirements.
7. If the proposed agribusiness use would cause undue impacts to surrounding properties related to drainage, traffic, noise, or other general health and safety issues, as determined by the Planning Director, **or if the size of the agribusiness exceeds the maximums allowed herein**, review and approval by the Planning Commission as a Special Use shall be required.

### B. Agritourism, Category 1

1. Farm markets with a sales area of 100 square feet or less, seasonal in nature, and where no permanent structure exists, are exempt from this ordinance.
2. **The maximum area for farm markets shall be 3,000 square feet, which includes both the floor area of the building and the outdoor storage/display.** Farm markets larger than **3,000** square feet shall be a Special Use reviewed and approved by the Planning Commission.

3. Farm market buildings equal to or less than 200 square feet in size shall be located not closer than 15 feet from the road right-of-way line or 25 feet from the edge of pavement, whichever is greater. Farm market buildings greater than 200 square feet in size shall comply with the minimum required setback distances for the district in which such building is located.
4. Retail sales.
  - a. At least 75 percent of the products marketed and offered for sale (measured as an average over the farm's marketing season) must be grown or produced on and by the affiliated farm. For purposes of this requirement, affiliated means a farm under the same ownership or control (e.g. leased) as the farm market whether or not the farm market is located on the property where production occurs.
  - b. The remainder 25 percent of products sold must be agriculturally related products as defined by **Article 2: Definitions**.
  - c. For purposes of determining the percentage of products being marketed, the primary measure will be retail space used to display products offered for retail sale during the affiliated farm's marketing season. If measurement of retail space during the marketing season is not feasible, then the percent of the gross sales dollars of the farm market will be used.
5. Access to an agritourism use must be from the County primary road **or State highway**.
6. On-site vehicle parking shall be provided on agritourism property as follows:
  - ~~a. The total number of required spaces shall be calculated as one space for every 1,000 square feet of the main public activity area, plus one space for every two employees. This shall not include areas dedicated to agricultural production.~~
  - ~~b. 24 foot two-way or 20 foot one-way circulation aisles shall be maintained. To ensure drive aisles are maintained, the location of parking spaces shall be defined by providing some type of marker at the center of the space to be placed every 64 feet for two-way traffic and 60 feet for one-way traffic.~~
  - c. Parking lots shall be clearly demarcated through some physical means like timbers, fences, stakes, etc.
  - d. The on-site parking shall be arranged so no vehicle movements occur in the public right-of-way and to avoid the accumulation of parked cars on the public roads.
  - e. Parking and driveway surfaces may be pervious or hard surface.
7. A written narrative describing the use in detail, including the proposed hours of operation; measures that are to be taken to assure that the operation of the use will take place only in a safe and convenient manner; and other information describing the use and which will assist the reviewing body in determining whether the application meets the conditional use requirements.

8. If the proposed agritourism use would cause undue impacts to surrounding properties related to drainage, traffic, noise, or other general health and safety issues, as determined by the Planning Director, review and approval by the Planning Commission as a Special Use shall be required.

## SPECIAL USES

### A. Agritourism, Category 2

1. Narrative. A written narrative describing the use in detail, including both agriculturally related and non-agriculturally related products and uses; proposed hours of operation; measures that are to be taken to assure that the operation of the use will take place only in a safe and convenient manner; special events; and other information describing the use and which will assist the Planning Commission in determining whether the application meets the Special Use requirements.
2. General Standards:
  - a. Parcel size. Parcels must be a minimum of 10 acres. The Planning Commission may consider a smaller parcel size depending on the agritourism uses planned. Their consideration of a smaller parcel size will be based on the intensity and scale of the proposed agritourism use, compatibility with surrounding property owners, and will be harmonious with the existing character of the area.
  - b. Maximum floor area. The maximum floor area for all buildings related to the agritourism use shall be 10,000 square feet. Clusters of smaller, architecturally appropriate structures are encouraged to maintain rural character of the agritourism use. This maximum floor area does not include greenhouses.
  - c. **Outdoor storage/display. The maximum area for the storage/display of agricultural products for sale shall be one acre. This requirement does not apply to u-pick operations.**
  - d. Architectural character. All buildings shall incorporate a rural theme in terms of style and design. This means new agritourism uses involving new structures shall complement and enhance the rural environment. For example, gable or gambrel roofs, roof ornamentation such as cupolas, dormers, porches, and decorative shutters.
  - e. New uses **and buildings**. New uses **and buildings** shall be located, designed and operated so as not to interfere with normal agricultural practices on and off site. Non-agricultural uses should be limited to lands with poor agricultural soils or lands otherwise not suitable for agricultural purposes.
  - f. Use and product percentages. Agricultural products produced on site, agriculturally related products and uses, and non-agriculturally related products and uses are permitted based on the following percentages:
    - i. At least 50 percent of the products (measured as an average over the farm's marketing season) and uses marketed and offered must be grown or produced on and by or have a direct relationship with the affiliated farm. For purposes of this requirement, affiliated

means a farm under the same ownership or control (e.g. leased) as the farm market whether or not the farm market is located on the property where production occurs.

- ii. A maximum of 30 percent of the products and uses marketed and offered may be other agriculturally related products and uses as defined by Article 2: Definitions.
  - iii. A maximum of 20 percent of the products and uses marketed and offered may be non-agriculturally related products and uses as defined by Article 2: Definitions.
  - iv. For purposes of determining the percentage of products and uses being marketed and offered, the primary measure will be square footage of space used for each individual product or use. If measurement of retail space during the marketing season is not feasible to determine percentage of product, then the percent of the gross sales dollars will be used.
- g. Parking. On-site vehicle parking shall be provided on agribusiness property as follows:
- i. The total number of required spaces shall be calculated as one space for every 1,000 square feet of the main public activity area, plus one space for every two employees. **The main public activity areas shall be defined as the primary buildings and outdoor spaces where the public congregates for the agritourism use.** This shall not include areas dedicated to agricultural production.
  - ii. 24-foot two-way or 20-foot one-way circulation aisles shall be maintained. To ensure drive aisles are maintained, the location of parking spaces shall be defined by providing some type of marker at the center of the space to be placed every 64 feet for two-way traffic and 60 feet for one-way traffic.
  - iii. Parking lots shall be clearly demarcated through some physical means like timbers, fences, stakes, etc.
  - iv. The on-site parking shall be arranged so no vehicle movements occur in the public right-of-way and to avoid the accumulation of parked cars on the public roads.
  - v. Parking and driveway surfaces may be pervious or hard surface.
  - vi. **Accessible spaces must be provided in accordance with the requirements of Americans with Disabilities Act of 1990, utilizing the most current design standards.**
  - vii. **The Planning Commission may reduce or defer the number required parking spaces if the applicant provides a parking study that demonstrates, to the satisfaction of the Planning Commission, that a reduced number of parking spaces will meet the parking needs of the Agritourism uses. If parking is deferred, the location of those deferred spaces must be shown as such on the required site plan.**
- h. Lighting. Any exterior lighting installed related to an agritourism use or activity shall be appropriately shielded and directed downwards to minimize light pollution. All lighting shall meet the standards of Article 49: Lighting.

