



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

**OSHTEMO CHARTER TOWNSHIP  
PLANNING COMMISSION MEETING**

**OSHTEMO TOWNSHIP HALL  
7275 WEST MAIN STREET**

**THURSDAY, APRIL 23, 2026  
6:00 P.M.**

**AGENDA**

1. Call to Order
2. Pledge of Allegiance
3. Approval of Agenda
4. Approval of Minutes: April 9, 2026 Meeting ([Pg. 3-6](#))
5. Public Comment on Non-Agenda Items
6. **Public Hearing: City of Kalamazoo essential service expansion (410 North 9<sup>th</sup> Street)**  
Planning Commission to conduct site plan and special exception use review of a proposed addition to the water system building (an essential service) and related site improvements. Subject property is 410 North 9<sup>th</sup> Street (parcel 05-14-380-001). ([Pg. 7-17](#))
7. **Public Hearing: Unified Care Facility – Nguyen (5516 West N Avenue and adjacent vacant parcel)**  
Planning Commission to conduct special exception use review of a proposed Unified Care Facility consisting of two Adult Foster Care Small Group Homes. One is proposed in an existing home and the other on the adjacent vacant parcel. Subject properties are 5516 West N Avenue (parcel 05-36-380-120) and vacant property (parcel 05-36-380-110). ([Pg. 19-38](#))
8. Public Comment
9. Planning Commissioner Comments
10. Other Updates and Business
  - a. Review of emergency-related facilities (after adjournment)
11. Adjournment

**Broadcast Notice:**

*This meeting is being streamed live on the Public Media Network website and app and recorded for watching on-demand. It is also broadcast on Spectrum and AT&T community access channels.*

**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](mailto:oshtemo@oshtemo.org)), walk-in 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 a.m.-1 p.m. and 2-5 p.m., and on Friday, 8 a.m.–1 p.m. Additionally, questions and concerns are accepted at all hours through the website contact form found at [www.oshtemo.org](http://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](mailto:oshtemo@oshtemo.org) and it will be directed to the appropriate person.

Oshtemo Township Board of Trustees		
<b><u>Supervisor</u></b>		
Cheri Bell	216-5220	<a href="mailto:cbell@oshtemo.org">cbell@oshtemo.org</a>
<b><u>Clerk</u></b>		
Dusty Farmer	216-5224	<a href="mailto:dfarmer@oshtemo.org">dfarmer@oshtemo.org</a>
<b><u>Treasurer</u></b>		
Clare Buszka	216-5260	<a href="mailto:cbuszka@oshtemo.org">cbuszka@oshtemo.org</a>
<b><u>Trustees</u></b>		
Neil Sikora	760-6769	<a href="mailto:nsikora@oshtemo.org">nsikora@oshtemo.org</a>
Kristin Cole	375-4260	<a href="mailto:kcole@oshtemo.org">kcole@oshtemo.org</a>
Zak Ford	271-5513	<a href="mailto:zford@oshtemo.org">zford@oshtemo.org</a>
Michael Chapman	375-4260	<a href="mailto:mchapman@oshtemo.org">mchapman@oshtemo.org</a>

Township Department Information			
<b><u>Assessor:</u></b>			
Kristine Biddle	216-5225	<a href="mailto:assessor@oshtemo.org">assessor@oshtemo.org</a>	
<b><u>Fire Chief:</u></b>			
Greg McComb	375-0487	<a href="mailto:gmccomb@oshtemo.org">gmccomb@oshtemo.org</a>	
<b><u>Ordinance Enforcement:</u></b>			
Alan Miller	216-5230	<a href="mailto:amiller@oshtemo.org">amiller@oshtemo.org</a>	
<b><u>Parks Director:</u></b>			
Vanessa Street	216-5233	<a href="mailto:vstreet@oshtemo.org">vstreet@oshtemo.org</a>	
Rental Info	216-5224	<a href="mailto:oshtemo@oshtemo.org">oshtemo@oshtemo.org</a>	
<b><u>Planning Director:</u></b>			
Jodi Stefforia	375-4260	<a href="mailto:jstefforia@oshtemo.org">jstefforia@oshtemo.org</a>	
<b><u>Public Works Director:</u></b>			
Anna Horner	216-5228	<a href="mailto:ahorner@oshtemo.org">ahorner@oshtemo.org</a>	

**OSHTEMO CHARTER TOWNSHIP  
PLANNING COMMISSION  
MINUTES OF A MEETING HELD APRIL 9, 2026**

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**AGENDA**

**PRESENTATION ON PA 233 AND ENERGY STORAGE**

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A meeting of the Oshtemo Charter Township Planning Commission was held Thursday, April 9, 2026, commencing at 6:00 p.m. at the Oshtemo Township Hall, 7275 West Main Street.

MEMBERS PRESENT: Michael Chapman, Township Board Liaison  
Grace Engels  
Deb Everett, Vice Chair  
Scot Jefferies  
Alistair Smith, Chair  
Ron Ver Planck

MEMBERS ABSENT: Jeremiah Smith

Also present were Jodi Stefforia, Planning Director; James Porter, Township Attorney; Leeanna Harris, Planning and Zoning Administrator; Colten Hutson, Zoning Administrator; Jennifer Wood, Recording Secretary; and approximately 39 members of the public.

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

At 6:00 p.m., Chair A. Smith called the meeting to order. Those in attendance joined in reciting the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Chair A. Smith introduced the agenda and asked if there were any additions or modifications. There were none.

Trustee Chapman made **a motion** to approve the agenda as presented. Vice Chair Everett **supported the motion**. The **motion passed** unanimously.

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

Chair A. Smith opened the floor for public comments on non-agenda items. No one came forward. Chair A. Smith closed public comments.

**APPROVAL OF THE MINUTES FROM THE MEETING OF MARCH 26, 2026**

Chair A. Smith asked if there were any additions, deletions, or corrections to the minutes of the March 26, 2026, meeting. There were none

Vice Chair Everett made **a motion** to approve the Minutes of the March 26, 2026, meeting as presented. Trustee Chapman **supported the motion**. The **motion passed** unanimously.

### **PRESENTATIONS – PA 233 and Energy Storage**

Chair A. Smith explained that the meeting would focus on the regulatory framework of Public Act 233, featuring neutral public-sector and academic experts providing educational information rather than advocacy related to wind, solar, or battery storage projects. Speakers would present first, followed by Planning Commission questions, with public comment occurring afterward as a separate agenda item. Questions submitted in advance were shared with presenters, while science and safety focused questions are being reserved for future discussion with subject-matter experts. A draft ordinance regulating energy systems is currently in development with outside scientific input and is expected to come before the Planning Commission later this year for review over multiple meetings. Public comment remains available at all Planning Commission meetings.

Ms. Stefforia shared in her staff memo dated April 9, which is incorporated herein. The Township invited Madeleine Krol, Clean Energy Land Use Specialist with the Center for EmPowering Communities at the University of Michigan; Ian O’Leary, Departmental Analyst in the Energy Services Unit at the Michigan Department of Environment, Great Lakes, and Energy (EGLE); and Sarah Mullkoff, Manager of the Renewable Energy and Storage Siting Section at the Michigan Public Service Commission (MPSC), to present on Public Act 233. Ms. Mullkoff and Mr. O’Leary spoke from their agencies’ roles in reviewing and permitting land uses such as battery energy storage systems. The Township also invited Taylor Van Winkle, Kalamazoo County’s Climate and Sustainability Coordinator, to speak to her role. The presenters’ materials are included in the meeting packet and are incorporated into the record.

Madeleine Krol, Clean Energy Land Use Specialist with the Center for EmPowering Communities at the University of Michigan, and Ian O’Leary, Departmental Analyst in the Energy Services Unit at the Michigan Department of Environment, Great Lakes, and Energy (EGLE), provided an overview of utility-scale renewable energy and battery energy storage systems (BESS), including their role in supporting grid reliability and Michigan’s renewable energy goals. They reviewed typical facility characteristics, siting considerations, local benefits such as tax revenue and limited land footprint, and potential concerns including visual impacts, noise, fire safety, and decommissioning requirements. They also explained the implications of Public Act 233 (2023), outlining four local pathways for renewable energy project permitting: Compatible Renewable Energy Ordinance (CREO), workable ordinances, unworkable ordinances, and state-level siting through the Michigan Public Service Commission (MPSC), and discussed how each option affects local authority and potential community revenue opportunities.

Sarah Mullkoff, Manager of the Renewable Energy and Storage Siting Section at the Michigan Public Service Commission (MPSC), provided an overview of the Commission’s role under Public Act 233 and the circumstances under which large renewable energy and battery storage projects may be reviewed at the state level. She described the Compatible Renewable Energy Ordinance (CREO) framework, thresholds for state jurisdiction, and procedural steps that may

trigger MPSC involvement if local approval is not obtained. Her presentation outlined the Commission's contested case review process, required application materials, opportunities for township and public participation, and safety requirements specific to battery energy storage facilities, including compliance with NFPA standards, emergency response planning, and financial assurances for decommissioning. Ms. Mullkoff noted that townships and nearby property owners may formally intervene in proceedings and submit testimony as part of the evidentiary record considered by the Commission.

Planning Commission members and the Township Attorney asked several questions regarding implementation of Public Act 233, the Michigan Public Service Commission (MPSC) review process, grid capacity, siting considerations, taxation impacts, and potential ratepayer effects of battery energy storage systems (BESS).

Presenters explained that ongoing litigation related to the MPSC's implementation order has not paused the Commission's review activities and that the outcome of the appeal remains uncertain. They noted the Commission periodically revisits its guidance documents and may consider updates based on stakeholder input and emerging research.

Questions regarding the amount of battery storage capacity proposed statewide were addressed by clarifying that project pipeline estimates are preliminary and typically decrease as projects advance, with actual deployment expected to align more closely with utility system needs. In response to concerns about long-term tax revenue stability, presenters acknowledged that property tax valuation changes have affected renewable energy projects in the past. They explained that mechanisms such as payment-in-lieu-of-taxes (PILOT) agreements or negotiated guarantees may help stabilize local revenue, although such approaches are not standard for all project types.

Questions about potential impacts on electricity costs indicated that battery storage systems generally help reduce peak demand costs by storing lower-cost electricity for later use, though overall utility rates depend on broader infrastructure and regulatory factors.

Additional discussion addressed grid interconnection requirements and siting flexibility. Presenters explained that proximity to substations and available transmission capacity strongly influences project location decisions, and that developers must evaluate alternative sites as part of the MPSC review process. Township participation remains available if projects proceed to the state-level siting process.

Taylor Van Winkle, Kalamazoo County's Climate and Sustainability Coordinator, described the County's role in supporting municipalities through ordinance development, educational workshops, and coordination of technical resources.

## **PUBLIC COMMENT**

Chair A. Smith opened public comments, reminding speakers of the four-minute time limit for public comment. Seven community members spoke in opposition to the potential battery energy

storage system. Two of those community members also spoke about areas zoned as Industrial District.

Chair A. Smith closed public comment.

**OTHER UPDATES AND BUSINESS**

Chair A. Smith asked if there were any additional updates. There were none.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:26 p.m.

Minutes Prepared: April 13, 2026

Minutes Approved:

April 14, 2026

**Mtg Date:** April 23, 2026

**To:** Oshtemo Township Planning Commission

**From:** Colten Hutson, Zoning Administrator

**Applicant:** Tyler Kindle, Jones and Henry Engineers

**Owner:** City of Kalamazoo

**Property:** 410 North 9<sup>th</sup> Street, Parcel Number 05-14-380-001

**Zoning:** R-2: Residence District

**Request:** Site plan and special use approval to construct a 344 square foot addition onto the existing water regulator station building.

