

7275 W. MAIN STREET, KALAMAZOO, MI 49009-9334 269-216-5220 Fax 375-7180 TDD 375-7198 www.oshtemo.org

NOTICE OSHTEMO CHARTER TOWNSHIP PLANNING COMMISSION

Regular Meeting Thursday, March 26, 2020 6:00 p.m. AGENDA

- 1. Call to Order
- 2. Pledge of Allegiance
- 3. Approval of Agenda
- 4. Public Comment on Non-Agenda Items
- 5. Approval of Minutes: March 12, 2020
- **6.** Public Hearing: Rezoning from R-2, Residence District to R-3, Residence District Waybridge LLC is requesting to rezone three parcels located on the east side of S. 11th Street near Parkview Avenue, being 2963, 2999 and 3065 S. 11th Street, from the "R-2" Residence District to the "R-3" Residence District of the Oshtemo Charter Township Zoning Ordinance.
- 7. Public Hearing: Private Preschool Special Use

Center Point Church is requesting a special use approval to establish a private preschool for 106 children at the existing church facilities located at 2345 N. 10th Street.

8. Public Hearing: Assembly and Convention Halls

Consideration of amendments to Section 18.40 Special Uses and Section 35.40 Special Uses to allow Assembly and Convention Halls in the C, Local Business District and the 9th Street and West Main Overlay Zone.

- 9. Old Business
- 10. New/Other Business
 - a. Coronavirus Update from Staff
- 11. Planning Commissioner Comments
- 12. 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 or staff member to respond at a later date. More complicated questions can be answered during Township business hours through web contact, phone calls, email (oshtemo@oshtemo.org), walkin visits, or by appointment.

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. While comments that include questions are important, depending on the nature of the question, whether it can be answered without further research, and the relevance to the agenda item at hand, the questions may not be discussed during the Board deliberation which follows.

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, but it is not required.

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 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 does not follow these guidelines.

(adopted 5/9/2000) (revised 5/14/2013) (revised 1/8/2018)

Questions and concerns are welcome outside of public meetings during Township Office hours through phone calls, stopping in at the front desk, by email, and by appointment. The customer service counter is open from Monday-Thursday 8:00 am-5:00 pm, and on Friday 8:00 am-1:00 pm. Additionally, questions and concerns are accepted at all hours through the website contact form found at www.oshtemo.org, email, postal service, and voicemail. Staff and elected official contact information is provided below. If you do not have a specific person to contact, please direct your inquiry to oshtemo@oshtemo.org and it will be directed to the appropriate person.

	Osh	temo Township
	Boa	ard of Trustees
Supervisor Libby Heiny-Cogswell	216-5220	libbyhc@oshtemo.org
<u>Clerk</u> Dusty Farmer	216-5224	dfarmer@oshtemo.org
Treasurer Grant Taylor	216-5221	gtaylor@oshtemo.org
Trustees Cheri L. Bell	372-2275	cbell@oshtemo.org
Deb Everett	375-4260	deverett@oshtemo.org
Zak Ford	271-5513	zford@oshtemo.org
Ken Hudok	548-7002	khudok@oshtemo.org

Township	Departi	nent Information
Assessor:		
Kristine Biddle	216-5225	assessor@oshtemo.org
Fire Chief:		
Mark Barnes	375-0487	mbarnes@oshtemo.org
Ordinance Enf:		
Rick Suwarsky	216-5227	rsuwarsky@oshtemo.org
Parks Director:		
Karen High	216-5233	khigh@oshtemo.org
Rental Info	216-5224	oshtemo@oshtemo.org
Planning Direct	or:	
Iris Lubbert	216-5223	ilubbert@oshtemo.org
Public Works:		
Marc Elliott	216-5236	melliott@oshtemo.org

OSHTEMO CHARTER TOWNSHIP PLANNING COMMISSION

DRAFT MINUTES OF A REGULAR MEETING HELD MARCH 12, 2020

Agenda

<u>PUBLIC HEARING: ACCESSORY BUILDINGS</u>
CONSIDERATION OF AMENDMENTS TO SECTION 57.100 – ACCESSORY BUILDINGS, FOR RECOMMENDATION TO THE TOWNSHIP BOARD.

A meeting of the Oshtemo Charter Township Planning Commission was held Thursday, March 12, 2020, commencing at approximately 6:00 p.m. at the Oshtemo Charter Township Hall.

MEMBERS PRESENT: Bruce VanderWeele, Chair

Ron Commissaris

Micki Maxwell, Vice Chair

Mary Smith Chetan Vyas

MEMBERS ABSENT: Dusty Farmer

Anna Versalle

Also present were Iris Lubbert, Planning Director, James Porter, Township Attorney, and Martha Coash, Meeting Transcriptionist. Three other persons were in attendance.

Call to Order and Pledge of Allegiance

Chairperson VanderWeele called the meeting to order at approximately 6:00 p.m.

Approval of Agenda

Hearing no suggestions for change, Chairperson VanderWeele let the agenda stand as presented.

Public Comment on Non-Agenda Items

Two members of the public commented on the special use for the proposed fruit belt nonmotorized trail that was approved at the Planning Commission meeting of February 27, 2020.

Mr. Tim Miller, 4310 S. 7th Street, said he has been a taxpayer and resident of Oshtemo Township for 67 years. At the last Planning Commission meeting he was

appalled by the Commission for taking comments from people outside of the Township regarding trail implementation - it is wrong. As he stated at the last meeting, he is 100% opposed to a public trail along the fruit belt line. He said he doesn't know who here to call for security, but has been told AT&T has an easement right behind his house. The Township says AT & T does not enforce the trespassing law – he will bring a picture to prove that they do. The people the Commission are listening to from outside the Township are ultimately trespassing. He said he had documents for the Commissioners.

Ms. Gail Miller, 4310 S. 7th Street, distributed documents to the Commission. She said she has been at every meeting they were invited to over the last two years and that the paperwork she provided documents every meeting they were not invited to attend on this subject. She asked for a show of hands from Commissioners who had visited the property, saying that as of the last meeting no one had been there. She referred to letters received by the Township from people and groups who do not live in the Township. She said Attorney Porter said Ameritech indicated the land is private and they do not enforce trespassing laws unless their equipment is damaged, yet the Commission took letters from people complaining and that they are trespassers. She said that owning 84 acres, with 2,290 feet of their property along the proposed trail, there is no way you can put up a six-foot fence by her house for protection. Even with a fence in place it would only be a blind where trail users could watch what they are doing. She indicated they would continue to oppose this plan and to gather signatures of neighbors of surrounding, adjacent property owners. In her opinion, signatures of those who live along and adjacent to the trail should supersede those of non-residents. The proposed trail is only 18 acres from start to finish; their property is almost six of those, a large number that has not been taken into consideration. There are already enough trails in this Township. With 70 acres available behind the Township Hall and the Kal-Haven Trail, the proposed trail is not needed. There is also a letter about ITC in the communications received by the Township. She said that surprised her because Ms. Maxwell was one of the people who opposed ITC. You know that is an easement right that doesn't belong to the property and that this Planning Commission planning how to use that corridor – will not happen in her lifetime because her name is on that land.