- i. Trash receptacles. Trash receptacles shall be provided. **If dumpsters are provided, they shall be placed on a hard surface** and shall be completely obscured from view by a screen fence or wall.
  - j. Screening. **Opaque** screening, consisting of an earth berm, evergreen screen, or an obscuring wall or fence, shall be provided **near the primary public activity areas** on those sides abutting or adjacent to a residential use. **The use of natural landscape materials is encouraged.** The Planning Commission may waive the screening requirement in specific cases where cause can be shown that the distance between the agritourism and residential use would not require screening.
  - k. Restroom facilities. ~~Permanent~~ **Public** restroom facilities, **temporary or permanent**, shall be provided on site. ~~The number of which shall be based on Building Code requirements.~~
  - l. Maximum capacity. The Fire Marshall or Building Official shall establish a maximum **occupant** capacity for meetings, training, educational or similar events which shall be appropriate to the site and facilities in terms of safe capacity in buildings, parking area and sanitation limitations of the site.
  - m. Hours of operation. **Hours or operation must be provided by the applicant.** The Planning Commission may ~~establish~~ **alter the requested** hours of operation for the agritourism uses, or specific elements thereof, consistent with the character of the land uses in the vicinity and may further approve an enforcement mechanism to ensure ~~that~~ **adherence to** the established hours of operation ~~are adhered to.~~
  - n. Access. Access to an agritourism use must be from the County primary road **or State highway.**
  - o. Livestock. The keeping of livestock for ~~agricultural purposes and agriculturally related~~ **agritourism** purposes ~~like riding stables, petting farms, pony rides, etc.,~~ shall be subject to the provisions of **Article 52: Miscellaneous Protection Requirements.**
3. Special Agritourism Events.
- a. A maximum of ~~six~~ **10** special events shall be permitted **annually, beginning January 1<sup>st</sup> of each year.**
  - b. **The agritourism operator/property owner shall submit the annual list of the special events to the Planning Commission for review within 30-days of the first requested event. The Planning Commission may eliminate a special event if said event would be unduly disruptive to the general peace and enjoyment of the rural and/or residential character of the surrounding area.**
  - c. **The special event must be related to and enhance the primary agritourism use of the property.** ~~between May and October. An additional two events shall be permitted between November and April.~~

- d. Each special event may not last more than three consecutive days, with a minimum of 14 days between events unless otherwise approved by the Planning Commission.
  - e. A reserved parking area shall be provided on-site to be utilized for special events. If the agritourism use intends to hold special events, this reserved area must be displayed on a site plan.
  - f. The reserved parking area must be of adequate size to accommodate the anticipated additional traffic of the special event. The size of the reserved parking area shall be reviewed and approved by the Planning Commission.
  - g. For special events lasting more than one day and with an expected daily attendance exceeding 100 hundred individuals, the on-site manager or owner shall notify all adjacent neighbors bordering the subject property in writing of the date, time, duration and description of the event. Notification shall occur at least five business days prior to the beginning of the event.
4. Prohibited uses.
- a. Motorized off-road vehicle racing or other similar motor vehicle activities.
  - b. Other uses that the Planning Commission determines would disturb the general peace and enjoyment of the rural and/or residential character of the surrounding area due to excessive traffic, noise, smoke, odors, or visual clutter.**

B. Agritourism, Category 3

- 1. Intent. The intent of the Category 3 Agritourism option is to allow opportunities for limited nonresidential special events or activities that make use of existing rural character and agricultural buildings.
- 2. General Standards:
  - a. Parcel size. Parcels must be a minimum of 10 acres. The Planning Commission may consider a smaller parcel size depending on the agritourism uses planned. Their consideration of a smaller parcel size will be based on the intensity and scale of the proposed agritourism use, compatibility with surrounding property owners, and will be harmonious with the existing character of the area.
  - b. Architectural character. All buildings shall incorporate a rural theme in terms of style and design. This means new agritourism uses involving new structures shall complement and enhance the rural environment. For example, gable or gambrel roofs, roof ornamentation such as cupolas, dormers, porches, and decorative shutters.
  - c. Access to an agritourism use must be from the County primary road or State highway.
  - d. On-site vehicle parking shall be provided on agritourism property as follows:

- i. Parking lots shall be clearly demarcated through some physical means like timbers, fences, stakes, etc.
    - ii. The on-site parking shall be arranged so no vehicle movements occur in the public right-of-way and to avoid the accumulation of parked cars on the public roads.
    - iii. Parking and driveway surfaces may be pervious or hard surface.
  - e. Lighting. Any exterior lighting installed related to an agritourism event or activity shall be appropriately shielded and directed downwards to minimize light pollution. All lighting shall meet the standards of **Article 49: Lighting**.
  - f. Trash receptacles. Trash receptacles shall be provided and shall be completely obscured from view by a screen fence or wall.
  - g. Restroom facilities. Restroom facilities shall be provided on site. The number of which shall be based on Building Code requirements.
  - h. Maximum capacity. The Fire Marshall or Building Official shall establish a maximum capacity for special activities or events which shall be appropriate to the site and facilities in terms of safe capacity in buildings, parking area and sanitation limitations of the site.
5. Special Events or Activities.
- a. A maximum of six special one-day events shall be permitted between May and October. An additional two events shall be permitted between November and April.
  - b. A minimum of 14 days shall be provided between events unless otherwise approved by the Planning Commission.
  - c. For special events with an expected attendance exceeding 100 hundred individuals, the on-site manager or owner shall notify all adjacent neighbors bordering the subject property in writing of the date, time, duration and description of the event. Notification shall occur at least five business days prior to the beginning of the event.
6. Narrative. A written narrative describing the special events or activities, including proposed hours of operation; expected attendance; measures that are to be taken to assure that the operation of the use will take place only in a safe and convenient manner; and other information describing the events or activities which will assist the Planning Commission in determining whether the application meets the Special Use requirements.
7. Prohibited uses.
- c. Motorized off-road vehicle racing or other similar motor vehicle activities.

September 19, 2018



**Mtg Date:** September 27, 2018  
**To:** Planning Commission  
**From:** Julie Johnston, AICP  
**Subject:** *GO!* Green Oshtemo Plan

The *GO!* Green Oshtemo planning effort has been underway since around the first of the year. The intent of the project is to coordinate the parks, recreation, nonmotorized, and conservation plans of the Township into one guiding document. This Plan will not only assist the Township in achieving its overall vision, but will support grant applications made to state and local agencies.