**Section(s):** Section 64: Site Plan Review  
 Section 65: Special Uses

**PROJECT SUMMARY:**

The City of Kalamazoo is requesting site plan and special use approval to construct a 344 square foot addition onto the existing water regulator station building located at 410 North 9<sup>th</sup> Street. The site is located on a ¼-acre parcel on the east side of North 9<sup>th</sup> Street between West Main Street and West KL Avenue. The site under consideration is outlined in light blue on the map to the right.



**ANALYSIS:**

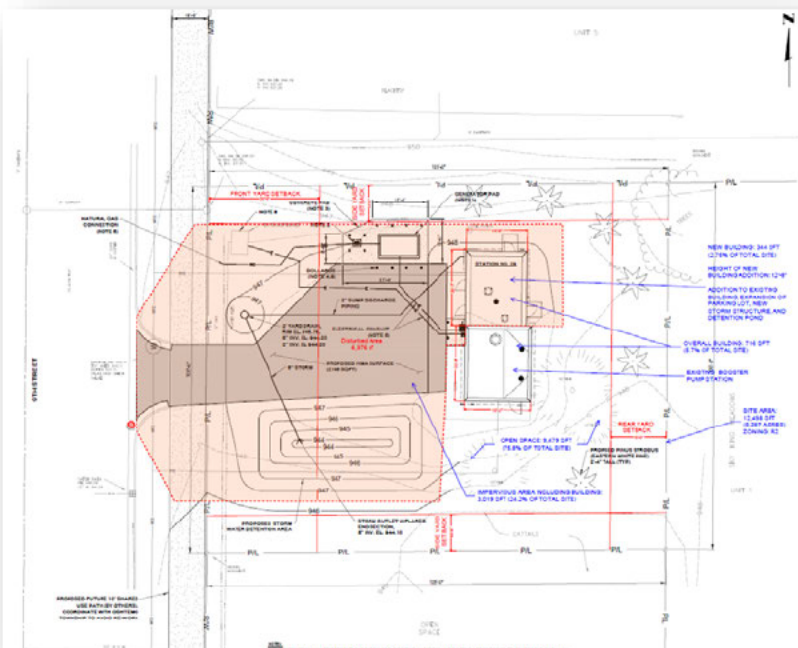
The subject project site falls within the R-2: Residence District zoning designation. Buildings and regulator stations for essential services are considered a special use within the R-2: Residence District. All special uses require review and approval by the Planning Commission. When reviewing this request, two sets of criteria must be considered: 1) the site plan review criteria in Section 64, and 2) the general special use review criteria in Section 65.30. An analysis of the proposal against these two code sections follows.

## SECTION 64: SITE PLAN REVIEW

### General Zoning Compliance:

**Zoning:** 410 North 9<sup>th</sup> Street is zoned R-2: Residence District. The subject property abuts vacant land to the south, Walmart to the west, a single-family home to the east, and an office use to the north. Zoning wise, C: Local Business District is adjacent to the north, R-2: Residence District is adjacent to the east and south, and C: Local Business District as well as R-2: Residence District are adjacent to the west of the subject property.

The proposed use is a special use in this zoning district. All general zoning requirements have been met. A snapshot of the proposed site plan is provided to the right.



### Access and Circulation

**Access:** The driveway will not be changing. Existing conditions satisfy Zoning Ordinance requirements.

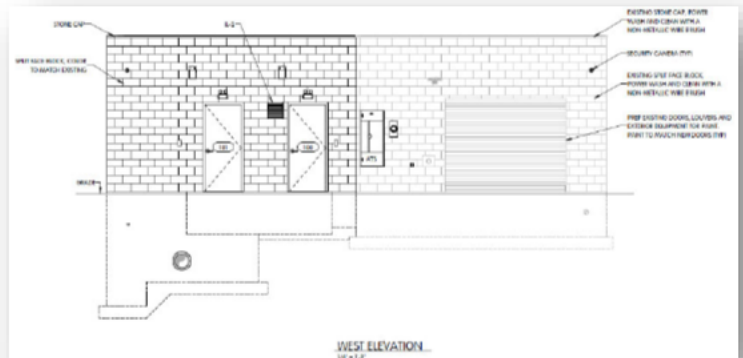
**Parking:** Parking spaces are not proposed on the site plan. This is mainly attributed to the site operating as an essential service. The subject site is unmanned and experiences limited activity. The only activity on site is for maintenance purposes resulting in minimal traffic and no need for formal parking and aisle definition. Therefore, typical parking requirements are not applicable.

**Easements:** All existing and proposed easements have been illustrated on the site plan.

**Shared Use Path:** The Township's Non-motorized Action Plan identifies a shared use path adjacent to the subject site on the east side of North 9<sup>th</sup> Street. A 10-foot wide HMA path is shown on the site plan. Construction timing will need to be coordinated with the Township's planned project to complete the segment of path between Seeco Drive and Mickey's Trail.

### Building Design

**Building Information:** A 344 square foot expansion is proposed on the north side of the existing 372 square foot building. The one-story building will be about 12 feet 8 inches in height. The exterior materials for the proposed building addition will consist of beige split face block, matching what is existing. A snapshot of the west building elevation can be found on the image to the right.



**Lot Dimensions:** The property is about a ¼-acre in size with approximately 100 feet of road frontage. The property fails to meet the minimum frontage and area requirements for unplatted parcels located within the R-2: Residence District per Section 50.10.A of the Zoning Ordinance. However, Section 50.10.F of the Zoning Ordinance states that “*Frontage, width, and area requirements in Section 50.10.A shall not apply to any parcel, lot or building site with buildings or regulator stations for essential services*”. Given that an essential service occupies the property, the minimum frontage, width, and area requirements are therefore waived.

**Setbacks:** Per Section 50.60.B.4 of the Zoning Ordinance, the minimum front yard setback for buildings and regulator stations for essential services is 25 feet, minimum side yard setback is 10 feet, and minimum rear yard setback is 15 feet. All minimum setback requirements have been met for the proposed building addition.

**Fencing:** No fencing is proposed. This portion of the review is not applicable.

**Lighting:** Four new wall lights are proposed to be mounted on the building addition. A photometric plan satisfying Zoning Ordinance requirements was provided. Updated cut sheets showing that the wall mounted lights will be cut-off fixtures will need to be submitted to the Planning Department for confirmation.

**Signs:** No signs are proposed. This portion of the review is not applicable.

### Landscaping

Six pine trees are proposed to be removed to accommodate space for the various site improvements and will be replaced with six evergreens, maintaining screening between properties. The proposed landscaping plan satisfies ordinance requirements for essential services.

### Engineering

Oshtemo Public Works has reviewed the proposal and overall are satisfied with the site design. The plans, however, do not show riprap or other energy dissipation at the basin outlet/end treatment; without outlet protection, erosion may occur. Oshtemo Public Works recommends providing outlet protection to mitigate potential erosion.

### Fire Department

The Fire Marshal has reviewed the site plan and is satisfied with the proposal.

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.**

The Future Place Types Map detailed in the 2045 Oshtemo Comprehensive Plan identifies this area of North 9<sup>th</sup> Street as *Neighborhood Residential*. *Neighborhood Residential* areas are comprised of green, walkable urban and suburban residential developments that foster social interaction and accommodate a variety of housing types to promote wellbeing and meet the wide-ranging needs of households. Easy access to parks, schools, and essential services are also other key components for this Future Place Type.

This property is currently zoned R-2: Residence District. Buildings and regulator stations for essential services are permissible with special use approval from the Planning Commission. From a Zoning Ordinance perspective, the water regulator station use would be compatible with the surrounding character and is consistent with the Township's Zoning Ordinance.

**B. Site Plan Review: The Site Plan Review Criteria of Section 64**

A site plan has been provided. See evaluation under Section 64: Site Plan Review.

**C. 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.**

A water regulator station operated by the City of Kalamazoo already exists on site. The use is an essential service. The existing building line along the east elevation will be maintained as the addition will not be extending any closer to the neighboring home to the east. With the water regulation station continuing to operate in the same manner with minimal site changes proposed, and being in accordance with the Zoning Ordinance, staff has no concerns that the proposed use will negatively affect neighboring uses.

**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.**

Staff does not foresee a significant impact of the proposed use on neighboring properties. Nothing to the site layout is changing other than the footprint of the building increasing and improvements to site stormwater and pavement. The proposed site plan meets the minimum setback requirements. Adequate screening is provided.

**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.**

A water regulator station has occupied the site for a long time. Adding a small 344 square foot building addition and a stormwater retention area are minor site changes. The amount of traffic will be minimal and will be consistent with what the subject site has produced in the past. A generator is proposed on the north end of the site abutting a commercial land use

and will only be used in emergency situations. Staff does not anticipate that the proposed project will generate any negative impacts on adjacent properties.

**D. 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.**

The property is devoid of natural features. Six pine trees will be removed to accommodate the building addition, stormwater basin, generator, and pavement. The trees will be replaced with six evergreens, maintaining screening between properties.

**E. 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.**

Municipal water and sewer are available along North 9<sup>th</sup> Street. North 9<sup>th</sup> Street is classified as a primary road. Adequate public infrastructure is in place to support the proposed special use.

**F. Specific Use Requirements: The Special Use development requirements of Article 49.**

No specific use requirements exist for buildings and regulator stations for essential services. Therefore, this section does not apply.

**RECOMMENDATION:**

Planning Department staff recommend that the Planning Commission grant special use and site plan approval for a 344 square foot addition onto the existing water regulator station building for the City of Kalamazoo with the following conditions.

- 1) A soil erosion and sedimentation control permit from the Kalamazoo County Drain Commissioner's Office must be obtained prior to building permit issuance, if applicable.
- 2) Update site plan to show rip rap around stormwater basin outlet to mitigate potential erosion.
- 3) Update cut sheets to show that the wall mounted lights will be cut-off fixtures.

Attachments: Application, Narrative, Site Plan, and Elevation Drawings

## PLANNING & ZONING APPLICATION

### 1. Instructions & Fee Information

- Complete this application providing the requested supplemental documentation described herein, including the fee, and submit to the Planning Department for review. Incomplete applications will not be accepted.

### 2. Applicant Information

Name: Tyler Kindle, PE		
Mailing Address: 4791 Campus Drive	City, State: Kalamazoo, MI	Zip Code: 49008
Email: [REDACTED]	Phone: 2693539650	

### 3. Property Owner Information

Name: City of Kalamazoo		
Mailing Address: 415 E. Stockbridge	City, State: Kalamazoo, MI	Zip Code: 49001
Email: [REDACTED]	Phone: 269-337-8055	

### 4. Project Information

Project Name: City of Kalamazoo - Water Station No. 29 Improvements		
Project Address: 410 N. 9th Street	Parcel Number: 3905-05-14-380-001	
Email: [REDACTED]		
Property Legal Description (use attachments if necessary):  The East 125 feet of the West 191 feet of the North 100 feet of the SE 1/4 of the SW 1/4 of Section 14, T2S, R12W, Oshtemo Township, Kalamazoo County, Michigan.		
Current Zoning: R2 - Residence District	Current Use: Utility	Area of Property: 0.287 acres
Type of Request (check all that apply):		
<input checked="" type="checkbox"/> Site Plan Review (type, if applicable): <input type="checkbox"/> Rezoning <input type="checkbox"/> Text Interpretation		
<input type="checkbox"/> Pre-Application <input type="checkbox"/> Zoning Variance <input type="checkbox"/> Accessory Building/Dwelling Unit		
<input type="checkbox"/> Administrative <input type="checkbox"/> Special Exception Use <input type="checkbox"/> Other: _____		
<input type="checkbox"/> Plat/Site Condo <input type="checkbox"/> Clear Cutting		
Statement of Intent: Briefly describe your request (use attachments, if necessary). See attached Cover Letter.		