There being no further comments, Chairperson VanderWeele thanked the Millers for their comments and moved to the next agenda item.

Approval of the Minutes of the Meeting of February 27, 2020

The Chair asked if there were additions, deletions or corrections to the Minutes of the Meeting of February 27, 2020.

Ms. Lubbert requested that the following language, underlined, be added to the third paragraph on page 15: "Ms. High explained the acquisition grant stipulates the property will be used for outdoor recreation in perpetuity and that it has to be open to the public within 90 days of acquisition."

Mr. Vyas <u>made a motion</u> to approve the Minutes of the Meeting of February 27, 2020 as presented with the requested correction. Ms. Maxwell <u>seconded the motion</u>. <u>The motion was approved unanimously.</u>

Chairperson VanderWeele moved to the next agenda item.

PUBLIC HEARING: ACCESSORY BUILDINGS CONSIDERATION OF AMENDMENTS TO SECTION 57.100 – ACCESSORY BUILDINGS, FOR RECOMMENDATION TO THE TOWNSHIP BOARD.

Ms. Lubbert said recently, there have been concerns about how the Township has been regulating accessory buildings on residential properties, specifically where they were permitted to be located on a parcel, lot, or building site. After review of the Accessory Buildings and Setback Ordinances, it was determined that amendments were needed to clarify where accessory buildings would be permitted and ensure that the two regulations worked in concert. The Planning Commission reviewed and made a motion to recommend approval of the Setback Ordinance amendments to the Township Board at their regular December 12, 2019 meeting and, after discussion, directed staff to develop a new version of the Accessory Building code with more structure and detail. Areas of interest, in addition to placement, included: height, the treatment of accessory buildings on lots/building sites vs. parcels, and the overall permitted square footage of detached buildings based on lot size.

She said based on direction from the Commission, staff restructured the Accessory Building Ordinance, further amended sections of the code for clarity, and added language to address the noted areas of interest. Drafts of the proposed code language were reviewed by the Commission at their January 30th and February 13th meetings. After discussion and some amendments, the Commission agreed to move forward with the proposed changes to Section 57.100 and set a Public Hearing for their meeting on March 12th. A notice for the Public Hearing was published on Tuesday, February 25, 2020.

She noted the amended ordinance has the support of the Township Attorney, Zoning Administrator, and Ordinance Enforcement Officer. In addition, several of the proposed regulations were vetted for viability with the Fire Department and Southwest Michigan Building Authority.

Ms. Lubbert explained the proposed amendment reorganizes Section 57.100 into six sections: applicability, restrictions, setbacks, size restrictions, height, and application requirements. The goal of this reorganization is to help staff and the public easily navigate through the requirements for installing accessory buildings in Oshtemo Township. She provided a summary of the requirements outlined in each section:

Applicability: This section outlines what properties this code applies to; in summary all properties within a residential zone with a residence as their primary use. It should be noted that properties located within the AG, Agricultural District where the structure

will be used to support a farming operation are exempt. Continuing with previous practice, all accessory buildings over 200 square feet will require site plan review and approval. This section also identifies unique types of accessory buildings and directs users to other applicable sections of the code.

Restrictions: This section outlines all restrictions related to the use and construction of residential accessory buildings. All the requirements outlined in this section are in the previous accessory building code or noted in other areas of the code. The goal of this section is to provide one location where all restrictions for this type of structure can be found.

Setbacks: This section specifies where accessory buildings can be placed on a lot. Specifically, front yard setbacks as side and rear setbacks are addressed in a different section of the code. The proposed setback requirement differentiates between properties within a subdivision or site condominium and those that are not. There is an understanding that properties that are not within a subdivision or site condominium typically are larger and, more often than not, have a rural character that needs to be considered. The proposed language would place accessory buildings behind a house on a property within a subdivision or site condominiums. The front yard setback would be treated the same along the sides of both roads. In the other cases, the accessory building could be placed in front of a home as long as it met that district's principle building setback. A 10-foot separation between structures is also proposed for fire safety (to limit exterior fire spread).

Size Restrictions: Currently the zoning code does not have clear size limitations and any proposed large accessory building may trigger review by the Zoning Board of Appeals, subject to staff discretion. The existing regulations are somewhat subjective. The goal of this section is to provide clear standards that can then be applied administratively. The requirements outlined in this section pull from other existing areas of the code (ex. allowed percentage lot coverage) and previous interpretations or practices. Within site condominiums and subdivisions, the proposed code now specifies that the footprint of any residential accessory building cannot be larger than the primary structure. In addition, based on the area of a property, maximum cumulative square-footages for accessory buildings on a property are proposed. These numbers are based on other communities' standards but have been increased to keep in mind the Townships rural character.

Height: This section specifies how tall any given accessory building can be on a property. Based on previous reviews and experiences, the proposed maximum permitted height for an accessory building was increased from 25 feet to 30 feet. However, similar to the size restrictions intended to protect property values and neighborhood aesthetics, language was added that the height of an accessory building could not exceed the height of the principle building within subdivisions or site condominiums.

Application requirements: This last section of 57.100 outlines the details needed for

staff to complete a site plan review of a building exceeding 200 square feet and ensure that all requirements are met.

The proposed amendments for 57.100 Accessory Buildings Serving a Primary Residence were provided.

Ms. Lubbert recommended the amendments be approved and forwarded to the Township Board for approval.

Chairperson VanderWeele asked whether Commissioners had questions for Ms. Lubbert.

Ms. Maxwell asked whether the visuals provided would be included in the amendments section for clarification.

Ms. Lubbert said that had not been her intent but noted that it could be done.

Chairperson VanderWeele questioned whether 3. C., which mentions a 10 foot separation between buildings includes garages that are detached from the house.

Attorney Porter said the definitions make it clear detached garages are included.

Ms. Maxwell asked for clarification of the allowed square footage for accessory buildings.

The Chair said as it reads, the term "gross floor area" used to determine the allowed size restriction for accessory buildings includes the combined floor area for each floor of a multiple floor building. He felt the gross floor area should include only the footprint of the building - length by width.

Ms. Lubbert indicated the original intent was that only the footprint, length by width, would be considered as the gross floor area.

Chairperson VanderWeele requested the wording reflect that intent.

Attorney Porter said the "combined gross floor area" should be changed to say "first floor of primary structure" to reflect the intent and eliminate confusion.

Ms. Smith asked how two lots homesteaded together would be treated.

Attorney Porter said they would be combined for assessing and building purposes.

Ms. Smith wondered whether if the properties were across the street from each other that the entire acreage would be treated the same way.

Attorney Porter said, in theory, they could cross the road though this circumstance is rarer all the time. The right-of-way in some cases is measured from the center of the street.