To ensure that the *GO!* Green Oshtemo Plan is supported to the fullest extent, it will be incorporated as part of the Township's Master Plan. To accomplish this goal, the Plan must go through the state mandated public hearing process for community master plans, which includes a public hearing before both the Planning Commission and Township Board.

During the course of development, individual study groups were created for the different components of the Plan – parks and recreation, nonmotorized, and conservation. These study groups have been meeting regularly to help guide the public process, provide input into the development of the plan, and offer a citizen's perspective.

The Plan will generally be developed in three parts, as follows:

- Inventory of Existing Conditions – this chapter will provide insight into the community, outline existing facilities, and include some regional destinations. Essentially, it provides a snapshot of current parks, recreation, nonmotorized, and conservation amenities.
- Basis for Action – this chapter will outline general standards for comparison, provide the public outreach feedback, and outline the need for these amenities.
- Action Plan – this final section will include the goals and objectives, anticipated future projects, and future planning maps.

Attached to this memo is the first draft of the Action Plan Chapter to provide the Planning Commission with insights into the future desires of the Township. The goals and action strategies were reviewed by the study groups and have been presented at a public open house. The maps are still in draft form and will be refined as we move towards the public hearings. Any comments or requested changes would be greatly appreciated as we complete the development of the Plan.

Thank you.

**GO! GREEN OSHTEMO  
ACTION PLAN  
DRAFT 09-19-2018**

## **GUIDING PRINCIPLES**

In the development of the *GO!* Green Oshtemo Plan, six guiding principles were created to help direct the long-term vision for the community. Guiding principles are constant and articulate the core ideals that both guided the *GO!* Green Oshtemo planning effort, as well as the direction of the Township over the plan's 5- year time horizon and beyond. The guiding principles are:

### Health and Wellness

With the rising rates of chronic disease and an increased prevalence of sedentary lifestyles of many Americans, the affordable and accessible solution of local parks and recreation opportunities becomes more important. Beautiful, well-maintained parks and nonmotorized facilities are a source of pride for the Township and reflect our community's priorities to improve quality of life and help make healthy lifestyle choices possible for all members of the community.

In addition to personal health, parks and recreation opportunities are a livability factor for the community as a whole. According to the National Recreation and Parks Association, recreation opportunities are often cited as one of the most important factors in surveys regarding community livability. Parks, in particular, are a gathering place for all individuals to promote fun, learning, and enjoyment regardless of their socioeconomic status.

### Accessible and Connected

Oshtemo Township has a dual nature. The roughly east third of the Township is urbanized with both residential and commercial densities, while the western two-thirds is predominately rural residential, with scattered subdivisions and large relatively undeveloped parcels. A guiding principle of this Plan is to find ways to link these disparate development patterns through connections between conservation, parks, and nonmotorized planning.

In addition to linking the urban and rural areas, this Plan intends to link people to their community. Both popular destinations within Oshtemo and the natural environment will be linked through nonmotorized facilities and greenways. Partnerships with conservation organizations will provide outdoor and environmental education programs to connect residents to the natural world.

Finally, ensuring social equity through accessibility is also key to any implementation strategies of this Plan. Parks and recreation facilities, both passive and active, should encourage diverse populations to interact and recreate.

### Conservation and Preservation

The natural environment is an important characteristic of Oshtemo Township. Once utilized, the natural features on the land cannot be easily restored. To help protect this green infrastructure, the Township will actively conserve land, preserve landscapes in the built environment, and develop sustainable practices for the responsible management of Township owned facilities.

### Improvements and Maintenance

Continuous improvements and innovation help ensure that our parks, recreation, nonmotorized, and greenway facilities are efficient and relevant to the community. Ensuring that past projects are completed and existing facilities are maintained will continue to be a consideration of the Township as capital improvement planning is conducted each year.

## Prioritization and Implementation

Funding is an essential part of providing parks, recreation, greenway, and nonmotorized facilities and amenities in Oshtemo Township. Each year, the Township completes a five-year capital improvement plan, which prioritizes facility development. While this Plan delineates implementation, as grants become available the Township may need to be nimble and allow priorities to shift based on funding.

## Partnerships and Relationships

Engaging the Oshtemo community is a key aspect of this Plan as well as any future implementation efforts. Transparency related to planning, budgeting, and facility improvements will be continuous values.

Both the public and private sectors will be important partners to maximize limited resources for conservation, parks, and nonmotorized planning. Improving relationships and coordinating efforts will improve outcomes for the benefit of all Oshtemo residents.

## **GOALS AND ACTION STRATEGIES**

The goals outlined in this Plan are intended to be broad, visionary statements that are not time specific and are intended to serve as a guide to future Township leaders and staff. In addition, they are integrated with and support the overall Master Plan for the Township. The action strategies translate these goals into more specific direction that will help implement the overall vision of the Plan. The development of these goals and action strategies were accomplished through:

- An understanding of current conditions within the Township;
- The public input process both conducted for the development of this Plan and other Master Plan and Township outreach efforts;
- The vision of the current Township Master Plan, and past Park and Recreation, and Nonmotorized Plans; and,
- Direction from the *GO!* Green Oshtemo Study Groups, which included Township residents, Board members, and staff.

The goals identify a desired future outcome for the entirety of the Township, creating a cohesive whole that allows each segment of the *GO!* Green Oshtemo effort to interrelate and support the other. They also describe broad public purposes towards which the individual action strategies are aimed.

The goals and action strategies stated below have been grouped by topic, as follows:

- Collective Plan Goals
- Parks and Recreation Goals
- Conservation Goals
- Nonmotorized Goals

## **COLLECTIVE PLAN GOALS**

These goals and action strategies are intended to be broadly focused and generally touch on all aspects of the *Go!* Green Oshtemo effort.

**GOAL: Enhance Partnerships**

Enhance partnerships with community organizations, governmental units, and civic groups, and work towards better public/private partnerships with the development community to improve recreation and conservation opportunities.

**Action Strategies:**

- A. Develop a comprehensive list of community organizations involved in parks, recreation, and conservation and strengthen these partnerships to support recreation and outdoor activities in Oshtemo Township.
- B. Work with Friends of the Parks to develop and implement a parks and programming communication plan.
- C. Encourage greater volunteer participation in all aspects of parks, recreation, and conservation activities.
- D. Continue to build on the successful relationship with the Oshtemo Branch of the Kalamazoo Public Library by continuing to partner on projects and programs made possible by the library's close proximity to Township Park.
- E. Explore incentive opportunities to the private development community to include both private and public recreation opportunities within their development projects.
- F. Investigate volunteer opportunities and "adopt a mile" programs for the maintenance of the publicly accessible greenway system.
- G. Develop a volunteer group of environmental experts who will complete a natural features inventory for interested property owners, to both promote an understanding of the importance of conservation and to assist in the Township's efforts to map wildlife habitats and corridors.

