



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, OCTOBER 10, 2024
6:00 P.M.**

AGENDA

1. Welcome and Call to Order
2. Pledge of Allegiance
3. Approval of Agenda
4. Public Comment on Non-Agenda Items
5. Approval of Minutes: September 12, 2024 Meeting
6. **Informational Site Plan Review: Kalamazoo Public Schools District Kitchen (6750 Chime Street)**
Representatives from Kalamazoo Public Schools to present site plan for a planned district-wide food service preparation and distribution facility.
7. **Extension of Site Plan Approval: Tournesol**
Planning Commission to consider request for a 12-month extension to the approval previously granted for the Tournesol Open Space and Site Condominium development on East N Avenue.
8. **Zoning Ordinance Text Amendments**
Planning Commission to review a draft of proposed amendments regarding warehouses, distribution/fulfillment centers and other minor amendments.
9. Public Comment
10. Other Updates and Business
11. Adjournment

(Meeting will be available for viewing through <https://www.publicmedianet.org/gavel-to-gavel/oshtemo-township>)

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), 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, 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.

Oshtemo Township Board of Trustees

Supervisor

Cheri Bell 216-5220 cbell@oshtemo.org

Clerk

Dusty Farmer 216-5224 dfarmer@oshtemo.org

Treasurer

Clare Buszka 216-5260 cbuszka@oshtemo.org

Trustees

Neil Sikora 760-6769 nsikora@oshtemo.org

Kristin Cole 375-4260 kcole@oshtemo.org

Zak Ford 271-5513 zford@oshtemo.org

Michael Chapman 375-4260 mchapman@oshtemo.org

Township Department Information

Assessor:

Kristine Biddle 216-5225 assessor@oshtemo.org

Fire Chief:

Greg McComb 375-0487 gmccomb@oshtemo.org

Ordinance Enforcement:

Alan Miller 216-5230 amiller@oshtemo.org

Parks Director:

Vanessa Street 216-5233 vstreet@oshtemo.org

Rental Info 216-5224 oshtemo@oshtemo.org

Planning Director:

Jodi Stefforia 375-4260 jstefforia@oshtemo.org

Public Works Director:

Anna Horner 216-5228 ahorner@oshtemo.org

**OSHTEMO CHARTER TOWNSHIP
PLANNING COMMISSION
MINUTES OF A MEETING HELD SEPTEMBER 12, 2024**

Agenda

Presentation: Street Connectivity

Public Hearing: Conceptual Review of Mixed Use Development Schematic Plan (Ferlito Group) Planning Commission to conduct a public hearing on a proposed 48-acre mixed use development on the south side of West Main Street in the 6400 block

A meeting of the Oshtemo Charter Township Planning Commission was held Thursday, September 12, 2024, commencing at 6:00 p.m. at the Oshtemo Township Hall, 7275 West Main Street.

MEMBERS PRESENT: Philip Doorlag, Chair
Deb Everett, Vice Chair
Zak Ford, Township Board Liaison
Scott Makohn
Alistair Smith

MEMBERS ABSENT: Scot Jefferies
Jeremiah Smith

Also present were Jodi Stefforia, Planning Director; James Porter, Township Attorney; Leeanna Harris, Planning and Zoning Administrator; Colten Hutson, Zoning Administrator; Anna Horner, Public Works Director; and Jennifer Wood, Recording Secretary; and approximately 35 interested persons.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Doorlag called the meeting to order at 6:01 p.m. Those in attendance joined in reciting the Pledge of Allegiance.

APPROVAL OF AGENDA

Chair Doorlag asked if there were any changes to the agenda. There were none.

Mr. Ford **made a motion** to approve the agenda for September 12, 2024. Mr. Smith **seconded the motion**. The **motion was approved** unanimously.

PUBLIC COMMENT ON NON-AGENDA ITEMS

Chair Doorlag asked if anyone present wished to speak on non-agenda items. One citizen made a comment regarding interest in a left turn light at Lodge Lane and West Main Street.

APPROVAL OF THE MINUTES OF THE MEETING OF AUGUST 22, 2024

Chair Doorlag asked for additions, deletions, or corrections to the Minutes of the Meeting August 22, 2024. There were none.

Mr. Ford **made a motion** to approve the Minutes of the Meeting of August 22, 2024, as presented. Mr. Smith **seconded the motion**. The **motion was approved** unanimously.

PRESENTATION: STREET CONNECTIVITY

Ms. Horner, Oshtemo Township Public Works Director, provided a presentation on street connectivity in Oshtemo Township. The street connectivity plan originates from Oshtemo Township's Master Plan, addressing the significant development expected in the area. Chapter Five of the Master Plan, "Transportation and Community Services," emphasizes that "Growth Happens, Let's Decide How." Roads not only serve as conduits for vehicles but also enhance the quality of life for residents.

The Township focuses on three best practices for street connectivity:

1. Access Management
2. Connectivity
3. Network Development

This plan for connectivity of streets will offer time savings and improve both efficiency and environmental impact related to road usage. Increased connectivity enhances the community's overall livability. Complete streets aim to provide the high quality of life desired by Oshtemo Township residents.