## 5. Required Documents for Site Plan Review

Required Documents for Site Plan Review (complete and attach to this application):

- Environmental Permits Checklist
- Hazardous Substance Reporting Form
- Site Plan, if applicable
- Access predetermination form RCKC or MDOT, if applicable

## 6. Signatures

**Names & addresses of all other persons, corporations, or firms having a legal or equitable interest in the property:**

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Names(s)

Address(es)

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Names(s)


Address(es)

I (we) the undersigned certify that the information contained on this application form and the required documents attached hereto are to the best of my (our) knowledge, true and accurate.

I (we) acknowledge that we have received the Township's Disclaimer regarding Sewer and Water Infrastructure.

I (we) understand the incomplete applications will not be accepted. If the application is found to be incomplete after submission, formal review and approval may be delayed. Significant revisions to an application or its attachments may result in requiring the submission of additional fees and/or additional escrow.

By submitting this Planning & Zoning Application, I (we) grant permission for Oshtemo Township officials and agents to enter the subject property of the application as part of completing the reviews necessary to process the application.

 03/02/2026  
\_\_\_\_\_  
Applicant Signature                      Date

 03/02/2026  
\_\_\_\_\_  
Property Owner Signature              Date

February 26, 2026

Oshtemo Township  
Planning Department  
7275 W. Main Street  
Kalamazoo, MI 49009

Subject: Oshtemo Township  
Water System Station No. 29 Improvements  
017-8161.001

To Colten Hutson,

Please find attached to this permit application the Plans and Specifications for the **Water System Station No. 29 Improvements** project for the City of Kalamazoo. This project consists of a new gaseous chlorine injection system to replace the existing chlorine tablet system at the City's existing potable water booster station located at 410 N. 9<sup>th</sup> Street. The improvements include a new dedicated chlorine room addition to the existing building, driveway improvements, electrical upgrades, and stormwater improvements.

The use of chlorine gas is generally considered superior to tablets primarily due to its lower cost and higher concentration. The use of gas will allow for more accurate and immediate control over dosing, which is essential for maintaining optimal chlorine levels in the water distribution system and responding to real-time water chemistry needs. The new injection system will have (2) 150-lb chlorine gas cylinders in use and (2) 150-lb chlorine gas cylinders in storage.


The station will be equipped with a new natural gas generator for emergency backup power.

The contractor will submit the ROW permit to the Kalamazoo County Road Commission and a SESC permit to the Kalamazoo County Drain Commission. The Permit Application For Community Water Supply Systems required by the Michigan Department of Environment, Great Lakes, and Energy is in the process of seeking approval.

Please let me know if you have any questions regarding this project or require any further information for your review.

Sincerely,

JONES & HENRY ENGINEERS, LTD.



Tyler Kindle, P.E.  
Chief Project Manager

ENCL: Planning and Zoning Application for Site Plan Review, Site Plans, Specifications, Filing fee, Site Plan Review Checklist, Environmental Permits Checklist, Stormwater Calculations, and the Hazardous Substance Reporting form.

CC: Anna Crandall, PE – City of Kalamazoo



KALAMAZOO, MI



# CITY OF KALAMAZOO, MICHIGAN

# WATER SYSTEM STATION NO. 29 IMPROVEMENTS



2026



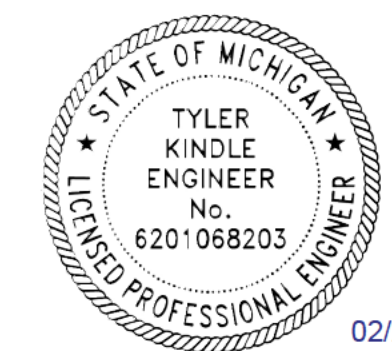
## ADMINISTRATION

MALCOLM A. HANKINS - CITY MANAGER  
 JAMES BAKER, PE - PUBLIC SERVICES DIRECTOR  
 ANNA CRANDALL, PE - ASSISTANT CITY ENGINEER - WATER RESOURCES DIVISION



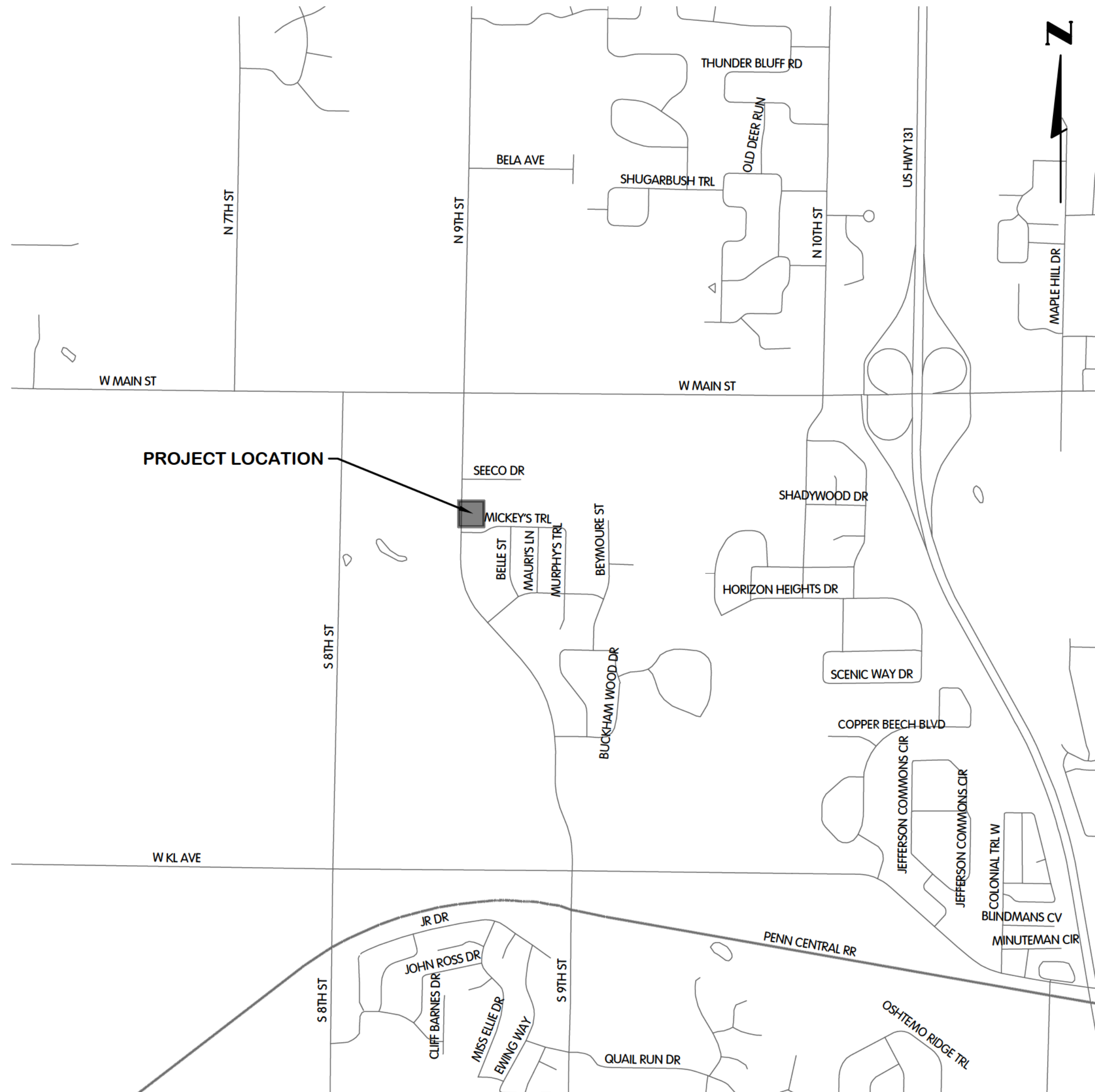
## MEMBERS OF COMMISSION

DAVID ANDERSON - MAYOR  
 DREW DUNCAN - VICE MAYOR  
 CHRIS PRAEDEL  
 JAE SLABY  
 JEANNE HESS  
 STEPHANIE HOFFMAN  
 ALONZO WILSON

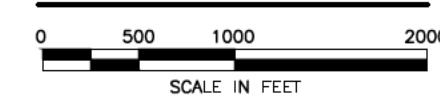


02/26/2026

*Tyler Kindle*



LOCATION MAP



ENGINEER:  
**JONES & HENRY ENGINEERS, LTD.**  
 4791 CAMPUS DRIVE  
 KALAMAZOO, MICHIGAN 49008

OWNER:  
**CITY OF KALAMAZOO**  
 415 E. STOCKBRIDGE AVENUE  
 KALAMAZOO, MICHIGAN 49001



Jones & Henry  
 Engineers, Ltd.



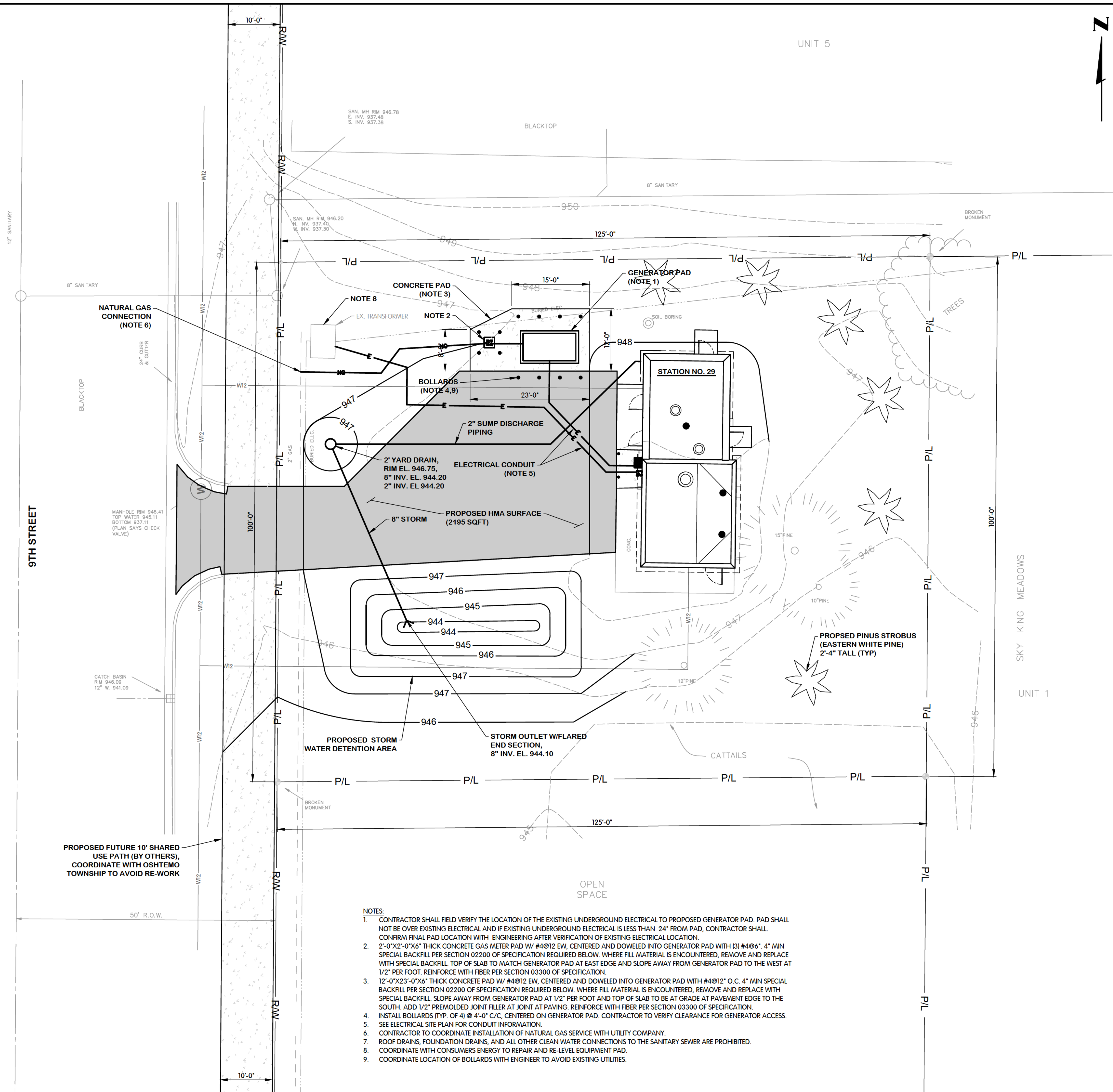
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JOB NO. 17-8161.001