**GOAL: Sound Fiscal Management**

Develop stable sources of funding and practice sound fiscal management of the parks, recreation, conservation, and nonmotorized systems.

**Action Strategies:**

- A. Explore the potential of a replacement and acquisition fund for maintenance of parks and recreation assets.
- B. Complete a comprehensive analysis of total costs related to the Township's rental facilities and establish cost recovery rates that will generate revenue for these expenditures.
- C. Pursue all available funding sources for acquisition, capital improvements, operations and maintenance, including local sources, the Township endowment, a parks and recreation millage, state and federal grant programs, local businesses, sponsorships, and other sources.
- D. Explore opportunities for greater private sector participation in the provision of recreation services in the Township.
- E. Continue to build the Oshtemo Parks and Recreation Endowment Fund.
- F. Assess and update the Long-Term Capital Maintenance Forecast as a budgeting tool.
- G. Explore funding opportunities that will assist the Township in leveraging capital for recreational greenways within the Township.

**GOAL: Lead by Example**

Make Oshtemo a leader in environmental conservation and sustainability and strive to reduce the Township's impact on the local and global environment.

Action Strategies:

- A. Develop an educational/marketing campaign regarding the positive social and economic benefits of conservation/stewardship and recreational greenway systems to engender public support of connectivity.
- B. Create conservation and resource use policies that support the Township's values of environmental stewardship.
- C. Develop benchmarks to measure progress towards meeting conservation and environmental stewardship goals.
- D. Establish an environmental/conservation advisory council to help guide continued conservation/greenway efforts.

**PARKS AND RECREATION GOALS**

The following goals are specific to the development, maintenance, and operation of the existing parks in the Township, as well as the acquisition and improvement of new parks.

**GOAL: Acquisition**

Explore land acquisition opportunities to develop new parks.

Action Strategies:

- A. Focus land acquisition efforts for parks in the urbanized area of the Township.
- B. Concentrate acquisition efforts on the development of neighborhood or mini-parks, with an acreage size between one and ten acres.
- C. As the Township continues to develop, provide for future park development and more uniform distribution of facilities, in terms of both geography and population.
- D. Work towards ensuring that the majority of Oshtemo residents within the urbanized area of the Township are within ½ mile of a park.

**GOAL: Accessibility and Diversity**

Provide a diversity of recreational opportunities, both active and passive, that meet the needs of all segments of Oshtemo's population.

Action Strategies:

- A. Incorporate amenities and facilities missing in Township parks or identified as a priority by the community such as walking/biking paths, basketball courts, pickleball courts, and a spray park.
- B. Maintain a logical balance between active and passive pursuits in the parks, to address the recreation needs of all users.
- C. Seek citizen input when designing park and recreation facilities and programs, especially from children and families when designing playgrounds and youth-oriented recreation facilities and from seniors to address the specific needs of the aging population.
- D. Coordinate with neighboring jurisdictions to provide a wider diversity of recreation opportunities that help to meet the needs of Oshtemo residents.
- E. Explore opportunities, such as updating Township ordinances, to require developers to provide private recreation facilities within new developments.

**GOAL: Exceptional Park Experience**

Deliver an exceptional park user experience through proper maintenance and continuous improvements, recognizing that our parks are a source of community pride.

Action Strategies:

- A. Annually assess and update the Long-Term Capital Maintenance Forecast to assist with projecting recreational facility replacement and operational needs.
- B. Continue to evaluate improvements needed to enhance universal access that provide equal levels of experiences for all age groups and abilities and their specific recreational needs.
- C. Review the Township’s park rules and policies and routinely seek public input and feedback on ways they might be improved.
- D. Develop a system to encourage park users to report maintenance issues and other concerns.
- E. Explore opportunities to establish a greater staff presence in the parks during busy times, to enforce park rules, ensure a welcoming environment, and increase safety.
- F. Consider ways to simplify and improve the reservation system and web-based interactions.
- G. Continue to repair and renew facilities at existing parks, such as the disc golf course and trails at Flesher Field, which are heavily used and showing signs of deterioration.
- H. Continue to restore and maintain the unique historic amenities like the Drake Farmstead, Community Center, Grange Hall, etc. that are managed by the Parks Department.
- I. Explore nature-based play opportunities where children can engage with the natural environment.
- J. Pursue opportunities to bring art into the parks.

**GOAL: Environmental Stewardship**

Foster environmental stewardship through the preservation of important natural features and sustainable design practices within parks, supporting efforts to make Oshtemo a leader in environmental conservation.

Action Strategies

- A. Develop programs for the “greening” and naturalization of the parks and facilities through improvements such as:
  - field maintenance;
  - reestablishment of native trees, shrubs, grasses, and wildflowers;
  - storm water improvements;
  - lighting upgrades; and,
  - energy audits.
- B. Preserve natural features during design and development of park sites to the maximum extent feasible, in consideration of the type of park planned.
- C. Collaborate with adjoining property owners to coordinate environmental stewardship efforts in areas such as Township Park, Lillian Anderson Arboretum, and adjacent environmentally sensitive lands.
- D. Restore and preserve natural areas in the parks to improve habitat, prevent the spread of invasive species, and increase the enjoyment of park users.

### **GOAL: Development of Existing Facilities**

Continue progress towards development of existing park facilities in established and undeveloped Township park land.

#### **Action Strategies:**

- A. Develop a long-range master plan for the property owned by the Township and Kalamazoo County located on KL Avenue just east of 4<sup>th</sup> Street, to meet future needs.
- B. Continue to implement the park master plans for Drake Farmstead Park, Flesher Field, and Township Park.
- C. Develop and implement a plan to provide additional outdoor recreation facilities at Grange Hall.
- D. Develop and provide educational programs with a focus on nature and history at the Drake Farmstead Park.

### **PARKS AND RECREATION ANTICIPATED PROJECTS**

To ensure movement towards achieving the Goals outlined in this Plan, the Township anticipates completing a number of capital improvement projects over the course of this 5-year Plan. To see these projects to fruition, many will need support of both State and local grant dollars. These projects include:

#### **New Parks**

Based on the MDNR's suggested classification system for parks, the Township is lacking in neighborhood and/or mini parks. In addition, as shown in this Plan, the residents of the Township has indicated a desire for additional parks in the more densely populated areas of the community. The Township hopes to address this issue with the acquisition of property within the priority areas outlined in the Neighborhood Park Priority Map. This map utilizes the information provided in the Inventory and Basis for Action Chapters of the Plan to assist with the Priority Areas. These areas were determined based on population density and distance to the existing Township community parks. It is anticipated that the Township will acquire property, develop concept plans, and then construct the park facilities within the time period of this Plan.

In addition to the planned acquisitions, the Township and County own property along KL Avenue (KL Landfill), which has been designated as a future park. During this 5-year Plan, the Township intends to develop a master plan for this potential new facility.