PUBLIC HEARING: CONCEPTUAL REVIEW OF MIXED USE DEVELOPMENT SCHEMATIC PLAN (FERLITO GROUP)

Ms. Stefforia shared that the Oshtemo Township Planning Commission, along with the Township Board, spent over a year preparing a housing plan, which was adopted last year. The W.E. Upjohn Institute was engaged to collect data and survey the community, while public input sessions were also held. The Oshtemo Township Housing Plan 2023 identified the need for a housing continuum and the development of 750 new housing units over the next eight years. This document is publicly available on the Oshtemo Township website.

The Mixed Use District (MUD) was adopted in March 2023 following years of research, edits, and public input. It was designed to implement the Township's Sub Area Plans and promote a mix of uses, transforming existing commercial areas into mixed-use developments. The MUD encourages innovative projects with high-quality building design, compatibility with adjacent uses, and preservation of unique environmental features, while creating open spaces and enhancing the quality of life for residents.

MUDs require a minimum of 15% open space not including required buffers and street rights of way and the review of a draft Development Schematic Plan which involves a public hearing, after which consideration of the request and another public hearing follow.

Ms. Stefforia presented her memo on Conceptual Review of a Mixed Use District Draft Development Schematic Plan dated September 5, 2024, and is incorporated herein. Utilizing the recently adopted Mixed Use District ordinance, the applicant is proposing a 48-acre mixed use development on the south side of West Main Street in the 6400 block. The proposed mix of uses includes commercial, multi-family and two-family residential. The applicant submitted a narrative describing the concept presently before the Planning Commission.

Project summary:

The subject properties are on the south side of West Main Street opposite the Advia Credit Union development. The development will include public streets utilizing the existing signal on West Main Street at the Advia drive, a planned extension of Seeco Drive and utilization of several existing outlots/cul-de-sacs/stub streets abutting the properties. Several commercial buildings of varying sizes are envisioned along West Main Street at the north end of the development. Ten multi-family buildings (336 units) and 54 two-family buildings (108 units) are also proposed.

Recommendation:

Planning Department staff recommend that the Planning Commission review the application submission, listen to the applicant's presentation and public comment, have an open dialogue with the applicant and then make a finding as to whether the proposed conceptual plan conforms to the standards and recommendations of the West Main Street Sub Area Plan, Master Plan, and the MUD Ordinance.

Chair Doorlag asked about the limits of the traffic impact study. Ms. Horner advised that MDOT will set the limits, with consultation from the Township.

Developer Presentation:

Mr. Mike Corby, of Integrated Architecture, praised the Township's foresight and efforts in planning for future developments. He emphasized the importance of connectivity and the creation of a "sense of place" in this project. The project includes housing mixed-use developments, and special attention was paid to pedestrian safety, architectural design, and a central park with active and passive uses such as a community building, pickleball courts, and a swimming pool. The site will feature numerous traffic-calming measures, including curves and mini roundabouts.

There will be a large stormwater detention pond on the west side, and smaller ones will serve the southern portion. The intention is for duplexes to be built on ¼-acre lots. Connectivity and safety are prioritized, with parking areas designed to remain behind buildings. The development will maintain buffers along several property lines to enhance privacy and aesthetics.

The developer shared a diagram illustrating the project's three phases, noting that while there is no set timeline between phases, connectivity features will be implemented as each phase is completed.

Mr. Tony Ferlito, owner of the Ferlito Group, thanked the Planning Commission and shared his company's values, emphasizing a commitment to community needs and high-quality projects. He reassured the community that concerns about connectivity would be addressed collaboratively.

Public Comment

Chair Doorlag opened the floor to public comments. Thirteen residents spoke, with 12 expressing opposition and one expressing partial support. An email received prior to the meeting was also shared with the Commissioners. Concerns were expressed about traffic, fear of connecting existing and new neighborhoods, loss of trees, property values, and water and sewer rates increasing.

There being no further comments, Chair Doorlag closed the Public Hearing and invited the developers back up to speak to comments heard during the hearing.

Additional Discussion:

The developer and his representatives addressed community comments, particularly regarding connectivity. They stated that the back 20 acres of the development would consist of duplexes for sale, designed for empty nesters and young professionals.

Mr. Erik Hahn, from Continental Properties, provided insights into the demographics of potential residents, stating that most are young professionals or retirees. He also clarified ownership of the multifamily buildings, which would be retained by Continental Properties.

Commission members agreed that the project largely conforms to the Township's Master Plan and the MUD Ordinance. However, they expressed interest in reviewing the traffic impact study before finalizing decisions.

Township Attorney Porter shared that decisions are based on the rule of law which is to follow the ordinance and to follow the Master Plan. The Planning Commission's job is to determine if it follows the Master Plan.

Chair Doorlag reminded the residents in attendance that many years of work and planning have gone into the creation of the MUD ordinance. These meetings were public meetings. Chair Doorlag invited the public to attend the meetings that are currently underway for the development of the new Master Plan. Residents will be able to voice their concerns and opinions on how development will occur in the Township.