STATUS: PERMIT SET

DATE: OCTOBER 2025

Last Revised: 4-15-26



- NOTES:
- CONTRACTOR SHALL FIELD VERIFY THE LOCATION OF THE EXISTING UNDERGROUND ELECTRICAL TO PROPOSED GENERATOR PAD. PAD SHALL NOT BE OVER EXISTING ELECTRICAL AND IF EXISTING UNDERGROUND ELECTRICAL IS LESS THAN 24" FROM PAD, CONTRACTOR SHALL CONFIRM FINAL PAD LOCATION WITH ENGINEERING AFTER VERIFICATION OF EXISTING ELECTRICAL LOCATION.
  - 2'-0"X2'-0"X6" THICK CONCRETE GAS METER PAD W/ #4@12 EW, CENTERED AND DOWELED INTO GENERATOR PAD WITH (3) #4@6". 4" MIN SPECIAL BACKFILL PER SECTION 02200 OF SPECIFICATION REQUIRED BELOW. WHERE FILL MATERIAL IS ENCOUNTERED, REMOVE AND REPLACE WITH SPECIAL BACKFILL. TOP OF SLAB TO MATCH GENERATOR PAD AT EAST EDGE AND SLOPE AWAY FROM GENERATOR PAD TO THE WEST AT 1/2" PER FOOT. REINFORCE WITH FIBER PER SECTION 03300 OF SPECIFICATION.
  - 12'-0"X23'-0"X6" THICK CONCRETE PAD W/ #4@12 EW, CENTERED AND DOWELED INTO GENERATOR PAD WITH #4@12" O.C. 4" MIN SPECIAL BACKFILL PER SECTION 02200 OF SPECIFICATION REQUIRED BELOW. WHERE FILL MATERIAL IS ENCOUNTERED, REMOVE AND REPLACE WITH SPECIAL BACKFILL. SLOPE AWAY FROM GENERATOR PAD AT 1/2" PER FOOT AND TOP OF SLAB TO BE AT GRADE AT PAVEMENT EDGE TO THE SOUTH. ADD 1/2" PREMOLDED JOINT FILLER AT JOINT AT PAVING. REINFORCE WITH FIBER PER SECTION 03300 OF SPECIFICATION.
  - INSTALL BOLLARDS (TYP. OF 4) @ 4'-0" C/C, CENTERED ON GENERATOR PAD. CONTRACTOR TO VERIFY CLEARANCE FOR GENERATOR ACCESS.
  - SEE ELECTRICAL SITE PLAN FOR CONDUIT INFORMATION.
  - CONTRACTOR TO COORDINATE INSTALLATION OF NATURAL GAS SERVICE WITH UTILITY COMPANY.
  - ROOF DRAINS, FOUNDATION DRAINS, AND ALL OTHER CLEAN WATER CONNECTIONS TO THE SANITARY SEWER ARE PROHIBITED.
  - COORDINATE WITH CONSUMERS ENERGY TO REPAIR AND RE-LEVEL EQUIPMENT PAD.
  - COORDINATE LOCATION OF BOLLARDS WITH ENGINEER TO AVOID EXISTING UTILITIES.

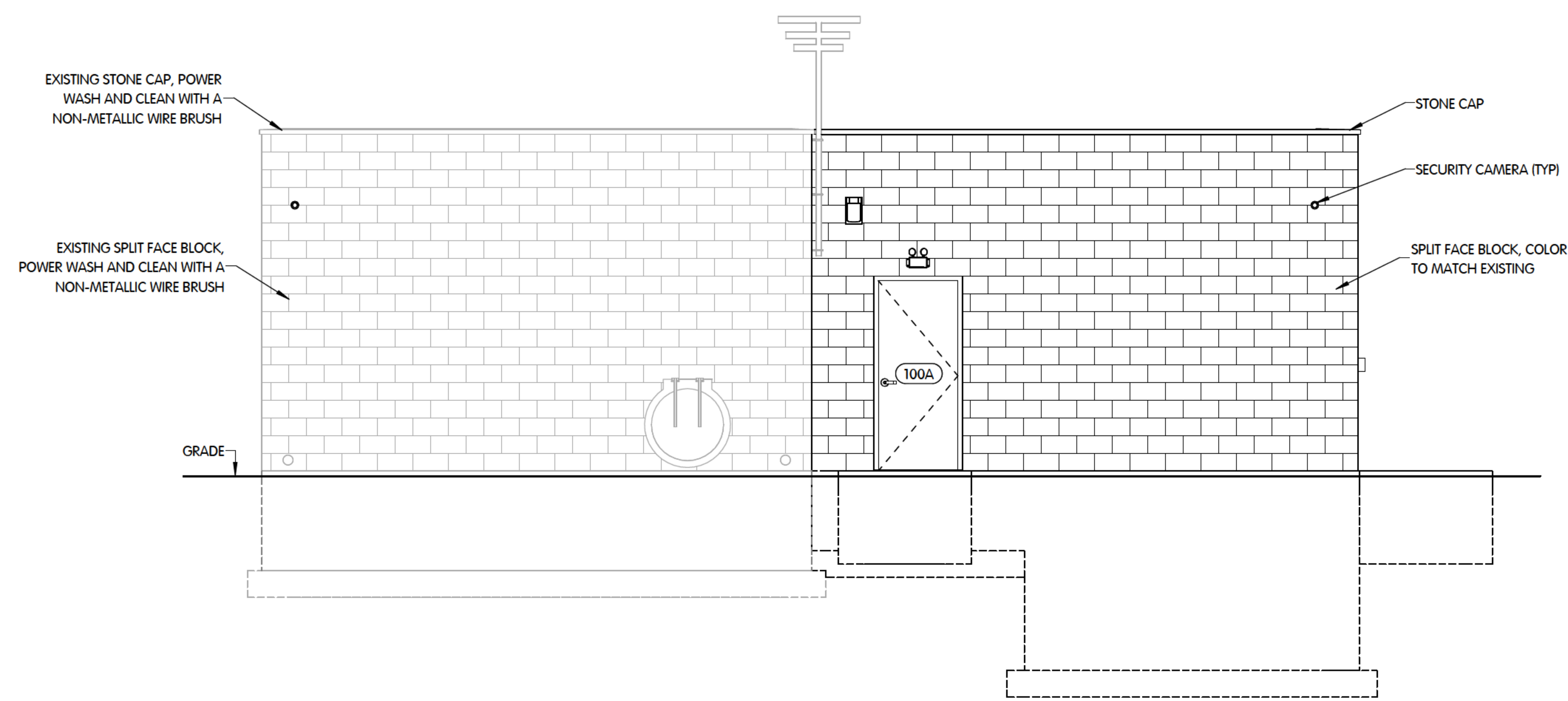


CIVIL  
 SITE AND YARD PIPING PLAN  
 CITY OF KALAMAZOO, MICHIGAN  
 WATER SYSTEM STATION NO. 29 IMPROVEMENTS

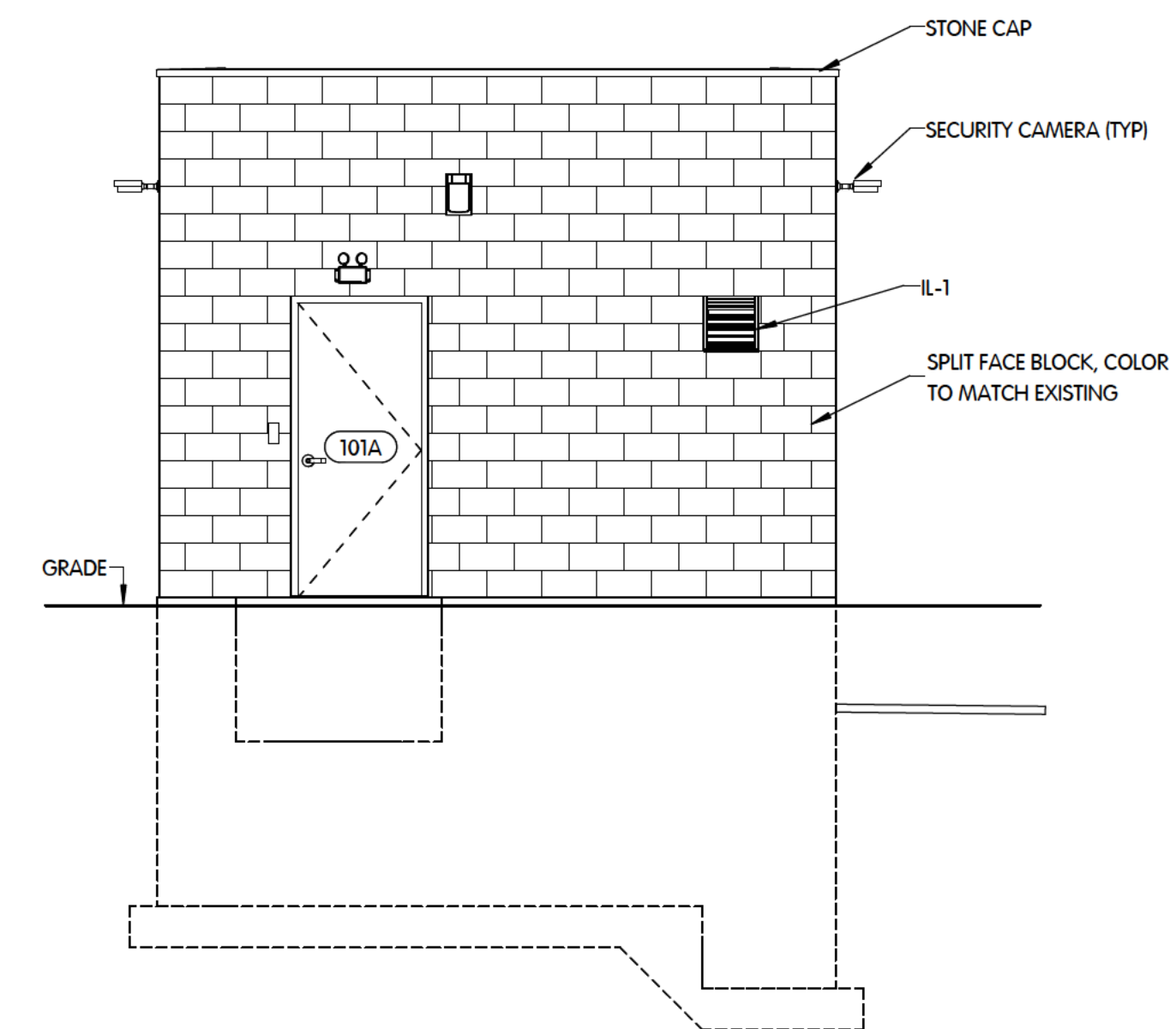
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 DRAWN BY: C.JAF  
 CHECKED BY: [Blank]  
 STATUS: ISSUED FOR BID  
 DATE: APRIL 2026  
 SHEET NO.: C-100.1  
 8 OF 45  
 Last Revised: 4-15-26