#### **Existing Parks**

##### **Drake Farmstead Park:**

As a new park in the Township, there are a number of items from the Drake Farmstead Park Plan which are still to be developed. The Township will continue to improve the recently constructed Carriage Barn to assist with accessible design, such as wall-mounted handicap door push buttons. Also, there is an ongoing relationship with the Oshtemo Historical Society to support the continuing restoration activities to the historic Drake House, including the improvements to the heating and cooling system. Finally, continual implementation of the Drake Farmstead Park Plan will be a focal point during this 5-Year Plan. This will include picnic shelters, outdoor classroom, trails, interpretive signs, gravel parking lot, improvements to the existing driveway, development of a new access point to Croyden Road, gazebo, event lawn, educational garden, and new storage shed.

##### **Flesher Field:**

The new facilities to be developed in Flesher Filed would include a basketball court, onsite park map and trail signs, and the expansion of the existing playground to include new music, water, or traditional play equipment. In addition, the

INSERT - Neighborhood Park Priorities Map

Township intends to develop a forest management plan for the underutilized 12-acre wooded area of the park. The remaining capital improvements planned for Flesher Field include the expansion of the parking lot, and upgrades/refurbishment of the existing play equipment, nonmotorized paths, gazebo, garden, picnic shelters, picnic tables, and the restroom building.

Township Park:

One of the most utilized facilities within Township Park is the disc golf course. The Township intends to complete course improvements, particularly erosion control measures. In addition, new signage will be created and installed. All other improvements to the Park will include upgrades/refurbishments to the asphalt paths, trails, playground equipment, picnic shelters and tables, restroom buildings. Finally, the tennis and basketball courts will receive a new clear coat, seal, and striping to include new pickleball courts. New nets will also be furnished.

### **Community Buildings**

The Township owns two community buildings, the Community Center and Grange Hall, which are managed by the Parks Department. The improvements planned for these structures include:

- Grange Hall - ceiling and lighting improvements, new septic system, and heating and cooling upgrades.
- Community Center - heating and cooling upgrades, and roof replacement.

### **CONSERVATION GOALS**

The goals and action strategies below are intended to provide both a long-range vision for the Township, as well as specific short-term action strategies that foster the burgeoning conservation efforts of the community.

#### **GOAL: Conserve the Natural Environment**

Conserve the natural features and character of Township lands by protecting undeveloped open spaces.

#### **Action Strategies:**

- A. Work with ecological partners to complete inventory mapping and field verification of plant biodiversity, and wild-life habitats and corridors in the Township.
- B. Develop a prioritization system of land conservation-based mapping completed through an assessment of preservation value and threat of loss.
- C. Prioritize the protection of wetlands, groundwater recharge areas, and the headwaters of the river systems.
- D. Map existing open space properties that are either deed restricted through the Open Space Community zoning ordinance or are private deed or conservation restricted parcels and identify possible greenway linkages between these lands.
- E. Develop incentive programs to conserve land within the Township. These programs should consider both the conservation of open space within proposed subdivision/site condominiums as well as incentivizing individual parcel owners to conserve land.
- F. Work with property owners to restore native ecosystems to the Oshtemo region through the development of programs with local conservation organizations.
- G. Establish operation and maintenance Best Management Practices (BMP's) for open space lands within the more developed areas of the Township.
- H. Develop a regional approach to conservation through partnerships with adjacent jurisdictions, conservation organi-

zations, Kalamazoo County, Southcentral Michigan Planning Council, etc.

- I. Consider acquisition techniques, such as fee-title acquisitions, purchase of development rights, donations, or tax incentives.

**GOAL: Connect Nature and People**

Advance a greenway network that connects natural features and people to community and regional destinations.

Action Strategies:

- A. Develop a set of criteria for determining when greenway/open space lands should be permanently protected in their undeveloped state and when passive recreation should be permitted for the use and enjoyment of Oshtemo residents, promoting the balance between recreational opportunities and natural resource protection.
- B. Structure the passive recreational component of the greenway system so that connections to the larger Township nonmotorized plan provide linkages to local and regional destinations, particularly Oshtemo parks and other publicly accessible open spaces.
- C. Investigate opportunities for acquisition of undeveloped lands within the more urbanized area of the Township to allow for community open spaces and greenways where available natural areas may be scarce.
- D. Develop a generalized map for where acquisition of land/easements should be prioritized within the Township.
- E. Develop policies and practices for the maintenance and upkeep of the passive recreation greenways within the Township.
- F. Review current ordinances for improvements and investigate new techniques to minimize loss of natural features when new development occurs in the urbanized area to maintain a more naturalized environment.

**GOAL: Enhance Rural Character**

Enhance the rural character of the Township through the preservation of natural features that strengthen the desirability of our community as a place to live, work, and recreate.

Action Strategies:

- A. Seek to create a network of Natural Beauty Roads through the State of Michigan program to support rural character and a healthy natural environment, through the establishment of natural buffer strips along the edges of primary and secondary roadways.
- B. Review existing “low impact development” ordinances for improvements and investigate new planning and design practices to simultaneously reduce infrastructure costs, conserve and protect natural resource systems, and reduce potential environmental impacts.
- C. Require management plans for the open space/conservation areas within new subdivision and site condominium projects.
- D. Continue to support the Future Land Use Plan of the Township’s Master Plan to direct appropriate growth in the more urbanized locations of the Township, allowing for the opportunity to preserve undeveloped parcels in the rural area of the community.
- E. Review current ordinances for improvements and investigate new techniques to minimize loss of natural features when new residential development occurs.

## CONSERVATION ANTICIPATED PROJECTS

Conservation of properties is a new endeavor for the Township and therefore much of the work during this 5-year Plan period will be establishing priorities, developing criteria, and field work. With that said, the Township will capitalize on any opportunity to work with residents, developers, and conservation partners to preserve lands. The Conservation Areas of Interest Map found on the following page outlines the areas of priority for conservation in the Township. These areas have been delineated based on the data provided in the Inventory and Basis for Action Chapters of this Plan.

In addition to assisting residents, developers, and conservation partners with land conservation, the Township also hopes to establish one to two catalyst projects as part of this Plan. In the Township's 2019-2024 Capital Improvement Plan, funding has been set aside for the acquisition of at least two open space conservation areas. Property for these areas will be located within the part of the Township delineated in the Conservation Areas of Interest Map. The acquisition of these properties will be contingent on the Township securing state and/or local grants.

## NONMOTORIZED GOALS

The goals and action strategies for the nonmotorized plan are intended to establish a physical and cultural environment that supports and encourages safe, comfortable, and convenient ways for a wide spectrum of pedestrians and bicyclists to travel throughout the Township and into the surrounding communities.

### **GOAL: Connectivity**

Increase connectivity between residential neighborhoods and nearby nonmotorized facilities to connect residents to commercial areas, employment, recreation, and public transportation.