Mr. Ford stated that this proposal follows the rules put in place with the mixed use district language and that this project is a quality project for the community.

Mr. Ford asked how it was determined which roads connected and which ones did not. Ms. Stefforia informed the Commission that the decision had been made by the Township Planning

Department and the Public Works Department. Mr. Ford agreed with the connectivity of the project.

Chair Doorlag asked if these connection points are part of the ongoing Master Plan process or is this part of the Mixed Use District ordinance? Ms. Stefforia informed the Commission that the connections are part of the Master Plan and the Transportation Mobility Ordinance adopted last year. The new Comprehensive Master Plan will have a strong transportation element and a regulating plan. Various areas in the Township where new streets for connectivity are warranted will be identified in the new Master Plan's Regulating Plan which will be adopted and amended into the Transportation Mobility Ordinance once it is completed.

Chair Doorlag stated that this project conforms with what he envisioned for a mixed use project. The renderings of the three-story buildings look like a townhouse versus a large apartment complex.

Mr. Smith agrees the concept conforms and fits the Mixed Use District, but he has reservations about the traffic density.

Vice Chair Everett agrees the concept conforms with the Mixed Use District and looks forward to the information that will be learned from the traffic study.

Mr. Makohn agrees the concept conforms with the Mixed Use District. He is also interested in the traffic study and would like to see more mixed use among the apartments.

Mr. Smith **made a motion** to approve the concept plan for the 48 acres finding that it does meet the requirements of the Mixed Use District Ordinance and the Master Plan. Mr. Makohn **seconded the motion**. The **motion was approved** unanimously.

Other Updates and Business

Chair Doorlag suggested adding a second round of public comments as an agenda item after applications are considered. Ms. Stefforia agreed this could be added to future agendas.

Adjournment

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

Minutes Prepared: September 16, 2024

Minutes Approved:

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October 3, 2024



Mtg Date: October 12, 2024

To: Oshtemo Township Planning Commission

From: Leeanna Harris, Zoning Administrator

Applicant: Karen Jackson

Owner: Kalamazoo Public Schools

Property: 6750 Chime Street, Parcel Number 05-35-135-090

Zoning: VC: Village Commercial District

Request: Informational Review of District-wide Food Service Preparation and Distribution Facility

Section(s): Section 64: Site Plan Review

PROJECT SUMMARY:

Kalamazoo Public Schools is before the Planning Commission to present plans for a new district-wide food service preparation and distribution facility at 6750 Chime Street.

Note that the Planning Commission may *request for* changes or comment on concerns and potential improvements, but due to this being an application request by Kalamazoo Public Schools, it may not require changes to be made to the site plan. Final authority for any public school system belongs to the State of Michigan.

The subject property is located on the west side of Chime Street, southwest of the corner of Stadium Drive and S 9th Street. The site is 3.67 acres in size, with approximately 365 feet of frontage on Chime Street. See aerial map to the right. The current zoning on the property is VC: Village Commercial, with neighboring residential properties to the north, east, and west zoned VC: Village Commercial, and



Oshtemo Township owned properties zoned RR: Rural Residential to the south. Public schools are an allowable use within the VC: Village Commercial district. Overall, most of the requirements of Section 64 of the Zoning Ordinance have been met. All comments are based on the Site Plan dated June 21, 2024.

Section 64: Site Plan Review

Access - The site will have one main point of ingress and egress near the southeast corner of the parcel to Chime Street. The Kalamazoo County Road Commission will issue the driveway permit.

The site plan does not indicate any bike racks. **The Planning Commission should encourage a bike rack to be installed.**

There is not presently any sidewalk proposed on the property's frontage on Chime Street. **The Planning Commission should ask for the applicant to install a sidewalk along their frontage on Chime Street. Additionally, the Planning Commission should ask the applicant to install nonmotorized infrastructure from the sidewalk along Chime to their internal sidewalk network. If any portion of the sidewalk is proposed to be located outside of the public right of way, and on private property, the Planning Commission should request that an easement should be submitted to the Township for review and approval and should ultimately be recorded at the Kalamazoo County Register of Deeds Office.**

A hammerhead turnaround is proposed on the north and south ends of the parking lot and provides safe turning radii. Fire engines and other vehicles have ample space and circulation if emergency response is ever required.

Easements – No new easements are proposed on site; however, if the sidewalk will be located on private property, an easement should be requested.

Parking - The site plan indicates a total of 52 parking spaces, including 3 ADA compliant parking spaces and associated aisles. **The Planning Commission should encourage the construction of the ADA accessible spaces to be constructed with concrete.** All parking spaces are proposed to be 10 feet by 18.5 feet.

All circulation aisles within the proposed development are a minimum of 24' in width, which is the minimum width required under Section 52.50 of the zoning ordinance for two-way travel. Most parking requirements for the proposed use have been satisfied.

Building Design and Information - The new 17,177 square foot building is proposed to be located at the center of the property and has a finished floor elevation of 967.00. The proposed building meets all applicable setback requirements, and the configuration of the parcel meets all applicable lot dimension requirements.