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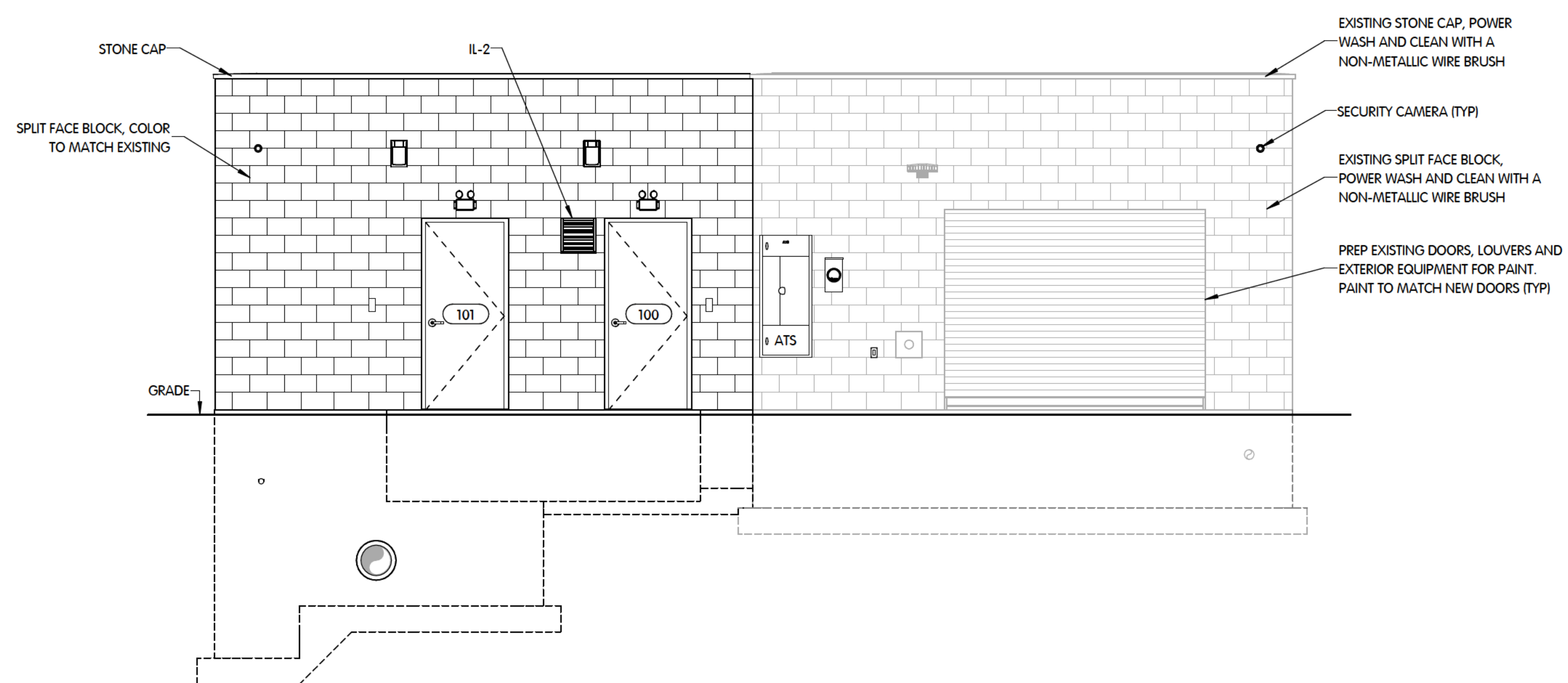
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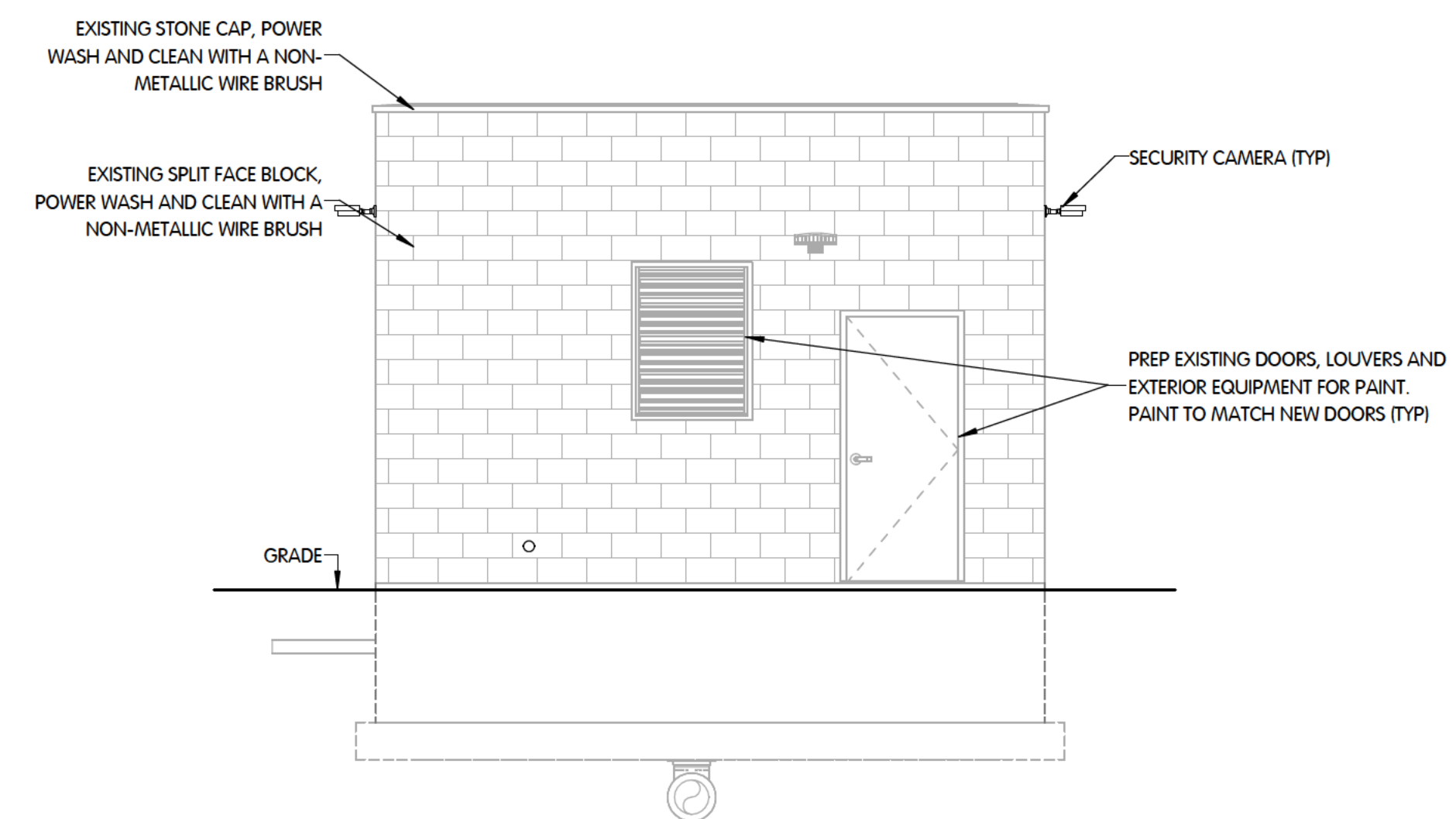
**EAST ELEVATION**  
1/4" = 1'-0"



**NORTH ELEVATION**  
1/4" = 1'-0"



**WEST ELEVATION**  
1/4" = 1'-0"



**SOUTH ELEVATION**  
1/4" = 1'-0"

**STATION No.29  
ARCHITECTURAL  
ELEVATIONS**

CITY OF KALAMAZOO, MICHIGAN  
WATER SYSTEM STA. NO. 29 IMPROVEMENTS

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JOB NO.: 17-8161.001

SCALE: 1/4" = 1'-0"

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STATUS: PERMIT SET

DATE: AUGUST 2025

SHEET NO.

**A-1.2**

13 OF 45

Last Revised: 4-15-26

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April 14, 2026

**Mtg Date:** April 23, 2026

**To:** Oshtemo Township Planning Commission

**From:** Colten Hutson, Zoning Administrator

**Applicant:** Phi Nguyen

**Owner:** PDN Properties, LLC

**Property:** 5516 West N Avenue, Parcel Number 05-36-380-120  
 5500 blk West N Avenue, Parcel Number 05-36-380-110

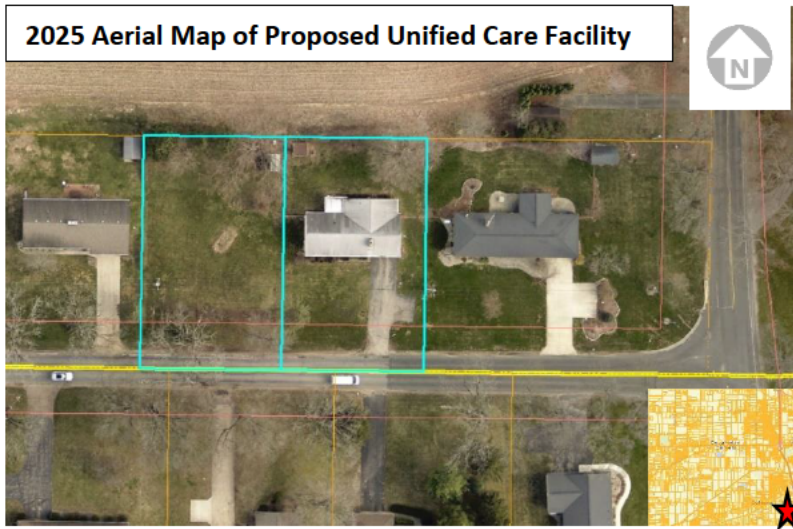
**Zoning:** R-2: Residence District

**Request:** Special use approval to establish a Unified Care Facility consisting of two Adult Foster Care Small Group Homes

**Section(s):** Section 65: Special Uses  
 Section 49.140: Larger Facilities for Child and Adult Foster Care

**PROJECT SUMMARY:**

The applicant, Phi Nguyen, is requesting special use approval to establish a Unified Care Facility consisting of two Adult Foster Care Small Group Homes on adjoining properties located in the 5500 block of West N Avenue. One Adult Foster Care Small Group Home is proposed to be established within the existing 1,336 square foot home located at 5516 West N Avenue. A new 4,875 square foot building is proposed to be constructed on the neighboring vacant lot to serve as a second Adult Foster Care Small Group Home. The applicant also owns Tender Living Home in Kalamazoo which is an adult foster care home for up to six individuals with a focus on the aged and/or handicapped persons.