Ms. Lubbert noted if this issue were to come up a variance could be sought on a case by case basis.

Hearing no further questions, Chairperson VanderWeele moved to public hearing and asked if anyone cared to address the Commission.

Mr. Ken Schneider asked to defer to the covenants of sub-divisions rather than to regulate by ordinance. He was pleased the amount of square footage allowed for accessory buildings was increased from the original proposal, but thought it should be extended further for larger properties. He noted agricultural district 1-A was mentioned.

Attorney Porter explained that these regulations would only apply to properties in the 1-A district if the principal structure on the property was residential.

Mr. Schneider said regarding the 10-foot clause, if the fire department was concerned about how large a fire can get, it seems they would have suggested buildings be limited to a certain size. Fire in one 30 x 60 building would be harder to fight than two 30 x 40 buildings. As far as setbacks are concerned, he felt it would be plausible to allow people to put trees up instead of requirements regarding size or height of buildings and wondered if buildings are not visible from the road whether the Township should really care. He said he was reading through the proposal in light of the future of his property. One of the reasons he chose Oshtemo Township was because of the way the ordinances were written. He thinks the way the older ordinance was stated allows for more interpretation. The new ordinance is definitely a lot more specific and he wondered whether we have to get as detailed as is proposed.

Chairperson VanderWeele thanked Mr. Schneider for his comments. Hearing nothing further, he closed the public hearing and moved to Commission Deliberations.

Ms. Maxwell asked whether they are looking at sub-divisions.

Attorney Porter said there are standards based on where the property is located.

Ms. Smith said most site condominiums have restrictions on access buildings. The Township ordinance would take precedence.

Attorney Porter said the Township would set minimum requirements. A builder could exceed the requirements by increasing the set back or further limiting the size of accessory buildings.

Attorney Porter noted sub-division and site condominium rules often fall by the wayside as developers don't follow proper procedures or associations don't maintain

enforcement. It can become a problem if there are not minimum standards in place by ordinance.

Ms. Lubbert added deeds in subdivisions are only valid for a specific number of years and if rules are not enforced by residents they fall by the wayside, so there would be no lasting regulations in place without ordinance.

Mr. Vyas asked if the fire department requirements are based on standards.

Ms. Lubbert replied that a lot of municipal codes have separation requirements, though the requirements vary, frequently from 5 - 12 feet. Our fire department felt 10 feet is appropriate and the proposed 10 foot separation is also consistent with when the building code triggers fire rated wall requirements.

Attorney Porter added that when a 10 foot distance is maintained, the fire rated wall requirements aren't activated, the cost to a homeowner is reduced.

Chairperson VanderWeele called for a motion.

Mr. Vyas <u>made a motion</u> to approve the Amendment to Section 57.100 Accessory Buildings as presented with the agreed upon change of wording in number 4,b from "combined gross floor area" to "first floor area". Ms. Maxwell <u>seconded the motion</u>. The motion was approved unanimously.

Chairperson VanderWeele moved to the next item on the agenda.

OTHER BUSINESS

Ms. Maxwell, in response to the earlier comment by Ms. Miller, explained she was involved with the ITC property issue, but that the Fruit Belt Trail is a different situation. The Township is actually purchasing property. ITC didn't want to sell their land, so it's a whole different story. When the Township owns the property, then they can set the rules, enforce them and provide maintenance.

OLD BUSINESS

There was no old business to consider.

PLANNING COMMISSIONER COMMENTS

Ms. Lubbert said the Township was working on how to address the Corona Virus. She will keep Commissioners up to date as that moves forward.

.ADJOURNMENT

With there being no further business to consider, Chairperson VanderWeele adjourned the meeting at approximately 6:45 p.m.

Minutes prepared: March 14, 2020

Minutes approved: _____, 2020

March 19th, 2020

Meeting Date: March 26, 2020

To: Planning Commission

From: Ben Clark, Zoning Administrator

Applicant: Michael Way, Waybridge LLC

Owner: Waybridge LLC

Property: 2963 S 11th St, Unaddressed S 11th St, and 3065 S 11th St; parcels 05-25-455-021,

05-25-455-024, and 05-25-455-030

Zoning: R-2: Residence District

Request: Rezone to R-3: Residence District

Articles: 7 (R-2: residence District) and 8 (R-3: Residence District)

OVERVIEW

The applicant is requesting that the three properties listed above on the east side of S 11th St be rezoned from R-2: Residence District to R-3: Residence District. For a number of decades this portion of 11th St has been transitioning from single-family homes to non-residential uses, and to the north of the subject parcels are a number of R-3-zoned properties accommodating a mix of residential and non-residential uses. Further north, before reaching Stadium Dr, are parcels zoned C: Local Business District. The current zoning of the three parcels—R-2—is primarily intended to facilitate lower density residential development, and dwellings such as single-family homes and duplexes are permitted by right. The R-3 district allows the same, but also has provisions for offices, banks, and three- or four-unit dwellings, all controlled via the Township's Special Use regulations.

CONSIDERATIONS

The Zoning Enabling Act, which allows Townships to zone property, does not provide any required standards that a Planning Commission must consider when reviewing a rezoning request. However, there are some generally recognized factors that should be deliberated before a rezoning decision is made. These considerations are as follows:

1. Master Plan Designation

The Township's Future Land Use Plan categorizes this area—south to Parkview Ave, East to US 131, west across S 11th St to Stadium Dr, and north to Holiday Ter/the existing commercial zoning—as *Transitional Office*, a category intended to buffer low density residential areas from commercial zoning by allowing *limited* non-residential uses along relatively busy roadways that tend to be less desirable for residential development. Under the current Zoning Ordinance, the R-3 zoning category works well to fulfill the conceptual goals of the Transitional Office future land use designation, as it



bridges the gap between residential and low-intensity non-residential uses. Furthermore, non-residential uses in the R-3 district such as medical and administrative office buildings are regulated as Special Uses, and at the time of site plan review the Township is authorized to impose restrictions on such in order to mitigate their impact on nearby homes.

2. Consistency of the Zoning Classification in the General Area

Although zoning allowing non-residential land use has yet to migrate this far south on the east side of S 11th St, nearby properties have long since transitioned to such, and immediately to the north of the three subject parcels is a considerable amount of land zoned R-3, with commercial zoning north of that. Rezoning these parcels would be consistent with nearby zoning and follows the desired land use pattern of buffering commercial land uses from residential.

3. Consistency and Compatibility with General Land Use Patterns in the Area

Given the current R-2 zoning of the subject parcels and the properties to the south, this portion of the S 11th St corridor does still accommodate residential uses, and the area subject to the rezoning request abuts two properties with single-family homes. Immediately to the north and east however a different land use pattern is well established. To the east is a church, to the north is another church, a medical office building, a hair salon, and a handful of office buildings. Further north can be found a hotel and convention center and a sizeable office complex. A similar pattern is manifesting on the west side of S 11th St, where numerous office and medical uses are found, increasing in consistency and intensity approaching Stadium Dr.