Lighting - Although no photometric plan was submitted, **the Planning Commission should request that all site lighting be of cut-off fixtures and comply with Section 54.60 of the Zoning Ordinance.**

Fencing: No fencing is proposed. Therefore, this portion of the review is not applicable.

Signs - Any signage planned to be added to the site will be required to follow Oshtemo's sign permit application process and shall be submitted separately to the Township for review and approval.

Landscaping - The site plan indicates numerous trees and other landscaping features surrounding the school, especially to the west property line.

Engineering

Public water and a private septic system currently serve the site. Staff has an opportunity to partner with Kalamazoo Public Schools and this project on the Chime Street Sanitary Sewer project to extend infrastructure down Erie St. The construction of the sewer extension is expected to begin summer 2025 and be completed by fall 2025.

Engineering review comments relating to stormwater management were provided to the applicant per the Site Plans dated June 21, 2024. Staff feels that if stormwater comments are addressed sufficiently and no major modifications from the plans dated June 21, 2024, will occur, proper stormwater management is feasible on site.

The Environmental Permits Checklist and Hazardous Substance Reporting Form have been completed and submitted by the applicant.

Fire Department

The Oshtemo Township Fire Department has reviewed the initial site plan dated June 21, 2024, and have found it to be satisfactory.

Attachments:

- Application
- Site Plan

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7275 W. Main Street, Kalamazoo, Michigan 49009-9334
Phone: 269-375-4260 Fax: 269-375-7180

PLEASE PRINT

PROJECT NAME & ADDRESS

KPS District Kitchen, 6750 Chime Street, Kalamazoo, MI 49009

PLANNING & ZONING APPLICATION

Applicant Name: Karen Jackson

Company: Kalamazoo Public Schools

Address: 600 W. Vine Street

E-mail: jacksonkj@kalamazoopublicschools.net

Telephone: (269) 337-0405 Fax: (269) 337-0497

Interest in Property: _____

OWNER*:

Name: _____

Address: _____

E-mail: _____

Phone & Fax: _____

THIS
SPACE
FOR
TOWNSHIP
USE
ONLY

Fee Amount _____

Escrow Amount _____

NATURE OF THE REQUEST: (Please check the appropriate item(s))

- ☐ Pre-Application Review
- ☐ Site Plan Review – I088
- ☐ Administrative Site Plan Review – I086
- ☐ Special Exception Use – I085
- ☐ Zoning Variance – I092
- ☐ Site Condominium – I084

- ☐ Accessory Building Review – I083
- ☐ Rezoning – I091
- ☐ Subdivision Plat Review – I089
- ☐ Interpretation – I082
- ☒ Other: Stormwater Review

BRIEFLY DESCRIBE YOUR REQUEST (Use Attachments if Necessary): Stormwater Review for Kalamazoo Public School

LEGAL DESCRIPTION OF PROPERTY (Use Attachments if Necessary):

LEGAL DESCRIPTION ATTACHED AT END OF DOCUMENT

PARCEL NUMBER: 3905- 05-35-135-090

ADDRESS OF PROPERTY:

PRESENT USE OF THE PROPERTY:

PRESENT ZONING: **SIZE OF PROPERTY:**

**NAME(S) & ADDRESS(ES) OF ALL OTHER PERSONS, CORPORATIONS, OR FIRMS HAVING
A LEGAL OR EQUITABLE INTEREST IN THE PROPERTY:**

Name(s)

Address(es)

SIGNATURES

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. 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.



Owner's Signature (*If different from Applicant)



Date

Applicant's Signature

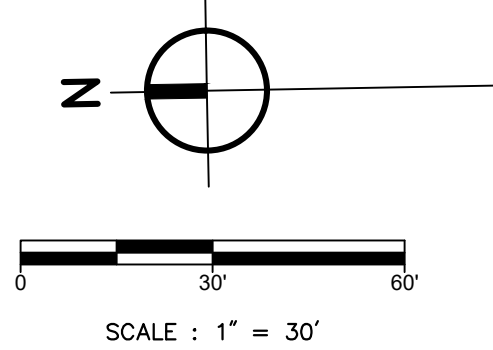
Date

Copies to:
Planning – 1
Applicant – 1
Clerk – 1
Deputy Clerk – 1
Attorney – 1
Assessor – 1
Planning Secretary – Original

PLEASE ATTACH ALL REQUIRED DOCUMENTS

B.M. #1 EL. 968.41
FINISH FLOOR OF EXISTING BUILDING JUST
INSIDE FRONT MAIN ENTRANCE.
B.M. #2 EL. 968.01
SET LAG BOLT ON WEST SIDE OF UTILITY
POLE NEAR THE NORTH END OF THE
SCHOOL BUILDING ON THE EAST SIDE OF
CHIME STREET AT HOUSE #3493.
VERTICAL DATA BASED ON THE FINISHED
FLOOR AT THE MAIN ENTRANCE, NOTED AS
BEING ON U.S.G.S. DATUM AND SHOWN ON
SURVEY BY INGERSOLL, WATSON &
McMACHEN DATED 11/06/90 AT 968.41'.