A Unified Care Facility is defined in the Zoning Ordinance as a combination of two or more State licensed adult or child care facilities on the same or adjacent properties operating under a single organization or through a joint operating agreement. Since the applicant is proposing to establish two State licensed facilities for Adult Foster Care operating under common ownership on adjoining properties, the definition of Unified Care Facility applies. The Zoning Ordinance was amended in 2025 as a community need was identified for these types of larger facilities to be developed as a campus style operation. Operating more

than one facility under common ownership allows for flexibility within the State’s separation requirements between similar facilities.

The new building is proposed to house up to 12 adults while the existing building is proposed to house up to six adults. The applicant indicated that there will be up to two caretakers during the day and one caretaker at night for the larger facility and one caretaker during the day and one caretaker at night in the other. The subject properties are located on the north side of West N Avenue, between South 9<sup>th</sup> Street and South 11<sup>th</sup> Street. The land encompassing the proposed Unified Care Facility is outlined in blue on the aerial image.

**ANALYSIS:**

The properties are zoned R-2: Residence District. Unified Care Facilities are identified as a special use within this zoning district. All special uses require review and approval by the Planning Commission. When reviewing this request, two sets of criteria must be considered: 1) the general special use review criteria in Section 65.30, and 2) the specific requirements tied to the special use outlined in Section 49.140. An analysis of the proposal against these two code sections follows.

**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.** The Future Place Types Map detailed in the 2045 Oshtemo Comprehensive Plan identifies this area of West N Avenue as *Innovation and Industry*. *Innovation and Industry* areas are designed to accommodate a wide range of land uses, including professional offices and corporate campuses, education and research, healthcare organizations, moderate-scale industrial facilities, etc. It is also intended to help create employment opportunities in the community. These areas are also to be accompanied by public water and sewer and primary roads for truck routes, which this segment of West N Avenue has.

This property is currently zoned R-2: Residence District. Unified Care Facilities consisting of Adult Foster Care Small Group Homes are permissible with special use approval from the Planning Commission. From a Zoning Ordinance perspective, the Adult Foster Care use on the two properties would be compatible with surrounding residential character and is consistent with the Township’s Zoning Ordinance.

- B. Site Plan Review: The Site Plan Review Criteria of Section 64**

An engineered site plan is not required for a special use request of this nature. However, the applicant provided a floor plan illustrating the interior of the proposed 4,875 square foot building and a site plan showing the



general layout of buildings, driveways, parking, etc.; both plans are attached to this report. Minimum setbacks are satisfied and sufficient parking is proposed for caretakers.

**C. 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 proposed use of a Unified Care Facility is permitted as a special use within the R-2: Residence District. An Adult Foster Care Small Group Home with up to six residents is moderately compatible with the surrounding single-family homes in the area given that the special use will be established within an existing home. The architectural features of the existing building will remain unchanged.

The new building is proposed to be one story with an overall height of 26 feet. The structure will include a covered front porch and dormer elements, resembling a residence with respect to its architectural features.

However, most of the homes in the immediate area are one story with a substantially smaller floor area as compared to the proposed 4,875 square foot Adult Foster Care Small Group Home. In reviewing Assessing records for neighboring homes within the general vicinity in both Oshtemo Township and Texas Township, the home with the greatest floor area is 2,132 square feet, while the home with the smallest floor area is 1,204 square feet, resulting in an average home size of 1,668 square feet.

With the proposed new building having a floor area 2,743 square feet greater than the next largest home in the area, the Planning Commission will need to determine if a 4,875 square foot Adult Foster Care Small Group Home is compatible and appropriate with the character and uses of adjacent properties. Uses of this nature often have a van or a small bus parked on the premises for outings. It is unknown whether the applicant is offering a similar mode of transportation; however, if so, staff encourage the Planning Commission to also determine if such transportation accommodations being parked on site would be harmonious with the existing character of adjacent properties.

- 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.**

For the existing home, no additions or expansions are proposed.

The proposed building will be setback from West N Avenue so as to maintain the building line established by the existing homes in the area. The new building is also proposed to be 75 feet in width, consistent with the width of the front elevation of neighboring homes including attached garages.

Satisfactory parking per Section 49.140 of the Zoning Ordinance is provided. Two designated parking spaces are proposed for the existing home. Six designated parking spaces are proposed for the larger home. All outdoor social areas are proposed to be enclosed with four-

to six-foot-tall vinyl fencing. Evergreens and shrubbery are proposed in addition to retaining existing landscaping outside of any improvement areas.

Site element wise, the proposed Unified Care Facility satisfies requirements.

**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 use is not anticipated to be detrimental, hazardous, or disturbing to existing or future adjacent uses with respects to noise, smoke, odors, glare, or visual clutter due to the low-impact nature as described by the applicant. The applicant highlights in his narrative that the parking demand is expected to remain consistent with that of a typical residence. Although each site will have satisfactory parking accommodations for the proposed caretakers, the narrative does not go into detail regarding *visitors*. The larger building will have six designated parking spaces, not including the driveway. The existing home will have two designated parking spaces, not including the driveway or attached garage.

The Planning Commission will need to make a finding if the traffic generated from visitors on behalf of the Unified Care Facility's 18 residents will be out of character for the area.

**D. 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.**

Other than improvements for the building, driveway, and parking, the applicant indicated that the existing vegetation on site will be preserved to the greatest extent possible. No additional clearing will be necessary on the property containing the existing home as the site will remain unchanged. Both properties are devoid of natural features. As such, staff do not find that the proposed Unified Care Facility consisting of two Adult Foster Care Small Group Homes will have a detrimental impact on the site's natural features.

**E. 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.**

Municipal water and sewer are available along West N Avenue. The Road Commission of Kalamazoo County classifies West N Avenue as a primary road. Per Section 49.140 of the Zoning Ordinance, Unified Care Facilities are required to be located along a County primary road and be connected to municipal water and sewer. Adequate public infrastructure is in place to support the proposed special use.

**F. Specific Use Requirements: The Special Use development requirements of Article 49.**

See evaluation under Section 49.140.

**SECTION 49.140: LARGER FACILITIES FOR CHILD AND ADULT FOSTER CARE**

**1. Shall not be located closer than 1,500 feet to any of the following unless operated as a Unified Care Facility or unless permitted by the Planning Commission upon a finding that such an action will not result in an excessive concentration of such facilities in a single neighborhood or in the Township overall:**

**a. Another licensed group childcare home or Child Caring Institution;**

A Unified Care Facility is proposed. Therefore, this requirement is not applicable.

**b. An adult foster care small group home or large group home;**

A Unified Care Facility is proposed. Therefore, this requirement is not applicable. However, for informational purposes, staff reviewed the Licensing and Regulatory Affairs (LARA) database of adult foster care homes licensed through the State of Michigan and found that there are a total of six Adult Foster Care Small Group Homes operating within Oshtemo Township. Services provided at each facility vary, including aged population, physically handicapped, developmentally disabled mentally, etc. The next closest Adult Foster Care Group Home within Oshtemo Township is approximately four miles away.

**c. A facility offering substance use disorder services to seven or more people;**

A Unified Care Facility is proposed. Therefore, this requirement is not applicable.

**d. Community correction center, Half-way house, or similar facility.**

A Unified Care Facility is proposed. Therefore, this requirement is not applicable.

**2. Outside play or social areas are appropriately fenced for the safety of the residents.**

All outdoor social areas are proposed to be enclosed with vinyl fencing. Requirement satisfied.

**3. The residential character of the property shall be preserved and maintained. Any building must be compatible in size, height, external design, landscaping, and surrounding open space as other residential buildings in the area.**

The applicant is proposing that the external design of the new building will be of similar material and color of those found on neighboring homes. The building will be setback the same distance and have an overall width similar to adjacent homes when the attached garage is considered. Additional landscaping is also proposed.

A covered patio is proposed in the rear of the building, offering residents an opportunity to enjoy outdoor space. The outdoor gathering area backs up to a field that is presently being farmed. The current open space complements the proposed Unified Care Facility as well as neighboring properties located on the north side of West N Avenue.

The average floor area of homes in the vicinity adjacent to West N Avenue is just under 1,700 square feet. The new building is proposed to exceed the average home size in the area by approximately 3,200 square feet. Additionally, the overall height of the new building is proposed

at 26 feet. The residential buildings in proximity to the site in question are ranch style homes with an overall height of around 12 to 15 feet.

The Planning Commission must make a finding whether the proposed 26-foot tall 4,875 square foot building is compatible with the residential buildings in the area.

**4. No signs are permitted.**

No signs are proposed. Requirement satisfied.

**5. One parking space, in accordance with Article 52, shall be provided for each non-resident employee working on site at any one time.**

Sufficient parking is proposed for the number of caretakers. Requirement satisfied.

**6. Adult Foster Care Congregate Facilities and Unified Care Facilities shall have frontage on and direct vehicle access to a public street classified as a primary or arterial road by the county or state road authorities. Vehicle access to local streets shall be limited to secondary access where necessary for health and safety purposes.**

The Unified Care Facility is proposed to have direct access onto West N Avenue, a primary road. A driveway permit will be required before a building permit is issued. Requirement satisfied.

**7. Adult Foster Care Congregate Facilities and Unified Care Facilities shall be connected to public sewer and water.**

Public water and sewer are available. The existing home is connected to public water and sewer. The new building will be required to connect prior to the issuance of a Certificate of Occupancy. Requirement satisfied.

**RECOMMENDATION:**

The Planning Commission may approve, approve with conditions, or deny the special use request.

Township staff recommend that the Planning Commission review the information provided in this report, the application and supplemental attachments, listen to the applicant's presentation, have an open dialogue with the applicant, consider public comment, if any, and then make a finding as to whether the proposed special use conforms to the standards and recommendations of the Oshtemo 2045 Comprehensive Plan, Special Use Review Criteria of Section 65.30, and the Requirements for Special Uses in Section 49.140.

If the Planning Commission finds that the special use request is supported, the following conditions are suggested by Township staff:

- 1) Documentation from the State of Michigan (Department of Licensing and Regulatory Affairs) approving the two Adult Foster Care Small Group Homes must be provided to the Township prior to building permit issuance.

- 2) A driveway permit from the Road Commission of Kalamazoo County must be obtained prior to building permit issuance for the new building.
- 3) A soil erosion and sedimentation control permit from the Kalamazoo County Drain Commissioner's Office must be obtained prior to any building permit issuance, if applicable.
- 4) Both buildings must be connected to public water and sewer.
- 5) Interior alterations to the existing home will require a building permit from the Building Department.
- 6) A landscaping plan meeting Article 53 of the Zoning Ordinance be submitted to the Planning Department for administrative review and approval.
- 7) No parking along West N Avenue is permitted at any time.

Attachments: Application, Narrative, Site Plan, Floor Plans, Elevation Renderings, Fence Plan, and 2025 Aerial Image



Planning Department  
 7275 W. Main Street  
 Kalamazoo, MI 49009  
 Phone: 269.216.5223  
 planning@oshtemo.org

## PLANNING & ZONING APPLICATION

### 1. Instructions & Fee Information

- Complete this application providing the requested supplemental documentation described herein, including the fee, and submit to the Planning Department for review. Incomplete applications will not be accepted.