4. Utilities and Infrastructure

Public water and sewer are available for the subject properties, and any future development there will have to tap into these systems. Regarding the transportation network, the intersection to the north at Stadium Dr and S 11th St is well controlled by a traffic signal. The intersection to the south where S 11th St crosses Parkview Ave is still regulated via a four way stop, but left turn pockets are present in all four directions. A considerable amount of traffic moves through this intersection at times, and it is reasonable to foresee installation of a signal one day, but at this time the Road Commission of Kalamazoo County has not determined that such a treatment is warranted.

5. Reasonable Use under Current Zoning Classification

All three subject parcels can hypothetically accommodate dwellings, so there is reasonable use under the current R-2 zoning.

6. Effects on Surrounding Property

While this request would not be introducing a new zoning element to the S 11th St corridor, it could facilitate southward expansion of non-residential uses. Such are closely regulated by the restrictions found in the R-3 district as well as the Township's Special Use mechanism, and staff do not foresee unreasonable impacts for the residences to the south. Uses to the north and east are already predominately non-residential, increasing in intensity moving north towards Stadium Dr.

RECOMMENDATION

Staff recommends the Planning Commission forward a recommendation of approval to the Township Board for the rezoning of the subject properties from the R-2: Residence District to the R-3: Residence District for the following reasons:

1. The proposed rezoning is in accordance with the Township's Future Land Use Plan.

2. The requested rezoning is compatible with the surrounding land uses and adjacent zoning classifications.

Respectfully submitted,

Ben Clark,

Bur Clark

Zoning Administrator

Attachments: Application

Zoning Map

Current Land Use Map Future Land Use Map

Future Land Use Plan Excerpt

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7275 W. Main Street, Kalamazoo, Michigan 49009-9334 Phone: 269-216-5223 Fax: 269-375-7180

PLEASE PRINT

PROJECT NAME & ADDRESS

2963 South 11th Street

	PLANNING & ZONING APPLICATION	ON
Applicant N	ame: Michael Way	
Company .	Waybridge LLC	THE
Address	7049 Turkey Glen Trail Kalamazoo, Michigan 49009	SPACE FOR TOWNSHIP
E-mail Telephone Interest in P	waym@bronsonhg.org 269-599-4503 Fax —	CXMTA
OWNER*:		
Name	ABOVE	
Address		Fee Amount \$1,500.00
Email		Escrow Amount
Phone & Fax		
NATURE OF	THE REQUEST: (Please check the appropri	riate item(s))
Sit Ad Sp Zo Sit	e Plan Review-1042 e Plan Review-1088 lministrative Site Plan Review-1086 ecial Exception Use-1085 ning Variance-1092 e Condominium-1084 cessory Building Review-1083	Land Division-1090Subdivision Plat Review-1089 X_Rezoning-1091Interpretation-1082Text Amendment-1081Sign Deviation-1080Other:
BRIEFLY DESCR	IBE YOUR REQUEST (Use Attachments if N	Necessary):
	ng of 2963 South 11th Street, pa	
	tial zoning of office zoning for the limology clinic.	ne construction of an

Page 1

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	E ATTACHED			
PARCEL	NUMBER: 3905-	25-455-0	21	
ADDRES	S OF PROPERTY:	2963 Sou	th 11th Street	
PRESEN	T USE OF THE PR	OPERTY:	Rental dwelling	
PRESEN	T ZONINGR-	-2	SIZE OF PROPERTY SEE A	TTAC
NAME(S) & ADDRESS(ES) AVING A LEGAL (OF ALL OTHE OR EQUITABL	R PERSONS, CORPORATIONS, OR I E INTEREST IN THE PROPERTY:	FIRMS
	Name(s) N/A		Address(es)	
		SIGNAT	TURES	(Antonio antonio
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			x 1/29/20	
			X 1/29/20	
<u>x</u>	wner's Signature(* 1) Michael Way	f different from Appli , MUMBEN	cant) Date	
<u>X</u>	wner's Signature(* 1) WClfACL WAA pplicant's Signature		Date Date	
X Or		**************************************	Date Date	



7275 W. Main Street, Kalamazoo, Michigan 49009-9334 Phone: 269-216-5223 Fax: 269-375-7180

PLEASE PRINT

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3065 S. 11TH STREET

PLANNING & ZONING APPLICATION	
Applicant Name : MICHAEL WAY	
Company WAYBRIDGE LLC	THIS
Address 7049 TURKEY GLEN TRAIL	SPACE FOR
E-mail KALAMAZOO, MI 49009 WAYM@BRONSONHG.ORG	TOWNSHIP USE ONLY
Telephone	O(N1,1
OWNER*:	
Name ABOVE	
Address	Fee Amount
	Escrow Amount
Email	
Phone & Fax —	
NATURE OF THE REQUEST: (Please check the appropriate item(s	
Site Plan Review-1088S	and Division-1090 ubdivision Plat Review-1089 Lezoning-1091
Special Exception Use-1085Ir	nterpretation-1082
	ext Amendment-1081 ign Deviation-1080
	ther:
BRIEFLY DESCRIBE YOUR REQUEST (Use Attachments if Necessary):	
REQUEST REZONING FROM R-2 TO R-3 TO AL	LOW PROPERTY
TO BE USED FOR PROFESSIONAL/MEDICAL	OFFICE USE