LAND OWNER = KALAMAZOO PUBLIC SCHOOLS
1220 HOWARD STREET
KALAMAZOO, MI 49008
(269) 337-0100
DESIGNER = PREIN & NEWHOF
JON VERPLANK, PE
3355 EVERGREEN DRIVE, NE
GRAND RAPIDS, MI 49525
(616) 364-8491



SITE LAYOUT NOTES

1. SEE ELECTRICAL PLANS FOR LOCATION AND DETAILS ON SITE LIGHTING AND TRANSFORMER.
2. REFER TO SPECIFICATIONS FOR BITUMINOUS PAVEMENT MIX REQUIREMENTS.
3. REFER TO ARCHITECTURAL DRAWINGS FOR CONCRETE STOOP CONNECTION DETAILS AND DUMPSTER ENCLOSURE DETAILS.
4. REFER TO SPECIFICATIONS FOR PAVEMENT EXPANSION AND CONTROL JOINTS.
5. REFER TO MECHANICAL DRAWINGS FOR LOCATION AND DETAILS OF EQUIPMENT PADS.
6. ALL BUILDING WORKING POINTS AND REFERENCE POINTS ARE GIVEN AT THE OUTSIDE CORNER OF BUILDING.
7. COORDINATE WITH IRRIGATION AND ELECTRICAL CONTRACTOR FOR SIZE AND PLACEMENT OF ALL SLEEVES PRIOR TO PAVING, CONCRETE AND RESTORATION WORK.
8. STANDARD PAVEMENT MARKINGS SHALL BE YELLOW. BARRIER FREE PAVEMENT MARKINGS SHALL BE BLUE.

SITE LEGEND LAYOUT

CONCRETE CURB & GUTTER	
CONCRETE STRAIGHT CURB	
SIGN	
BARRIER FREE RAMP	
BARRIER FREE LANDING	
PARKING AREA STRIPING ISLAND	
STANDARD DUTY CONCRETE PAVEMENT	
STANDARD DUTY BITUMINOUS PAVEMENT	
HEAVY DUTY BITUMINOUS PAVEMENT	
GRAVEL SHOULDER/PAVEMENT	
HEAVY DUTY CONCRETE PAVEMENT	
PARKING STALL COUNT	
LIGHT POLE (REFER TO AE PLANS)	

SITE LAYOUT KEY

A5	STANDARD DUTY BITUMINOUS PAVEMENT	SEE DETAIL A5
A7	HEAVY DUTY BITUMINOUS PAVEMENT	SEE DETAIL A7
A11	ROCK COUNTY LOCAL ROAD HMA CROSS SECTION	SEE FIGURE 8
A13	ROCK COMMERCIAL DRIVEWAY HMA CROSS SECTION	SEE FIGURE 4
C3	TYPE 1 CONCRETE CURB & GUTTER	SEE DETAIL C3
C4	TYPE 2 CONCRETE CURB & GUTTER	SEE DETAIL C4
C9	STANDARD DUTY CONCRETE WALKWAY/PAVEMENT	SEE DETAIL C9
C10	HEAVY DUTY CONCRETE WALKWAY/PAVEMENT	SEE DETAIL C10
C28	CONCRETE FLUSH TURNED DOWN WALK	SEE DETAIL C28
C36	BARRIER FREE CONCRETE WALK RAMP	SEE DETAIL C36
M21	BARRIER FREE SYMBOL	SEE DETAIL M21
M22	BARRIER-FREE PARKING SPACE LAYOUT	SEE DETAIL M22
M23	BARRIER-FREE PARKING SPACE LAYOUT - VAN	SEE DETAIL M23
T1	BARRIER FREE PARKING SIGN	SEE DETAIL T1

SITE DATA

ZONING	= VC-VILLAGE COMMERCIAL DISTRICT
SITE AREA	= 3.67 ACRE
MINIMUM LOT WIDTH	= 65 FEET
MIN. FRONT YARD SETBACK	= 5 FEET
MIN. SIDE YARD SETBACK	= 0 FEET
MIN. REAR YARD SETBACK	= 15 FEET
SITE AREA	= 159,865 SFT; 3.67 ACRES
CONSTRUCTION SITE AREA	= 106,708 SFT; 2.45 ACRES
EXISTING BUILDING	= 28,417 SFT
PROPOSED BUILDING	= 17,177 SFT
EXISTING IMPERVIOUS	= 63,674 SFT
PROPOSED IMPERVIOUS	= 55,312 SFT
PARKING SPACE	= 10x18.5 (185 SFT)
PARKING AISLE	= 24 FEET
EXISTING PARKING	= 18 SPACES (1 ADA)
PROPOSED PARKING	= 45 SPACES (3 ADA)



UTILITY LOCATIONS ARE DERIVED FROM ACTUAL MEASUREMENTS OR AVAILABLE RECORDS. THEY SHOULD NOT BE INTERPRETTED TO BE EXACT LOCATIONS NOR SHOULD IT BE ASSUMED THAT THEY ARE THE ONLY UTILITIES IN THIS AREA.