### 2. Applicant Information

Name: Phi Nguyen		
Mailing Address: 3885 S 9th St 1	City, State: Oshtemo, MI	Zip Code: 49077
Email: [REDACTED]	Phone: 734-658-1192	

### 3. Property Owner Information

Name: PDN Properties LLC		
Mailing Address: 3885 S 9th St 1	City, State: Oshtemo, MI	Zip Code: 49077
Email: [REDACTED]	Phone: 734-658-1192	

### 4. Project Information

Project Name: Unified Care Facilities		
Project Address: Vacant Lot and 5516 W N Ave	Parcel Number: 05-36-380-110 (vacant) & 05-35-380-120	
Email: [REDACTED]		
Property Legal Description (use attachments if necessary):  <small>SEC 36-2-12 BEG AT PT ON S LI SEC 36 300 FT W OF S1/4 POST THEREOF TH WALG S0 S LI 100 FT TH N PAR TO N&amp;S1/4 LI S0 SEC 165 FT TH E PAR TO S LI S0 SEC 100 FT TH SPAR TO N&amp;S1/4 LI S0 SEC 165 FT TO PL OF BEG *H36-2-3A</small> <span style="float: right;"><small>SEC 36-2-12 BEG AT PT ON</small></span>		
Current Zoning: R2 residential	Current Use: residential and vacant lot	Area of Property:
Type of Request (check all that apply):		
<input type="checkbox"/> Site Plan Review (type, if applicable): <input type="checkbox"/> Pre-Application <input type="checkbox"/> Administrative <input type="checkbox"/> Plat/Site Condo	<input type="checkbox"/> Rezoning <input type="checkbox"/> Zoning Variance <input checked="" type="checkbox"/> Special Exception Use <input type="checkbox"/> Clear Cutting	<input type="checkbox"/> Text Interpretation <input type="checkbox"/> Accessory Building/Dwelling Unit <input type="checkbox"/> Other: _____
Statement of Intent: Briefly describe your request (use attachments, if necessary). Please see attachments		

## 5. Required Documents for Site Plan Review

Required Documents for Site Plan Review (complete and attach to this application):

- Environmental Permits Checklist
- Hazardous Substance Reporting Form
- Site Plan, if applicable
- Access predetermination form RCKC or MDOT, if applicable

## 6. Signatures

**Names & addresses of all other persons, corporations, or firms having a legal or equitable interest in the property:**

---

Names(s)

Address(es)

---

Names(s)


Address(es)

I (we) the undersigned certify that the information contained on this application form and the required documents attached hereto are to the best of my (our) knowledge, true and accurate.

I (we) acknowledge that we have received the Township's Disclaimer regarding Sewer and Water Infrastructure.

I (we) understand the incomplete applications will not be accepted. If the application is found to be incomplete after submission, formal review and approval may be delayed. Significant revisions to an application or its attachments may result in requiring the submission of additional fees and/or additional escrow.

By submitting this Planning & Zoning Application, I (we) grant permission for Oshtemo Township officials and agents to enter the subject property of the application as part of completing the reviews necessary to process the application.

  
\_\_\_\_\_  
Applicant Signature

3-10-2026  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Property Owner Signature

3-10-2026  
\_\_\_\_\_  
Date

March 10, 2026

Oshtemo Township Planning Commission  
7275 West Main Street  
Kalamazoo, MI 49009

RE: Letter of Intent – Special Use Approval  
Unified Care Facility – Adult Foster Care Small Group Homes  
Parcel Numbers: 05-36-380-110 and 5516 W N Avenue  
Kalamazoo, MI 49009

Dear Planning Commission Members,

I respectfully submit this Letter of Intent requesting Special Use Approval to establish a Unified Care Facility consisting of state-licensed Adult Foster Care (AFC) Small Group Homes on the above-referenced parcels located in the R-2 Residential zoning district.

The proposal involves two adjacent parcels under common ownership and operation.

The existing residence located at 5516 W N Avenue will remain unchanged, maintaining its current footprint and residential character. No expansion or additional impervious surface is proposed for this parcel.

On the adjacent vacant parcel, a new residential structure is proposed. The building will have an approximate footprint of 75 feet by 65 feet with an estimated building height of approximately 26 feet. The total building footprint will occupy approximately 29.7% of the parcel area, which remains below the 30% impervious surface limitation permitted within the R-2 zoning district.

The home has been intentionally designed to maintain the appearance and scale of a traditional single-family residence, consistent with the surrounding neighborhood. The width of the house is consistent with current neighboring houses. Architectural features include a covered front porch and dormer elements, reinforcing a residential character rather than an institutional appearance.

Parking is also designed to resemble typical residential patterns. Access will be provided via a single 20-foot-wide driveway from West N Avenue, with parking spaces located on both sides of the driveway near the residence. A total of four to six parking spaces provided.

Outdoor living areas are proposed in the rear yard in the form of a concrete patio. In full compliance with **Section 49.140(2) of the Oshtemo Township Zoning Ordinance**, all outdoor social areas will be enclosed with fencing. A continuous fence enclosure will be installed around the rear patio area. The fence will be residential in appearance, constructed of vinyl or similar materials, and approximately 4 to 6 feet in height, consistent with neighborhood character.

The home has been designed to preserve the existing vegetation on both parcels to the greatest extent possible. The majority of existing trees and landscaping will remain undisturbed. Limited clearing of brush and small vegetation may be necessary only in the immediate area required to construct the proposed driveway and access to the new residence. All other existing plantings and natural vegetation will be retained, helping maintain the established residential character of the property and surrounding neighborhood. The site plan also includes the addition of four medium-sized evergreen trees and decorative flowering plants around the house to enhance the landscaping while maintaining the natural character of the property.

Operationally, each AFC small group home will have one to two staff members on duty during daytime hours and one staff member overnight. The new house will care for up to 12 residents. The existing house will have 1 staff member during the daytime and 1 staff overnight while caring for up to 6 residents. Because of the limited staffing levels, parking demand is expected to remain consistent with that of a typical residential home.

The new house will be connected to public water and public sewer as any residential home would and it will not expect to exceed 1.25 inch supply line.

This project will also provide an opportunity for seniors and individuals with special needs who currently reside in Oshtemo Township to remain within their community as their care needs increase. By providing local residential care housing, families will have the ability to keep their loved ones close to home rather than relocating them to facilities in neighboring communities.

Thank you for your time and consideration for this special use permit of unified care facility in the R-2 Zone District. Please feel free to contact me if additional information or clarification is needed as I continue preparing the full application materials.

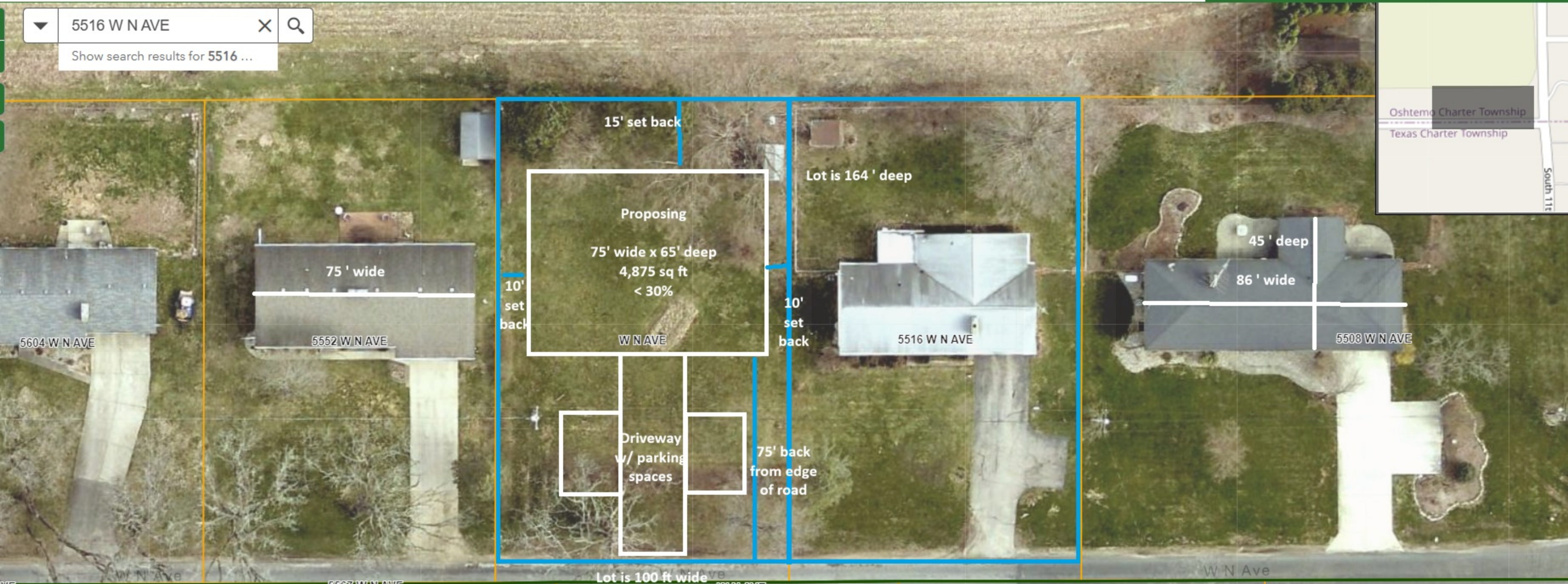
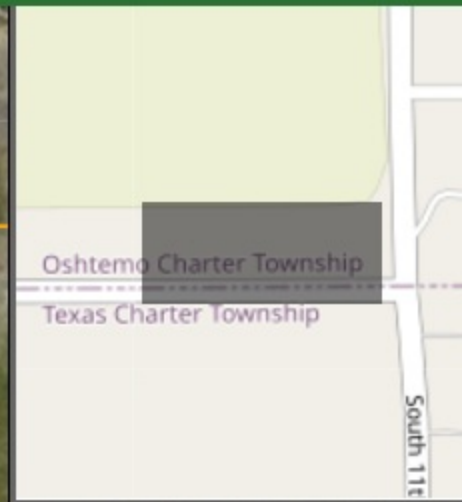
Sincerely,