SEE ATTACHED	
PARCEL NUMBER: 3905- 05-25-455-	030
ADDRESS OF PROPERTY: 3065 S. 11	TH STREET
PRESENT USE OF THE PROPERTY:RE	SIDENTIAL RENTAL
PRESENT ZONING R-1	SIZE OF PROPERTY 210X330.3
NAME(S) & ADDRESS(ES) OF ALL OTHER HAVING A LEGAL OR EQUITABLE I	PERSONS, CORPORATIONS, OR FIRM NTEREST IN THE PROPERTY:
Name(s)	Address(es)
SIGNATUR	RES
SIGNATUR I (we) the undersigned certify that the information of required documents attached hereto are to the best I (we) acknowledge that we have received the Town Infrastructure. By submitting this Planning & Zoni Oshtemo Township officials and agents to enter the of completing the reviews necessary to process the	contained on this application form and the of my (our) knowledge true and accurate, ship's Disclaimer Regarding Sewer and Wang Application, I (we) grant permission for subject property of the application.
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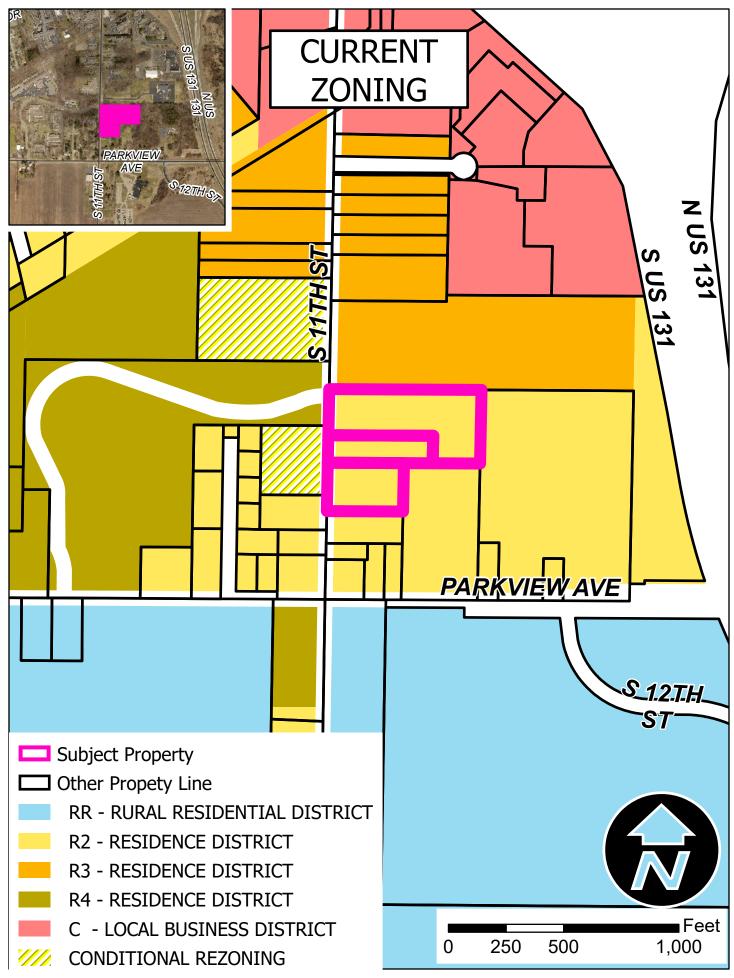
7275 W. Main Street, Kalamazoo, Michigan 49009-9334 Phone: 269-216-5223 Fax: 269-375-7180

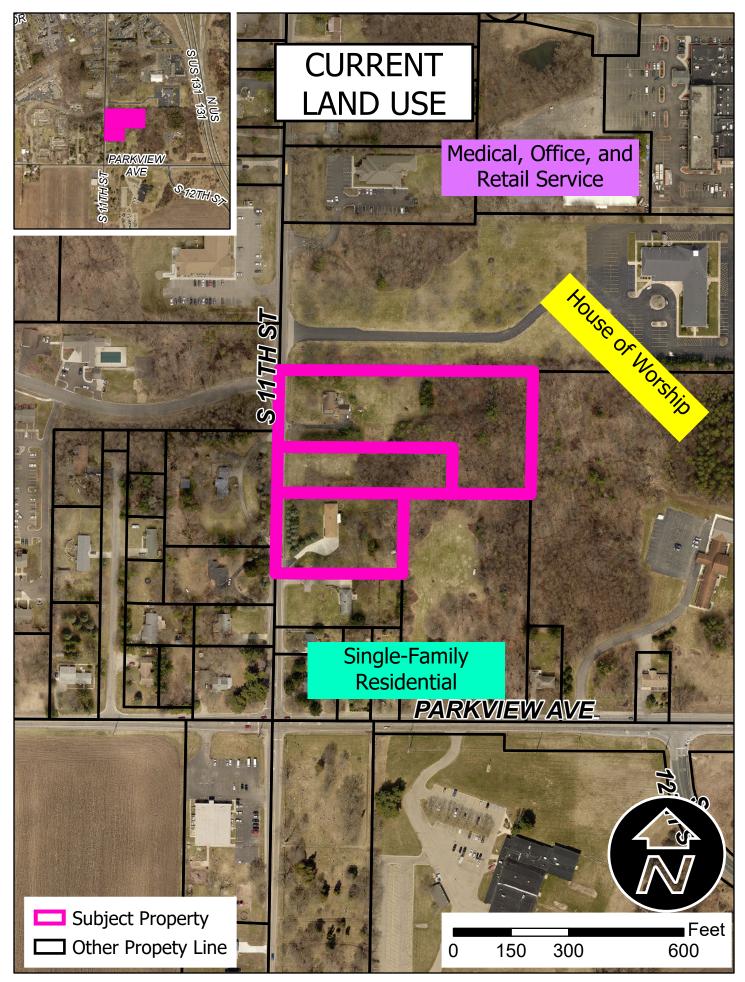
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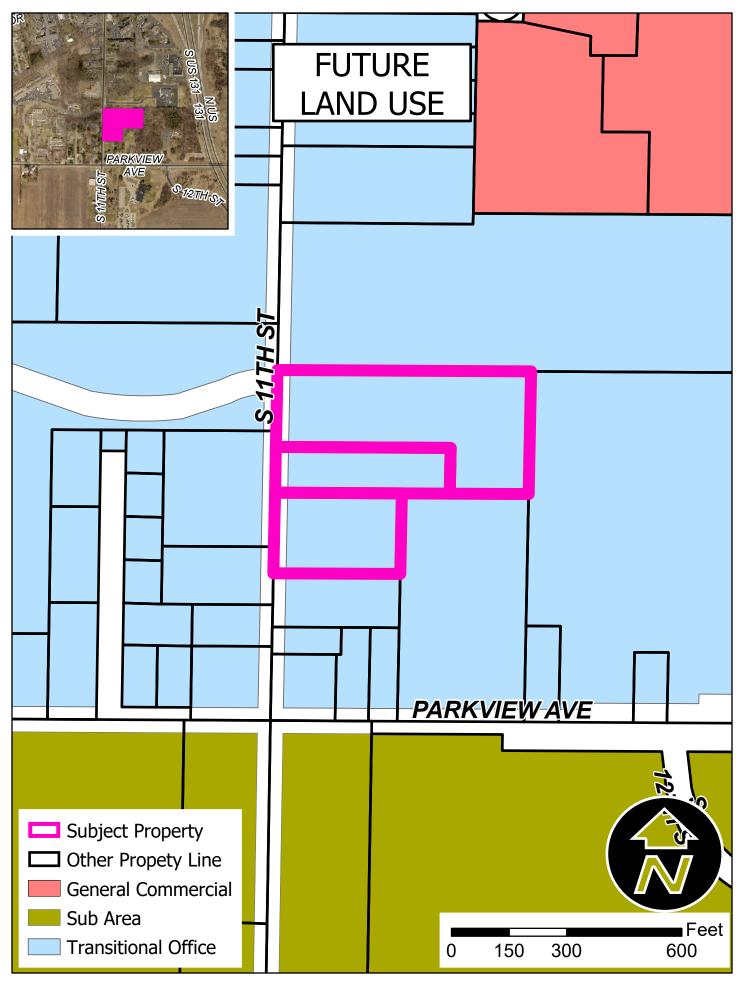
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Applicant N	waybridge llc	
Address	7049 TURKEY GLEN TRAIL	SPACE FOR
E-mail	KALAMAZOO, MI 49009 WAYM@BRONSONHG.ORG	TOWNSHIP USE
Telephone - Interest in Pr	269-599-4503 Fax ———————————————————————————————————	
OWNER*:		
Name	ABOVE	CONTROL OF THE CONTRO
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NATURE OF	THE REQUEST: (Please check the appropri	ate item(s))
SiteAdiSpeZonSite	nning Escrow-1042 e Plan Review-1088 ministrative Site Plan Review-1086 ecial Exception Use-1085 ning Variance-1092 e Condominium-1084 essory Building Review-1083	Land Division-1090Subdivision Plat Review-1089Rezoning-1091Interpretation-1082Text Amendment-1081Sign Deviation-1080Other:
IEFLV DESCO	IRF VOUR REQUEST (Use Attachments if N	acaccamy).