Prein & Newhof
Engineers • Surveyors • Environmental • Laboratory
#2230345

SHEET TITLE
SITE PLAN

OWNER
KALAMAZOO PUBLIC SCHOOLS

PROJECT TITLE
DISTRICT KITCHEN

ISSUED FOR:

SHEET NUMBER
C 200

DATE
JUNE 21, 2024

Kalamazoo, Michigan

Architecture • Engineering • Interiors

TowerPinkster

4 East Fulton Street, Suite 200
Grand Rapids, Michigan 49503
616.456.9944 PHONE 616.456.9956 FAX
242 East Kalamazoo Avenue, Suite 100
Kalamazoo, Michigan 49007-5628
269.343.6633 FAX
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7275 W. MAIN STREET, KALAMAZOO, MI 49009-9334
269-375-4260 Fax 375-7180 TDD 375-7198
www.oshtemo.org

MEMO

To: Oshtemo Township Planning Commission
From: Colten Hutson, Zoning Administrator
Date: October 02, 2024
RE: Site Plan & Special Use Extension Request, Tournesol Open Space Community

Hinter Properties, LLC is requesting a 12-month extension for their site condominium and open space community development located at 7214 W N Avenue. The subject project, which consists of 49 site condominium units spanning across 60 acres on the north side of N Avenue between 6th Street and 9th Street, was approved by the Planning Commission on November 17, 2022. Administratively, the owner was previously granted a one-year extension for the site plan and special use permit, extending the validity to November 17, 2024. The property owner has conveyed to Planning Department Staff that the project is currently delayed due to affordability issues caused by construction costs and higher interest rates compared to when the original project application was filed for in 2022. If granted, the validity of the site plan and special use permit would extend until November 17, 2025. Staff recommends the Planning Commission grant the requested 12-month extension.

Attachments: Application and Letter Extension Request

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7275 W. Main Street, Kalamazoo, Michigan 49009-9334
Phone: 269-375-4260 Fax: 269-375-7180

PLEASE PRINT

PROJECT NAME & ADDRESS

7214 W N Ave / Tournesol

PLANNING & ZONING APPLICATION

Applicant Name: Hinter Properties LLC

Company: _____

Address: 2222 W. Grand River Ave
Suite A / Okemos, MI 48864

E-mail: jdevri1@protonmail.com

Telephone: 269-271-3510 Fax: _____

Interest in Property: Partner

THIS
SPACE
FOR
TOWNSHIP
USE
ONLY

OWNER*:

Name: Jason DeVries obo Kazuo Hobbes

Address: 8888 Mtn Pine Ln
Kalamazoo, MI 49009

E-mail: jdevri1@protonmail.com

Phone & Fax: 269-271-3510

Fee Amount _____

Escrow Amount _____

NATURE OF THE REQUEST: (Please check the appropriate item(s))

- | | |
|---|---|
| <input type="checkbox"/> Pre-Application Review | <input type="checkbox"/> Accessory Building Review – I083 |
| <input type="checkbox"/> Site Plan Review – I088 | <input type="checkbox"/> Rezoning – I091 |
| <input type="checkbox"/> Administrative Site Plan Review – I086 | <input type="checkbox"/> Subdivision Plat Review – I089 |
| <input type="checkbox"/> Special Exception Use – I085 | <input type="checkbox"/> Interpretation – I082 |
| <input type="checkbox"/> Zoning Variance – I092 | <input checked="" type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Site Condominium – I084 | |

BRIEFLY DESCRIBE YOUR REQUEST (Use Attachments if Necessary):

Extensions requiring Planning Commission Approval

LEGAL DESCRIPTION OF PROPERTY (Use Attachments if Necessary):

PARCEL NUMBER: 3905-

ADDRESS OF PROPERTY: 7214 W N Ave

PRESENT USE OF THE PROPERTY: Land

PRESENT ZONING: _____ SIZE OF PROPERTY: 60.5 acres

**NAME(S) & ADDRESS(ES) OF ALL OTHER PERSONS, CORPORATIONS, OR FIRMS HAVING
A LEGAL OR EQUITABLE INTEREST IN THE PROPERTY:**

Name(s)

Rural Republic

Address(es)

Po Box 2343, Portage, MI 49081

Kazo Holdings LLC

Po Box 2343, Portage MI 49081

SIGNATURES

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. 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.

Owner's Signature (*If different from Applicant)

Date



8-30-2024

Applicant's Signature

Date

Copies to:
Planning - 1
Applicant - 1
Clerk - 1
Deputy Clerk - 1
Attorney - 1
Assessor - 1
Planning Secretary - Original

PLEASE ATTACH ALL REQUIRED DOCUMENTS

Draft_Warehouse and Distribution and Fulfillment Center proposed amendments to the Zoning Ordinance (Oct 2024)

New text is in red

Comments: Initially, a text amendment to allow warehouse and distribution centers in the I-R district was initiated by an applicant; language recommended by the PC did not get adopted by the Board. Additional detail and requirements have been drafted to address Board concerns and now direct distribution and fulfillment centers to the I-2 district as externalities associated with the use make it a better fit with the statement of purpose for that district.