#### Action Strategies:

- A. Fill the gaps within the existing nonmotorized facilities found within the Township to support accessibility and connectivity. Connect existing nonmotorized segments by filling gaps between them.
- B. Place an emphasis on connecting the east and west sides of the Township bisected by US-131 via bike paths and/or sidewalks, especially through coordination with MDOT when bridges crossing US-131 are rehabilitated or replaced.
- C. Provide connections to parks, neighborhoods, schools, and major areas of activity through neighborhood greenways or bicycle and pedestrian-focused corridors.
- D. Provide north-south bike path access from the Oshtemo Village District to the Kal-Haven Trail.
- E. Coordinate nonmotorized planning with neighboring communities.

### **GOAL: Safety and Accessibility**

Provide for complete streets, as appropriate, on all Oshtemo roadways to emphasize safe, attractive, and comfortable access and travel to all users of roadways.

#### Action Strategies:

- A. When road construction occurs, coordinate efforts with all involved road agencies to install sidewalks, bicycle paths/lanes, streetscapes, and other related improvements to maximize safety, efficiency, and cost effectiveness.
- B. Provide well-designed crosswalks to increase motorist awareness and pedestrian safety.
- C. Complete an ADA-transition plan to address known accessibility issues in the bike path and sidewalk network.
- D. Work with the Road Commission of Kalamazoo County to ensure proper roadway bicycle facilities, such as modify-

INSERT - Conservation Areas of Interest Map

ing roadway painting to extend existing bike lanes and widened shoulders through intersections.

**GOAL: Planning**

Incorporate nonmotorized best practices and recommendations into all relevant Township ordinances, policies, and plans.

**Action Strategies:**

- A. Assess existing policies, ordinances, regulations, and planning processes and identify changes that will further nonmotorized transportation.
- B. Ensure Township sidewalk and street standards comply with appropriate national guidelines, including AASHTO standards, to accommodate safe pedestrian, bicycle, barrier free, and vehicular uses.
- C. Establish a regular maintenance program for sidewalks, barrier-free facilities, pathways, and bicycle facilities and revise policies and/or ordinances accordingly.
- D. Develop and implement a Township Complete Streets Policy that would be applied to all future infrastructure projects.
- E. Continue to require provisions for nonmotorized transportation facilities with site plan approval and seek appropriate easements when necessary.
- F. Obtain right-of-way, easements, and other private lands as they become available to allow for expansion of nonmotorized facilities.
- G. Review existing water and sewer easements to identify opportunities to upgrade the easements for nonmotorized facilities too.

**GOAL: Education**

Increase awareness of the benefits of nonmotorized transportation and provide information regarding safe integration of motorized and nonmotorized modes of transportation.

**Action Strategies:**

- A. Promote the nonmotorized transportation plan to the general public and encourage the use of nonmotorized systems as an alternative mode of transportation.
- B. Develop strategies to educate the community on the benefits of nonmotorized transportation.
- C. Develop strategies to educate motorists, cyclists, and pedestrians, to raise awareness on key safety issues and traffic laws related to integrated motorized and nonmotorized travel.
- D. Support and encourage nonmotorized transportation to all schools, including principles that embody the Safe Routes to School Program.
- E. Develop a branding strategy to establish the Township as a nonmotorized friendly community.
- F. Promote public health and sustainability benefits of alternate transportation by becoming certified as a Bicycle Friendly Community.
- G. Promote bicycling, running, and walking activities, organizations, and websites on the Townships website and social media.
- H. Develop annual “safe riding” events such as bike rodeos for children and/or “rules of the road” education pro-

grams. Consider partnering with other safety focused organizations such as Safe Kids or Open Roads.

## **NONMOTORIZED ANTICIPATED PROJECTS**

The Nonmotorized Map provides both on-road paths and sidewalks, as well as ideas for off-road connections intended throughout the Township. This is a long-range plan of envisioned facilities that will connect the entire Township. The intent of the future nonmotorized efforts is to create network of links to adjacent jurisdictions, provide access to destinations within and around the Township, and ensure a system of “loop connections” throughout the community. The Nonmotorized Framework Plan illustrates this comprehensive picture of how these links, access points, and connections are intended to interact and support the whole network.

During the timeframe of this 5-year Plan, the Township has a number of nonmotorized projects planned. The major projects include the following:

### **Roadway Adjacent Facilities:**

- **Drake Road Shared Use Path** - This path will be developed on the west side of Drake Road from West Main Street to Stadium Drive. It will include a 6-foot shared use path from West Main Street to Green Meadow Drive, where the path will transition to a 10-foot path through to Stadium Drive. This path is located along the eastern boundary of the Township and is a joint project with the City of Kalamazoo. It will provide a critical north/south link along the most densely populated areas of the Township, as well as two major retail districts of both Oshtemo and the City of Kalamazoo.
- **9th Street Shared Use Path** - Located between Erie Street north to West Main Street, this project will likely be installed in two phases, the first phase between Erie Street and Quail Run Drive. This project is expected to be 6-foot one-way paths on both sides of the street. A portion of the 9th Street Shared Use Path is located in the Oshtemo Village, which is also the Downtown Development Authority district, who will help fund the project. This project will facilitate connecting both a public and private elementary school found on 9th Street to the wider nonmotorized networks in the Township.
- **Stadium Drive Shared Use Path** - This project includes a 6-foot one-way path on both sides of Stadium Drive from 11th Street moving west to 8th Street. This project will also be in two phases due to funding sources. A grant has been provided from the Kalamazoo Area Transportation Study for the area between 11th Street and roughly Quail Run Drive. The remainder of the project is located within the Downtown Development Authority district, who will be seeking additional grants for the project. This is a critical component of both the Township and regional nonmotorized network. It will offer better access to the City of Kalamazoo and the retail and employment centers found within, as well as providing a link to the Oshtemo Village.
- **KL Avenue Shared Use Path** - The Township plans to construct a 10-foot wide shared-use facility along the north-side of KL Avenue from Drake Road west to Copper Beech Boulevard. The Township anticipates submitting an application to MDOT for Transportation Alternative Program grant funds. This path is another vital portion of the overall network. It will connect to Drake Road in an area of the Township with some of the highest population densities. In addition, there are ongoing pedestrian safety concerns in this area that the path will help to resolve.