REQUEST REZONING FROM R-2 TO R-3 TO ALLOW THE PROPERTY TO BE USED FOR PROFESSIONAL/MEDICAL OFFICE USE

ACADIST CONTRACTOR OF STREET	SEE ATTACHED	TY (Use Attachments if Necessary):
Market unique propriet de verticales		
PARC	EL NUMBER: 3905- 05-29	5-455-024
ADDR	ESS OF PROPERTY:	
PRESI	ENT USE OF THE PROPERTY:	VACANT LAND
PRESE	ENT ZONING R-1	SIZE OF PROPERTY 119X455
NAME	C(S) & ADDRESS(ES) OF ALL C HAVING A LEGAL OR EQUIT	OTHER PERSONS, CORPORATIONS, OR FIRM FABLE INTEREST IN THE PROPERTY:
	Name(s)	Address(es)
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Transitional Office (417 acres)

Development Intensity: Medium

There are several areas in the Township that could benefit from a district that serves as a buffer between existing commercial uses and/or transportation networks and adjacent residential uses. The use of a Transitional Office District is intended to mitigate the compatibility issues that often arise between higher intensity development and residential uses.

Development envisioned for the Transitional Office District include primarily office and institutional uses. Office uses include financial institutions, professional service firms, medical facilities, and personal service establishments. This category may include buildings occupied by single professional business or a larger multi-tenant office building. Institutional uses include churches, schools, daycare centers, libraries, post offices and other public buildings, and public recreation. The District would also include medium density residential uses, such as duplexes and senior-oriented complexes.

For all areas carrying this designation, access management will be a high priority, especially along the primary roadways of the Township. In addition, regulations will need to be considered relating to size of construction and site development to ensure compatibility with adjacent residential uses and in keeping with the intent of the District as a buffer from higher intensity uses. Ensuring that development is coordinated and consistent, such as through the Planned Unit Development (PUD) process, will assist with quality, design, and function that is desired for these areas.

Transitional Office Desired Future Development Pattern

- Office, institutional, and/or medium density residential located in well-planned developments
- Protection of the existing character of the area in which it is located through design, layout, and operation
- Incorporation of access management standards
- Successful buffers and/or transitions between adjacent land uses

Village Core (119 acres)

Development Intensity: High

The Village Core designation is located within the boundary of the Downtown Development Authority (DDA) for Oshtemo Township and where the historic "village" of Oshtemo used to reside. This area was the site of the original settlement in the Township and served for many years as the heart of the community.

The Village Core has been the subject of a considerable amount of evaluation and analysis over the past 15 years. In that time, the DDA was created and a Development Plan prepared; a Character Plan crafted to establish a vision for the future built environment, and a Form Based Code prepared to implement that vision; and a Streetscape Plan prepared for aesthetic and pedestrian right-of-way improvements within the district.

The work of the DDA has just begun. It is their hope, as well as the Township's, that properties in this area will redevelop, and the Village will become a unique place, identifiable within Oshtemo. By creating a walkable, mixed use, compact village center, it is desired for this area to once again serve this role.

The Master Plan supports the findings and conclusions of the plans prepared for the Village Core and incorporates them by reference. It is envisioned that as sites redevelop within this area, it will be done consistent with these documents.

March 19, 2020



Mtg Date: March 26, 2020

To: **Planning Commission**

Iris Lubbert, AICP From:

Planning Director

Applicant: Center Point Church

Jeff Kimmel Owner:

2345 North 10th Street **Property:**

Parcel number 3905-11-280-045

Zoning: R-2, Residence District

Request: A Special Use approval for a private pre-school for up to 110 children

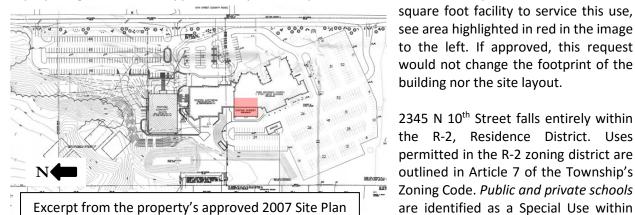
Section(s): Section 7.40 Special Uses, Public and Private Schools

> Section 65.30: Special Use Review Criteria Article 49: Special Use Requirements

Project Name: Starting Point Day Care

PROJECT SUMMARY

Center Point Church is requesting special use approval to establish a private preschool to serve up to 110 children, 30 months to age 5, at the existing church facilities located at 2345 N. 10th Street. The applicant is proposing to renovate approximately 8,000 square feet of underutilized space within their 77,000



the R-2, Residence District. Uses permitted in the R-2 zoning district are outlined in Article 7 of the Township's Zoning Code. Public and private schools

2345 N 10th Street falls entirely within

building nor the site layout.

are identified as a Special Use within

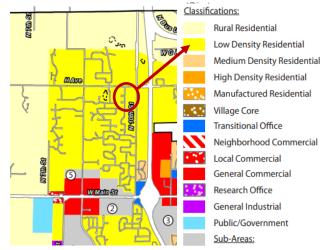
this section and requires the Planning Commission's review and approval.

ANALYSIS

When reviewing a Special Use there are two sets of criteria that need to be considered: the general Special Use review criteria outlined in Section 65.30 and the specific requirements for the use in question outlined under Article 49. Below is an analysis of the proposal against these two Sections. Overall, the requirements of both Section 65.30 and Article 49 have been met.

Section 65.30: Special Use Review Criteria:

- A. Master Plan/Zoning Ordinance: The proposed use will be consistent with the purpose and intent of the Master Plan and Zoning Ordinance, including the District in which the use is located.
 - Master Plan: The Township's Future Land Use Map shows this area as being Low Density Residential, see excerpt to the right. This is consistent with the property's current R-2 zoning classification and the proposed use, see analysis under Zoning Ordinance below.
 - 2. Zoning Ordinance: The intent of the R-2 District, outlined in Article 7, is to be "designed as a suburban residential district to permit a greater density of residential development



than is provided in the rural districts of the Township, together with other residentially related facilities and activities which would serve the inhabitants of the area". All uses outlined in this Article, whether a permitted use, permitted use with conditions, or a special use, are generally considered compatible with this district's intent. The proposed private school is an identified special use within the R-2 district and therefore consistent with the Zoning Ordinance.