1. **Amend Section 26.40.B, move Section 27.20.E to 27.30.D, and add Section 28.40.F** Qualify warehouses as a permitted use with conditions in *the I-R, Industrial District, Restricted* and *I-1, Industrial District, Manufacturing/Servicing* and add distribution/fulfillment center as a special use with conditions in the *I-2, Industrial District, Manufacturing/Servicing*.

Amend: 26.40.B ~~Wholesaling, storage and/or~~ Warehouses; **fully enclosed. of commodities.**

Move: 27.20.E to **27.30.D** Warehouses, fully enclosed.

Add: **28.40.F** **Distribution/fulfillment centers.**

2. **Add definitions to Section 2.20**

Distribution/Fulfillment Center— A processing and storage facility which optimizes transportation and uses an inventory management and material handling system such as just in time. Goods or products are stored on site temporarily. These facilities are not intended to involve long-term warehousing of materials nor activities associated with truck terminals.

Outdoor Storage – Any exterior area used for the placement and keeping of goods, materials, products, equipment, or merchandise in the same place for more than 24 hours. Does not include operable and licensed motored vehicles.

Truck Terminal – an area and building where trucks load and unload cargo and freight where cargo and freight may be broken down or aggregated into smaller or larger loads for transfer to other vehicles or modes of transportation. These facilities are trans-shipment facilities including storage and parking of trucks awaiting cargo as well as facilities for servicing trucks.

Warehouse – A structure used for the storage of goods or products for a temporary or an indeterminate period of time but on average beyond a three-month period. These facilities do not include activities associated with truck terminals or distribution/fulfillment centers as defined by this Ordinance.

3. Amend 48.150 – Wholesaling, storage and/or warehousing of commodities.

~~Wholesaling, storage and/or Warehouses; fully enclosed. of commodities~~

- ~~A. Includes such commodities as hardware, packaged or fresh food, clothing, and drugs.~~
- ~~A. B. Does not include Storage of commercial explosives, above or below ground bulk storage of flammable liquids or gases unless and only to the extent that such storage of liquids or gases is directly connected to energy or heating on the premises is prohibited.~~
- ~~B. Off-street parking, access drives, and paved surfaces accessory to such a use shall be located not less than 100 feet from any residential use or district, or public right-of-way. [Note: would like PC input on this number] IF BLDG HAS TO BE 100' THEN THIS SHOULD BE LESS OR BLDG SETBACK INCREASED...~~
- ~~C. Truck docks, overhead doors and trailer staging areas shall be at least 150 feet from and oriented away from any residential district, residential use, or public right-of-way, when feasible. Where this is not practical, docking, loading and staging activities shall be setback a minimum of 250 feet. [Note: would like PC input on these numbers]~~
- ~~D. Outdoor storage is prohibited. Property owners and occupants are jointly responsible for complying with this limitation.~~
- ~~E. Proposed building elevations shall reduce the visual impact of the building's massing and scale on any side facing a residential district, residential use, or public right-of-way using mitigation measures such as variable color or texture, varying rooflines, vegetation, and vertical and horizontal variations in the façade.~~

4. Add Section 49.300 with the conditions for distribution/fulfillment centers. Recognize economic benefits while directing use to appropriate areas with appropriate limitations/regulations.

49.300 Distribution/Fulfillment Center.

1. Truck route. A distribution/fulfillment center shall have direct access to a truck route as identified in the Township's Truck Route Ordinance.
2. The number of loading docks shall not exceed 25 per facility. [Note: would like PC input on this number; each dock can host up to 24 semis a day per research based upon how long each truck sits at dock and internal operations....]
3. Sensitive uses. Any building side of a distribution/fulfillment center shall be placed a minimum of 350 feet from any residential district, residential use or public right-of-way; all other sides shall conform to the minimum requirements of the zoning district.
4. Loading and staging. Truck docks, overhead doors and trailer staging areas accessory to a distribution/fulfillment center shall be oriented away from any residential district, residential use, or public right-of-way, when feasible. Where this is not practical, docking, loading and staging activities shall be setback a minimum of 450 feet.
5. Screening. Before construction of any building commences, a berm ranging from five to eight feet in height with a natural (non-uniform) design and a slope not greater than 1:3 shall be established

near any lot perimeter abutting a residential zoning district and along any public right of way. The berm shall be landscaped with coniferous and deciduous trees to provide a dense, four-season screen. The berm shall be subject to Planning Director review and approval. Where the finished floor of the distribution/fulfillment center is greater than 2 feet higher than the berm's base grade then additional screening shall be required using a green wall, tiered and landscaped building edges, or other methods. The provisions of Section 53 shall apply to the balance of the site.