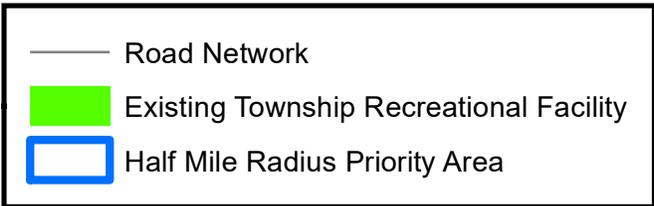
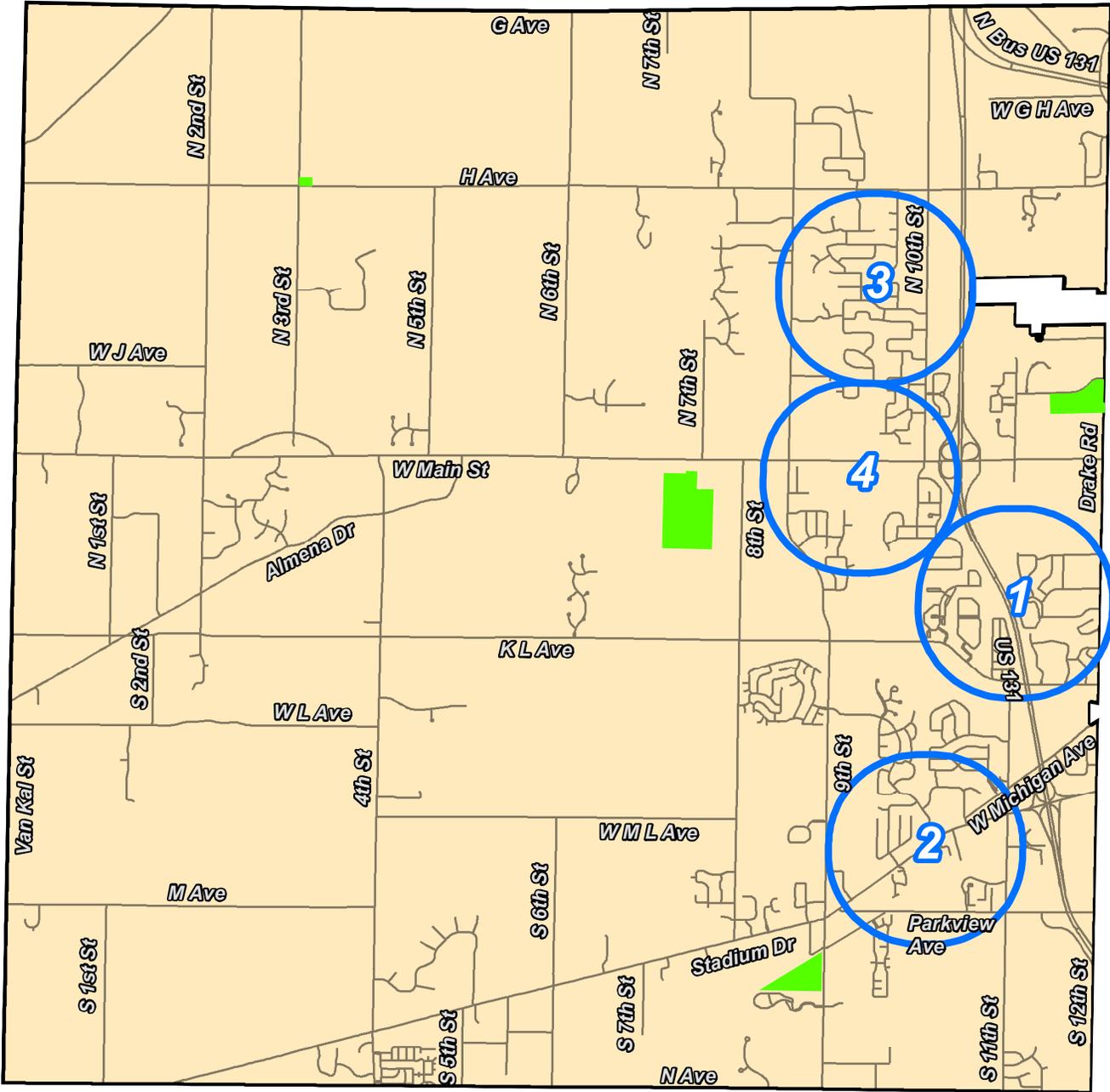
**Off-Road Facilities:**

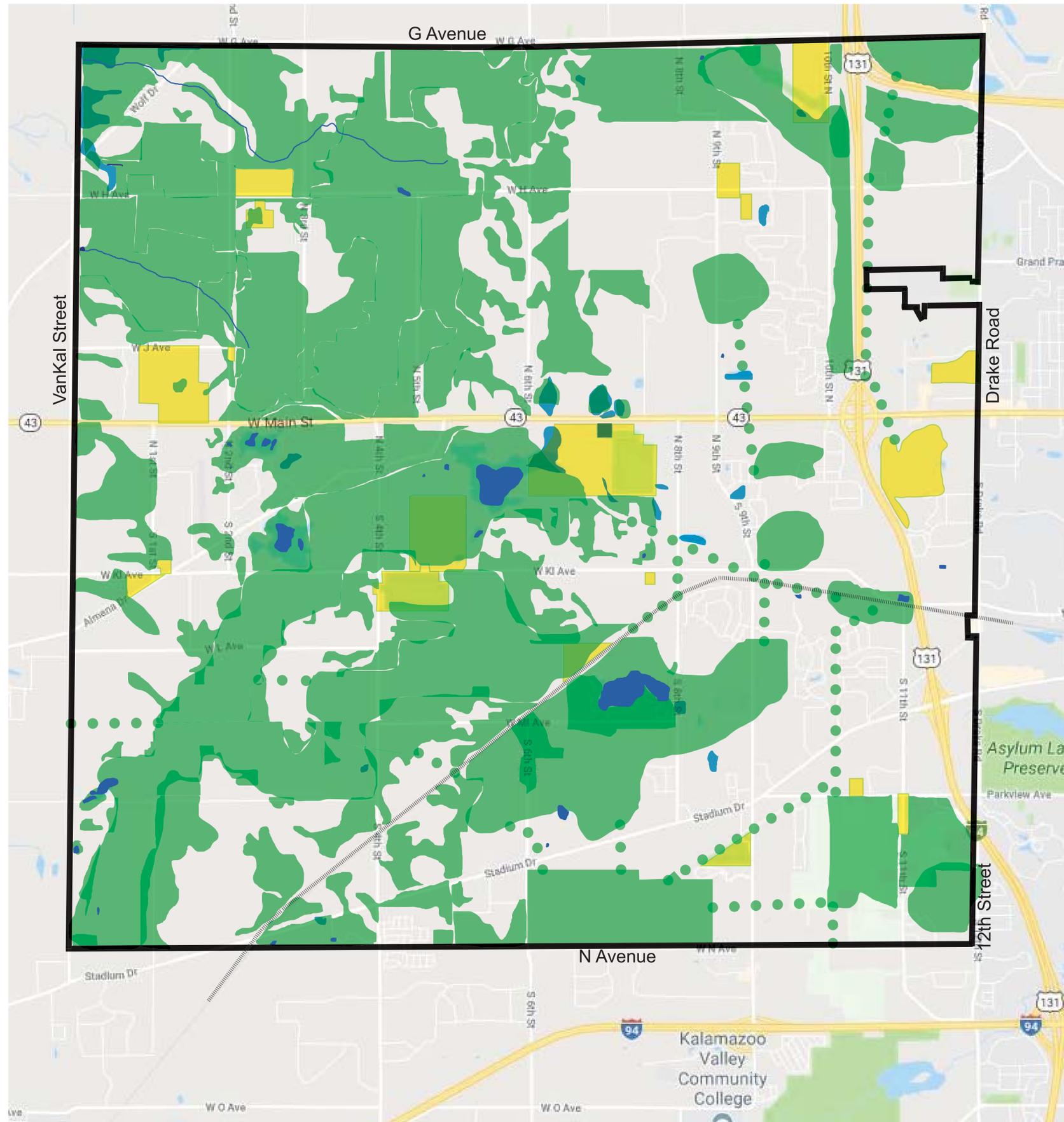
Currently, Oshtemo does not have any off-road facilities that are owned and maintained by the Township. The State owned Kal-Haven Trail facility, which connects the City of Kalamazoo to the City of South Haven, crosses Oshtemo near its northern boundary. As outlined in the Basis for Action Chapter, residents of Oshtemo are interested in expanding the off-road trail network in the community. To accomplish this goal, the Township will likely begin with projects that are in within existing utility and/or other infrastructure corridors. Utilizing established easements and/or properties owned by a governmental or quasi-governmental entity, with the approval of the easement or property holder, can assist with the development of the trail. The first trail under consideration is the AT&T corridor that runs from Flesher Field park southwest through the Township to the Texas Township border. This trail would support area residents with both recreation needs and connections to important destinations like Flesher Field and Oshtemo Village.