B. Impacts:

- 1. The proposed use would be compatible, harmonious and appropriate with the existing or planned character and uses of adjacent properties; meaning the proposed use can coexist with neighboring uses in a stable fashion over time such that no neighboring use is unduly negatively impacted. The Township has already determined that a church at this location is compatible with the planned character of the area and the existing surrounding uses. Center Point Church has a large facility, 77,000 square feet, that supports a congregation of about 1,200 people. The proposed preschool, like a house of worship, is also an institutional use. Converting 8,000 of the Church's 77,000 square feet into a preschool expands the types of institutional uses of the property but does not change its character nor its compatibility with other uses allowed in the District.
- 2. Potentially adverse effects arising from the proposed use on adjacent properties would be minimized through the provision of adequate parking, the placement of buildings, structures and entrances, as well as the location of screening, fencing, landscaping,

buffers or setbacks. The proposed preschool will utilize a portion of the Church's facilities and parking lot. The back of the building, where the preschool is proposed to be located, is approximately 300 feet from neighboring residential properties. There will be no change to the site layout. The Church currently provides 597 parking spaces onsite, 197 more spaces then required by the Zoning Code. A preschool servicing 110 students with 25 full and part time staff requires 62 parking spaces (Section 52.110.E.3). If the preschool is approved, the site would still have an excess of 135 spaces. The proposed special use would not have a negative impact on parking onsite and will in end effect bring the property closer to compliance with the intent of the current parking requirements to minimize excessive areas of pavement.

- 3. The proposed use would not be detrimental, hazardous, or disturbing to existing or future adjacent uses or to the public welfare by reason of excessive traffic, noise, smoke, odors, glare, or visual clutter. The proposed private school, though run separately following Michigan's Licensing and Regulatory Affairs (LARA) standards, would become one of the Center Point Church's services to the community. This property already accommodates, and neighbors are accustomed to, the traffic flow generated by the Church's Sunday services and special events. The proposed use would operate Monday through Friday offering full day programs for all Preschool age children with a half-day option. The applicant notes that their earliest available drop off time would be 8 a.m. and latest available pick up time of 6 p.m. The traffic generated by the preschool would not conflict with nor be as impactful as the traffic generated by the Church.
- C. Environment: The natural features of the subject property shall only be cleared or altered to the extent necessary to accommodate site design elements, particularly where the natural features assist in preserving the general character of the area. - No changes to the site are planned that would negatively impact existing natural features.
- D. Public Facilities: Adequate public and/or private infrastructure and services already exist or would be provided, and will safeguard the health, safety, and general welfare of the public. The proposed use should not be a hindrance to public health, safety, and welfare. The conversion of a portion of this property into a preschool will slightly intensify traffic in the area during times of drop-off and pick-up. However, this change should not significantly impact the level of service for 10th Street.
- **E.** Specific Use Requirements: The Special Use development requirements of Article 49. Article 49 currently has no additional requirements for the consideration of a private or public school within the Township.

Article 49 Requirements for Special Use: Not applicable. See E above.

RECOMMENDATION

Planning Department staff are satisfied that the project meets all Special Use requirements and recommends that the Planning Commission grant Special Use approval for the private preschool for up to 110 children, subject to the following conditions:

Oshtemo Township Planning Commission Starting Point Day Care 03/26/2020 · Page 4

- 1. Prior to the Certificate of Occupancy, documentation is provided to staff verifying that the proposed preschool's curriculum, construction, staffing etc. have meet Michigan's Licensing and Regulatory Affairs (LARA) preschool standards.
- 2. The Preschool will run Monday through Friday with the earliest available drop off time of 8 a.m. and latest available pick up time of 6 p.m.

Thank you.

Attachments: Letter of Intent

Location Map

Letter of support from neighboring property owner



2345 North 10th Street Kalamazoo, MI 49009 (269) 375-4815 www.cpkzoo.org 326 W. Cork Street Kalamazoo, MI 49001 (269) 344-4120 www.cpkzoo.org

March 20, 2020

Executive Summary: Request for Special use zoning

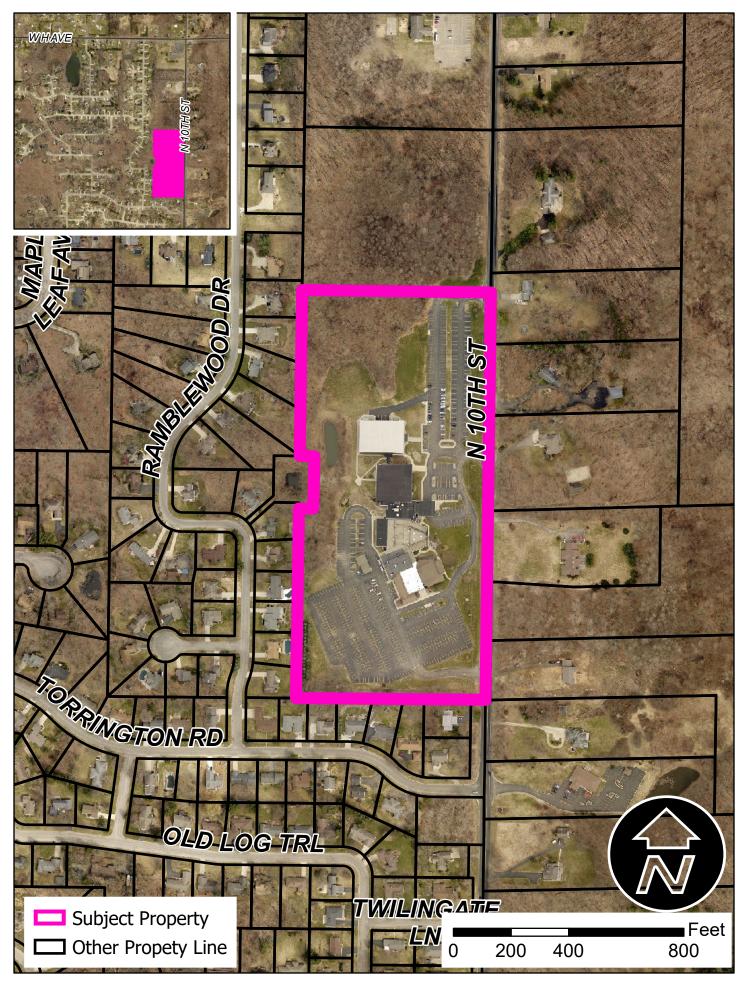
Centerpoint Church, located at 2345 North 10th Street, is seeking "Special Use" zoning approval for our Preschool. Starting Point Preschool will be a full day Preschool serving families with children 30 months to age 5. There is no need for an expansion or change in the footprint of the actual building, Simply an expansion of services. This expansion of services will be accomplished by using the currently under-utilized portion of the building. From a neighborhood impact standpoint we currently have ample parking and again hope to utilize what has been under-utilized to date.