**Phi Nguyen, PharmD**  
734-658-1192

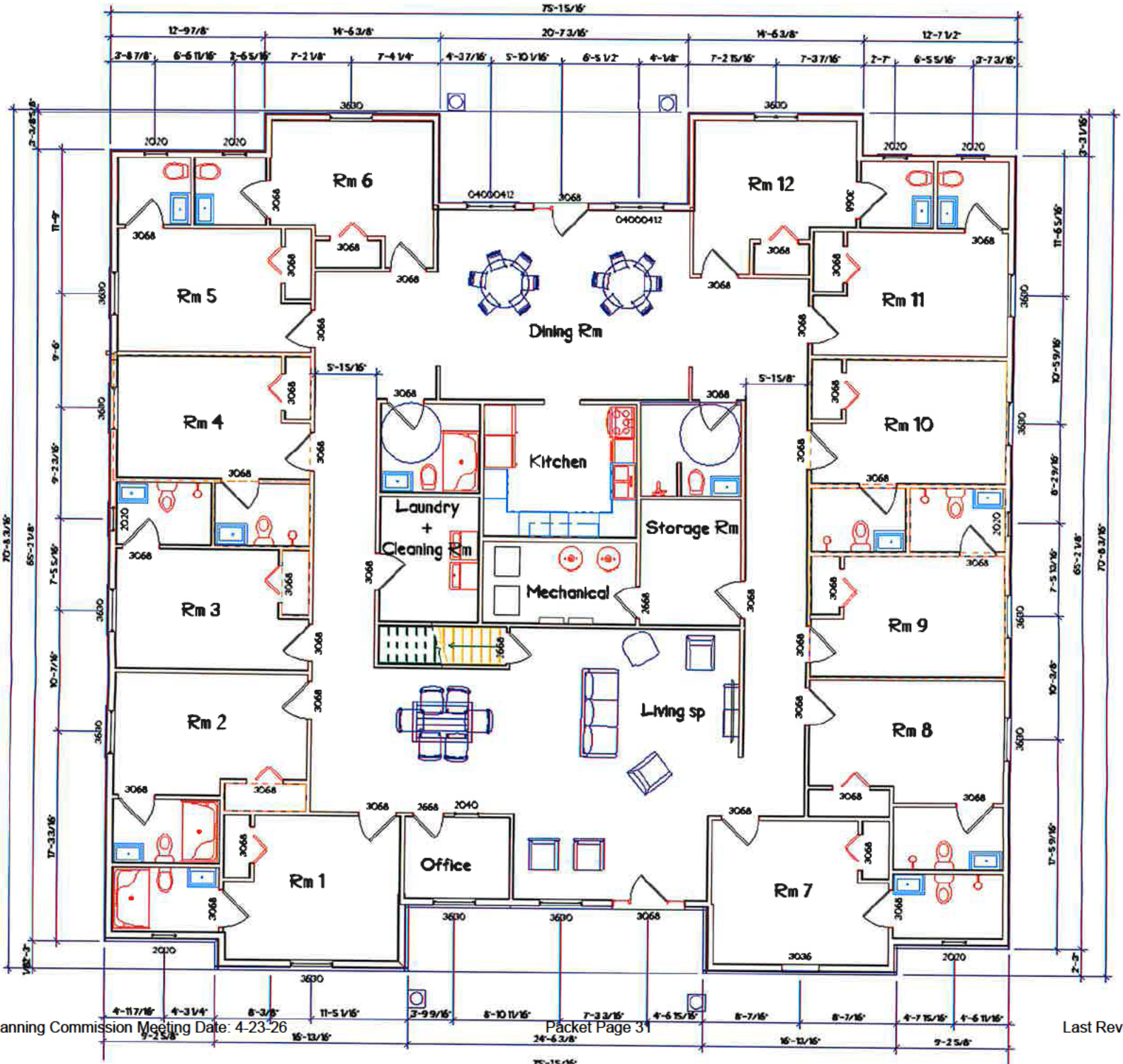


5516 W N AVE

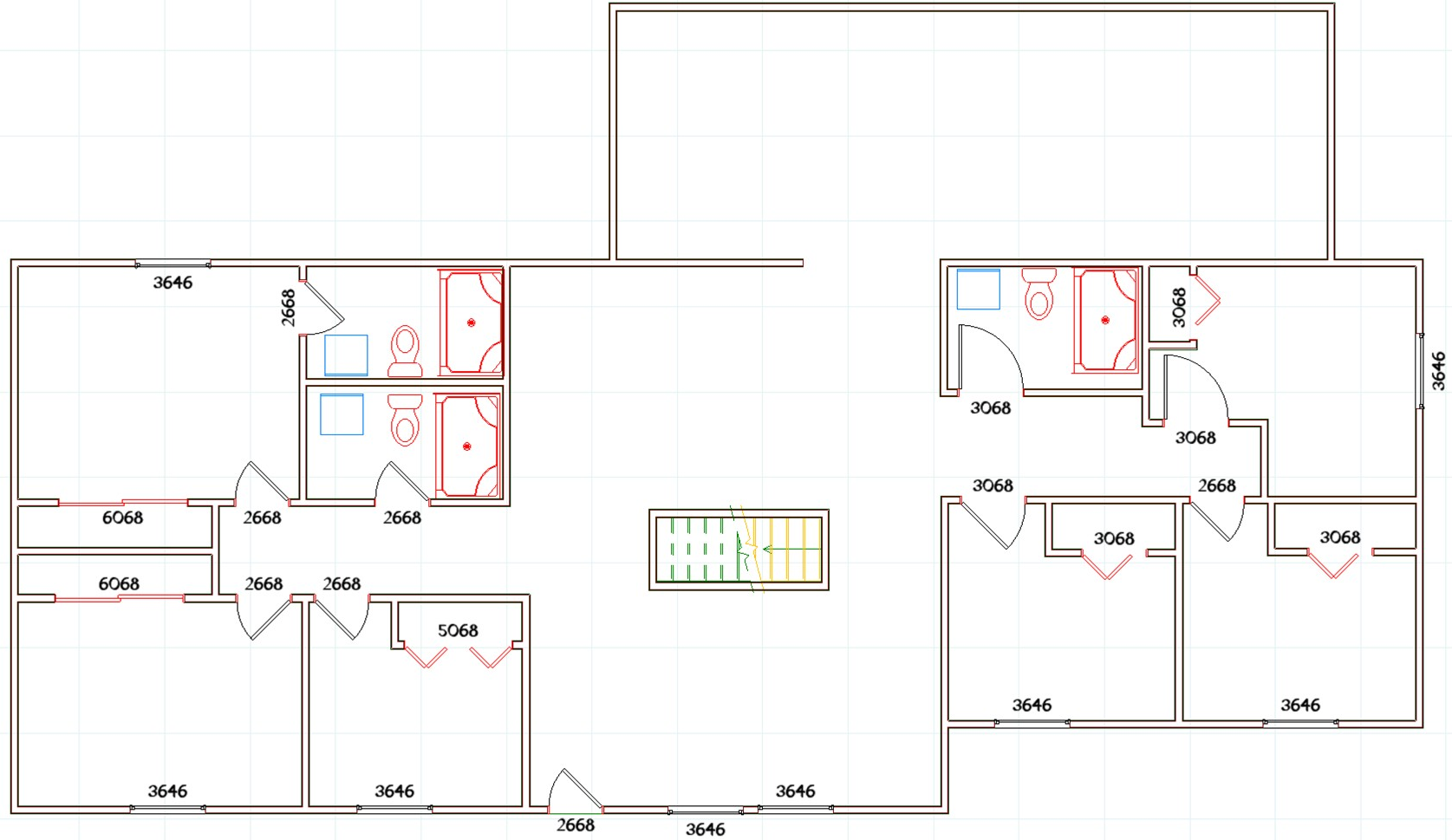
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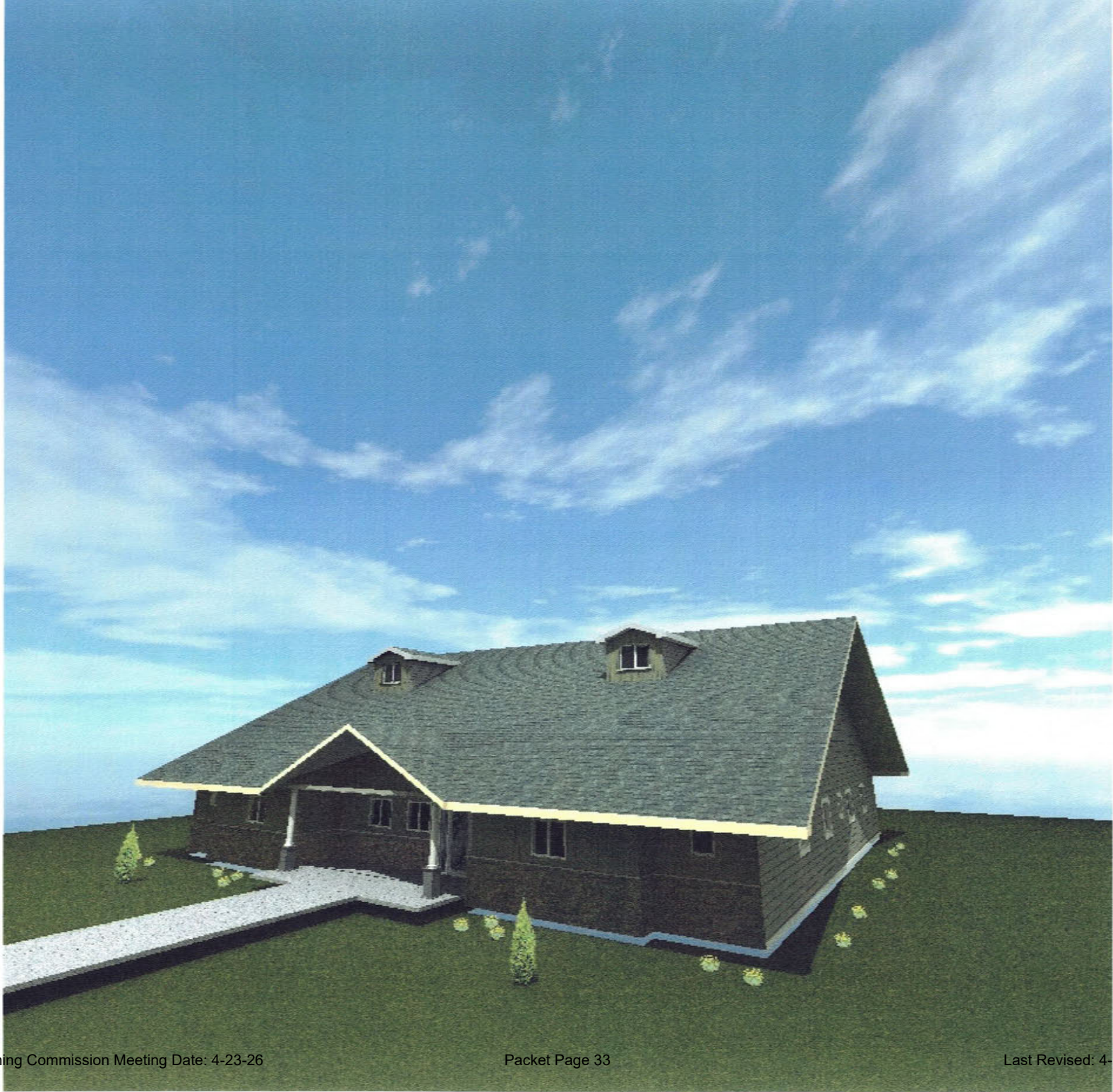


Floor Plan for New Building



# Floor Plan for 5516 West N Avenue

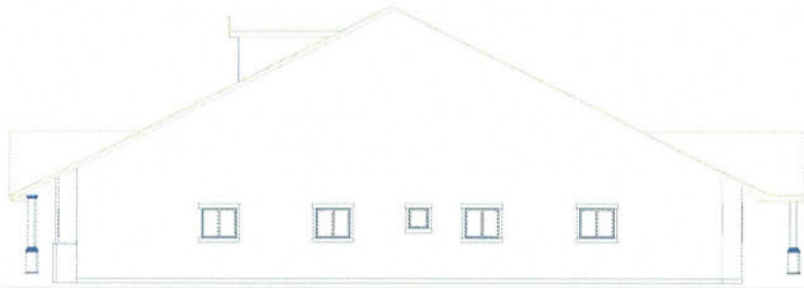




FRONT  
VIEW



Rear view





© 2025 Google

## Visual of 5516 West N Avenue

5516 W N AVE

Show search results for 5516 ...



Fencing proposal

15' rear set back

Proposing

75' wide x 65' deep  
4,875 sq ft

< 50% of lot size

Lot is 164 feet deep

45' deep

85' wide

10' set back

10' set back

Driveway w/ prk spaces

75' from edge of road

Lot has 100 ft Road Frontage