INSERT - Framework Map

INSERT - NoMo Map

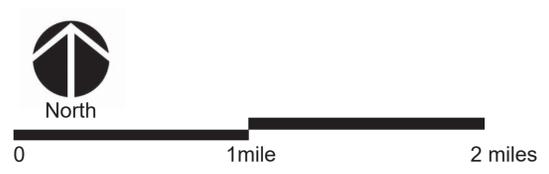
# Go! Green Oshtemo Neighborhood Park Priority Areas DRAFT



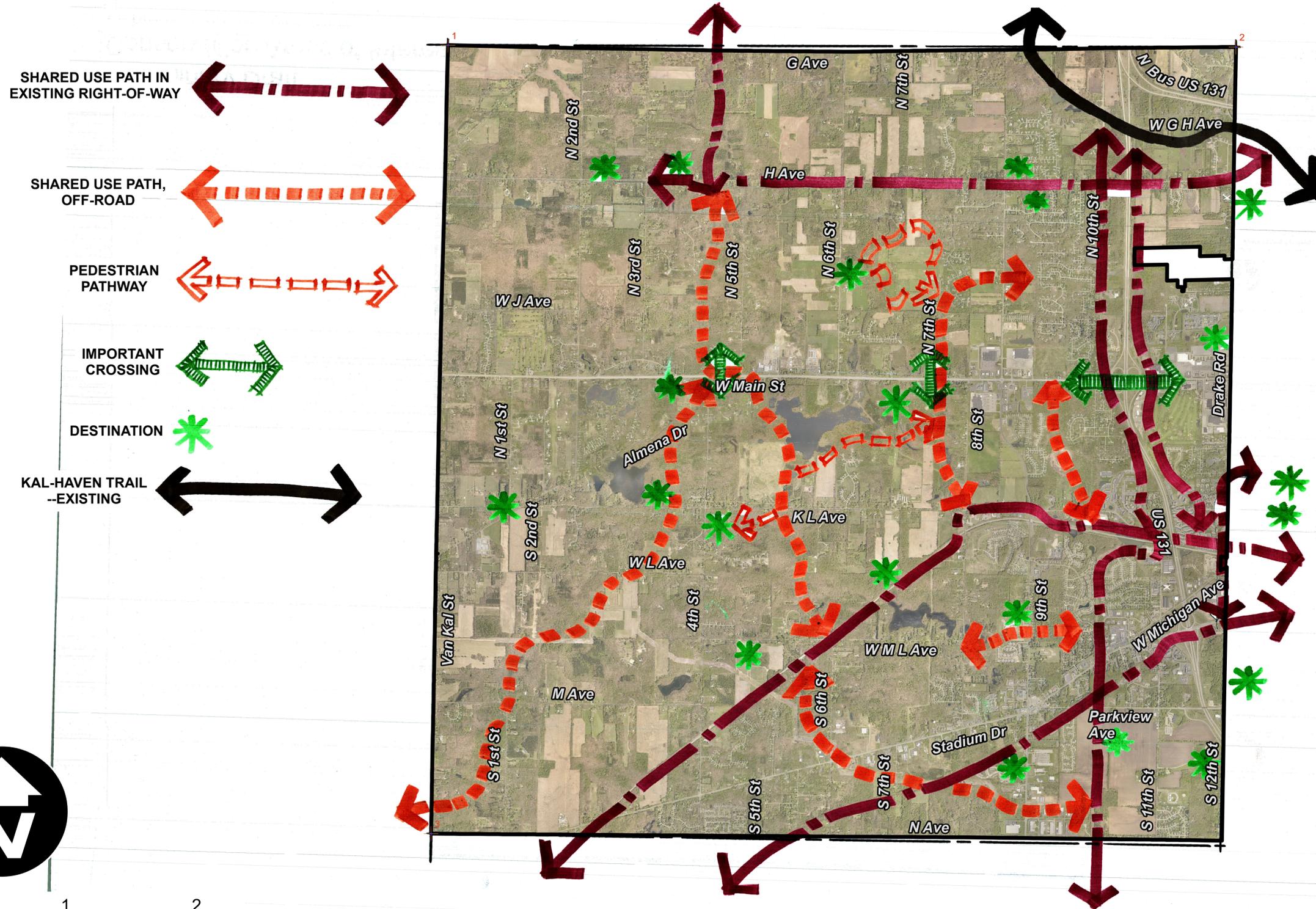


**LEGEND**

- Natural Areas of Interest
- Other Areas of Interest
- Wetlands
- Streams, Lakes & Ponds
- Potential Wildlife Habitat Connections
- Township Boundary
- Rail Road Tracks



# Go! Green Oshtemo Non-Motorized Framework Plan DRAFT



# Go! Green Oshtemo - Draft NoMo Plan

- Kal-Haven Trail State Park
  - All items
- Existing Shared Use Path
  - All items
- Existing Sidewalk
  - All items
- Existing Paved Shoulder / Bike Lane
  - All items
- Proposed Shared Use Path
  - All items
- Proposed Paved Shoulders / Bike Lanes
  - All items
- Proposed Sidewalk
  - All items
- Conceptual Nonmotorized Link
  - All items

Working map of the non-motorized plan