The number of students and staff is based on LARA standards and our goal is to serve over up to 110 students based on the 35 square foot per child standard. Our anticipated staffing would be 25 full and part-time staff. Monday through Friday as many as 13 members of staff could be on site at any one time. Starting Point would offer full day programs for all Preschool age children with a half-day option. Full day programs are Monday through Friday and the earliest available drop off time of 8 a.m. and latest available pick up time of 6 p.m. The preschool would occupy 8,000 sf of our 97,000 sf facility.

A long time pillar of the Kalamazoo community, Centerpoint Church is a thriving congregation of over 1,000 members who are actively living out their faith by significant engagement and service to the local community. This Preschool is more than a service to our community, it is part of our ministry. By offering this service we impact Families not just students and in doing so we make Oshtemo a better place to live.

Our curriculum is based on LARA guidelines as well as expanded education. Simply stated we are not just offering Reading, Writing and Arithmetic, rather all of those with the ability to include physical education, Spanish and Music. The availability of a full Gym, exterior play area and 2 auditoriums make Starting Point a special facility that no other Preschool in Kalamazoo and the surrounding area can offer.

As a Church, we believe supporting our community in as many ways as possible is our mission. Starting Point Preschool is a significant part of achieving that mission.



Planning Commission, Township Hall

7275 W. Main Street

Kalamazoo MI 49009

RE: Zoning item #2

We would have no objection to CenterPoint Church establishing a private pre-school for 106 children, or more if needed in the future. It is nice to have a safe environment with qualified individuals to care for the children in this area so definitely want to see this approved.

We feel that CenterPoint Church has done a lot for the community, specifically food bank, free community events and The Point community center. They continually reach out to the neighborhood and the entire City of Kalamazoo to make things better.

Sincerely,

Debra L DeMink

Richard J Cooper

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March 19, 2020

Mtg Date: March 26, 2020

To: Planning Commission

From: Ben Clark, Zoning Administrator

Iris Lubbert, AICP, Planning Director

Subject: Public Hearing – Amendments to Section 18.40 Special Uses and Section 35.40

Special Uses

Township Planning Department staff have recently been approached by a perspective property owner who is interested in establishing a wedding/event venue within the commercial portion of the 9th Street and West Main Zoning Overlay. Examining the Township's Zoning Ordinance, staff found that no such use is identified as allowable in any zoning district in Oshtemo, despite a handful of such businesses having been located here in the past. In some cases, such as with the Delta Marriott Hotel on S 11th Street, the convention center there, is considered an accessory element to the primary use of the property. In the case that prompted this proposal, the event space would be the property's primary use.

A general tenant of local zoning is that no reasonable use of land can be outright prohibited in any community and must be allowed somewhere. In the interest of adhering to accepted legal convention and good planning practice, staff proposes a text amendment to the Zoning Ordinance to allow Assembly and Convention Halls as a Special Use in the C, Local Business District and the 9th Street and West Main Overlay Zone. Both zoning districts are appropriate locations for this use based on their character and intent. At this time, in order to mitigate any unforeseen consequences or impacts of this use to nearby properties, staff recommends making Assembly and Convention Halls a Special Use so that the Township can impose any necessary restrictions on a case by case basis. As the Township gains experience with Assembly and Convention Halls as a primary use, additional criteria can be developed, other zoning districts considered, and the use potentially even transitioned from a Special Use to a Permitted Use with Conditions, which would allow for administrative review and approval.

The Planning Commission initially reviewed the proposed amendment at their regular February 27th meeting. After discussion, the Commission agreed to move forward with the proposed changes to Sections 18.40 and 35.40 and set a Public Hearing for their meeting on March 26th. A notice for the Public Hearing was published on Tuesday, March 10, 2020.

Thank you.

Attachments: Proposed Amendment to Sections 18.40 and 35.40

Oshtemo Township Zoning Map

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18.40 SPECIAL USES

- A. Assembly and Convention Halls
- B. Child care centers.
- C. Funeral homes.
- D. Private clubs.
- E. Parks of ten acres or less in size, subject to the conditions and limitations set forth at Section 49.90 of this Ordinance.
- F. Nursing, convalescent, handicapped, or senior citizens' homes.
- G. Drive-in service window or drive-through services for businesses.
- H. Retail lumber yards.
- New and/or used car sales lots; recreational vehicle sales lots; mobile home sales lots outside of mobile home parks; farm machinery and other equipment sales lots; boat sales lots; and other businesses involving substantial outdoor sales or activities connected with retail sales.
- J. Crematories.
- K. Skating rinks, bowling alleys, indoor recreational facilities and health clubs.
- L. Filling stations, carwashes, public garages or service stations, excluding auto body and auto paint shops.
- M. Drive-in theatres.
- N. Buildings and regulator stations for essential services.
- O. Temporary outdoor events (lasting more than one day).
- P. Brewpub.
- Q. Microbrewery.
- R. Wine Tasting Room.
- S. Craft food and beverage production facility, limited to 8,000 square feet gross floor area.
- T. Communication towers.
- U. Earth removal, quarrying, gravel processing, mining, related mineral extraction businesses, and landfill gas recovery processing facilities.
- V. Private streets.
- W. Wind energy conversion systems.

35.40 SPECIAL USES

A. Residential

The following uses may be located within the 9th Street Residential and the West Main Street Residential section of the Overlay District subject to Special Use approval:

- 1. Group day care home.
- 2. Residential planned unit development subject to Article 41.
- 3. Golf courses, parks, and outdoor recreational areas.

- 4. Buildings and regulator stations for essential services.
- 5. Public and private schools.

B. Commercial

The following uses may be located within the 9th Street Commercial and the West Main Street Commercial section of the Overlay District subject to Special Use approval:

- 1. Assembly and Convention Halls
- 2. Brewpub.
- 3. Buildings and regulator stations for essential services.
- 4. Child care centers.
- 5. Commercial planned unit developments subject to Article 41.
- 6. Craft food and beverage production facility.
- 7. Crematories.
- 8. Drive-in service window or drive-through service for businesses, not to include restaurants.
- 9. Funeral homes.
- 10. Golf courses, parks, and outdoor recreational areas.
- 11. Group day care home.
- 12. Hotels, motels.
- 13. Indoor theaters.
- 14. Microbrewery.
- 15. Nursing, convalescent, handicapped, assisted living, or senior citizens' homes.
- 16. Private clubs.
- 17. Public and private schools.
- 18. Skating rinks, bowling alleys, indoor recreational facilities and health clubs.
- 19. Temporary outdoor events.
- 20. Veterinary clinics.
- 21. Wine Tasting Room.
- 22. Temporary outdoor event (lasting more than one day)

OSHTEMO CHARTER TOWNSHIP

Zoning Map