6. Parking and drives. Off-street parking and loading areas, access drives, and paved surfaces accessory to such a use shall be located not less than 150 feet from any residential use or district, or public right-of-way.
7. Idling. On and off-site idling of facility-related vehicles is prohibited. Property owners and occupants are jointly responsible for complying with this limitation.
8. Electric vehicles. At least 25% of delivery vans, 50% of yard trucks/forklifts and 20% of regional haul trucks shall be zero-emission vehicles. [Note: would like PC input on these numbers]
9. Height. Building height may not exceed 60 feet unless otherwise approved by the Planning Commission through the Special Land Use process.
10. Hours. Outdoor activity including loading/unloading activities are not permitted during the hours of 11:00 p.m. and 7:00 a.m. Property owners and occupants are jointly responsible for complying with this limitation.
11. Outdoor storage. Outdoor storage is prohibited. Property owners and occupants are jointly responsible for complying with this limitation.
12. Elevations. Proposed building elevations shall reduce the visual impact of the building's massing and scale on any side facing a residential district, residential use, or public right-of-way using mitigation measures such as variable color or texture, varying rooflines, vegetation, and/or vertical and horizontal variations in the façade.
13. The Reviewing Body may require additional limitations or protective measures to avoid serious adverse effects of the use on occupants of nearby properties and other uses on the site, including a Traffic Impact Study and off-site air quality monitoring.

Unrelated Site Plan Review Amendments:

1. Amend Subsection B.3 in Section 64.60: Process

- B. Process: Upon receipt of a Site Plan application and supporting data, the Planning Department shall:
 1. Review the Site Plan application for completeness.
 2. Forward the Site Plan application and all supporting data to the Fire Department, Parks Department, Township Engineer and Township Legal Counsel who shall review the materials and return written comments to the Planning Department.
 3. Notify the applicant in writing of the comments received or if the Site Plan is incomplete. Incomplete applications and Site Plans may not be submitted to the Zoning Board of Appeals or Planning Commission.
 4. If revised plans are required, the applicant shall submit within the time frame provided by the Planning Department. Revised plans not received within 90 days of issuance of Planning Department written comments may be subject to ordinances in effect at the time of resubmission. Planning staff will determine which Township departments require a second review. Any final comments will be provided to the applicant prior to Zoning Board of Appeals or Planning Commission meeting.

5. The Planning Director shall schedule the final application and plan on the next available Planning Commission or Zoning Board of Appeals meeting. Members of the reviewing body shall be delivered copies of the same prior to the hearing for their preliminary information and study. The hearing shall be scheduled within not more than 60 days following the date of the receipt of the plans and application by the Planning Department.
6. The applicant shall be notified of the date, time and place of the hearing not less than one week prior to such date.

2. Amend Subsection D in Section 64.90: Conformity to Approved Site Plan.

At least one complete set of record construction drawings signed by a licensed architect, engineer, landscape architect, or contractor shall be submitted to the Township or its designee at the time of application for a Certificate of Occupancy or, in the case of residential developments, before a Building Permit may be issued.

These drawings shall indicate any changes approved by the Township to the original Site Plan. Additionally, the correct location, size, etc. of any preexisting utilities or facilities shall be specified.

From: [Ann Homrich](#)
Cc: [Cheri Bell](#)
Subject: FW: Support for Development Proposal
Date: Monday, September 30, 2024 8:29:01 AM

Good morning,

Please see the communication below from an Oshtemo resident.

Thank you

Begin forwarded message:

From: Daniel Luce
Date: September 28, 2024 at 4:53:51 PM EDT
To: Cheri Bell <cbell@oshtemo.org>
Subject: Support for Development Proposal

CAUTION: External Email

Dear Supervisor Bell,

As a resident of the Lodge Lane subdivision, I am writing to express my strong support for the proposed development of the currently vacant land situated between West Main St and 9th St. I understand that this proposal would result in the connection of these two neighborhoods, and I believe this development will be a positive step forward for our community.

The opposition to this proposal appears to be based primarily on a “Not In My Backyard” (NIMBY) mindset, often citing unsubstantiated concerns about what increased density, walkability, and neighborhood connectivity might bring. However, I believe these arguments are not reflective of the broader benefits such a development can provide.

I support this project for several key reasons:

Property Rights: The owners of the land in question should have the right to develop it as they see fit. It is not the place of those who do not own the land to impede its reasonable development, particularly when it is in line with the broader

goals of the township's master plan.

Increased Density and Smart Growth: This proposal encourages a more efficient use of land by promoting higher density development closer to existing infrastructure and commercial areas. This is far more preferable than seeing new subdivisions developed further into the rural and forested areas of Oshtemo Township, which would fragment these natural landscapes and contribute to urban sprawl.

Enhanced Connectivity and Walkability: Connecting the two neighborhoods will foster a more cohesive and accessible community. A more connected street grid benefits everyone by providing alternative routes for pedestrians, bicyclists, and transit users. This can lead to reduced traffic congestion, promote healthier lifestyles, and improve safety by increasing visibility and community interaction.

I firmly believe that this development will enrich our township by fostering growth in a thoughtful and responsible manner. It is my hope that the Planning Commission and Board of Trustees will recognize the long-term value of this proposal and approve it, allowing Oshtemo to continue progressing as a place where people can live, work, and enjoy a vibrant, interconnected community.

Thank you for your time and consideration.

Sincerely,
Daniel Luce

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