

**CITY OF KALAMAZOO
COMMUNITY PLANNING & DEVELOPMENT DEPARTMENT
PLANNING COMMISSION
ANNUAL REPORT
2007**

Introduction

The Kalamazoo Planning Commission (PC) is governed by the Michigan City and Village Zoning Act, Public Act 207 of 1921, as amended. This is a summary of the activities conducted by the PC during 2007, plus information on other significant tasks undertaken by Planning Division staff.

Membership

Members must be City residents. In 2007, the PC was made up of the following members:

Name	Position	Term
Terry Kuseske	Chair	Second full term
Frank Cody	Vice-Chair	Second full term
Bertha Stewart		Second full term
Linda Weiner		Second full term
Sonja Dean		First full term
Reed Youngs		First full term
James Kneen		Partial term
Casey Fawley		First full term
Merilee Mishall		Partial term

Commissioner Youngs was appointed to the PC for his first term in March of 2007, bringing the Commission's membership to full. Commissioner Fawley and Commissioner Wienir were re-appointed to second terms.

Meetings

PC meetings are held on the first Thursday of the month at 7:00pm. The PC convened 12 public meetings in 2007. The meeting in March was held at the Edison Neighborhood Association offices on Washington Avenue, the meeting in July was held in the Milwood neighborhood at the Greenwood Reformed Church, and the December meeting was held in the Arcadia neighborhood at the Arcadia Elementary School. All other meetings were held at City Hall.

Summary of requests reviewed by the Planning Commission

A total of 24 requests were processed by the Planning Division staff for review by the PC in 2007 (compared to 22 requests in 2006). The request types are identified as follows:

Rezoning	3	Special Use Permits	9
PUDs	1	Text amendments	2
Site plans in BTR Park	2	Plan endorsements	2

Zoning Overlays	2	Wellhead standards	1
CIP for 2008	1	Street vacation	1

The rezoning requests reviewed by the PC included a parcel on Whites Road for the new Damon's Restaurant project, a parcel on Stonebrook Street for the Jaqua Real Estate project, and denial of rezoning a property on W. Michigan Avenue for a student apartment complex expansion. The Damon's project included the successful relocation of a house to a different site. Four of the special use permits that were approved by the PC were for church expansion projects. The approved PUD was for the new duplex project for Friendship Village on Drake Road. The text amendments that were approved were for various wording and regulation changes in the zoning ordinance, including expansion of the downtown Parking Exempt District.

The site plans that were reviewed and approved were for the new Fleis & Vandenbrink Engineering building in the BTR Park, and for expansion of the Southwest Michigan Innovation Center. The PC endorsed the Portage Street Streetscape Plan and the I-94 Business Loop Gateway Plan, and approved the Wellhead Protection Overlay. Wellhead Capture Zone Performance Standards were also approved. The CIP for 2008 was endorsed by the PC, and the southern portion of Lafayette Avenue was vacated to accommodate the expansion of the Knollwood Apartments complex.

The PC held a retreat on 06/14/07 at the Southwest Michigan Innovation Center in the BTR Park. Recent projects in the city were reviewed along with activities that are in the planning phase. A discussion of the Comprehensive Plan update process was held, including factors such as public school program and neighborhood development, inclusionary housing, protecting the environment, and historic districts.

Summary of Planning Division staff activities

The following is a list of significant activities completed by the Planning Division staff in 2007:

1. The Planning Division processed 71 site plan projects in 2007, compared with 50 projects in 2006. Of these, 65 plans were approved. Nearly \$17,000 in application fees was collected for the program. The Site Plan Review Committee convened 49 meetings for the purpose of reviewing the site plans, compared with 39 meetings during 2006.

Some of the more notable site plans included a building addition for Hicks Center at Kalamazoo College, a duplex project on Greenwood Avenue, the final office building development in front of Drake's Pond Apartments on Drake Road, the new fire training facility and sub-station for the Public Safety Department, substantial redevelopment for St. Thomas More Church, a duplex project for Friendship Village, redevelopment of the Damon's Restaurant site, redevelopment of the Kalamazoo Radiology site on S. Park Street, redevelopment of the Knollwood Apartments complex, the new Arboretum Road, an expansion of Kalamazoo Christian High School, and the City View Condominium project north of Crane Park. Fifty-seven site plan cases from 2007 and prior years were closed out through the inspection and enforcement process.

2. During 2007, 815 trees and 3,571 shrubs were planted or committed to be planted in the city for approved projects under the site plan review program. The total count for the program since its inception in 2000 is 6,165 trees and 19,461 shrubs.
3. A total of 66 text amendments to the zoning ordinance were approved by the City Commission in

March 2007. The changes included new and revised regulations for signs, parking lots, building designs, fencing, permitted uses, outdoor sales, ornamental lawn features, building set-backs, outdoor lighting, non-conforming dwellings, and reconciliation of inaccurate page and section references. Public hearings on the changes were held by both the Planning and City Commissions.

4. The Planning Division staff assisted the Public Services Department with the development of the new Wellhead Protection Ordinance and Performance Standards, which provides regulations for development on sites close to city wells. The ordinance was adopted by the City Commission in May 2007.
5. Planning Division staff assisted Economic Development Division with guidelines for the development of the River West project on the former KTS site. This will likely be the first major project in the Riverfront Target Area, and work on it will continue in 2008.
6. The S. Burdick Street streetscape enhancement project was completed in the fall of 2007. The upgrade, which was proposed in the South Side Plan, included new street lamps as well as brick corner and intersection treatments. Sidewalks were also replaced. The project was a continuation of the previous streetscape enhancement that occurred on South Burdick Street north of Crosstown Parkway, and extended southward to Emerson Street.
7. The grant application for the North Park/North Westledge Streetscape Plan was completed and submitted by the Planning Division for the 2008 MDOT Enhancement Grant Program. The application was not accepted for 2008 funding, but will be resubmitted for the 2009 grant period.
8. The existing conditions analysis for the Portage Creek Corridor project was completed in December 2007 by Fishbeck, Thompson, Carr & Huber, P.C. under contract with the City. This was the first step in creating a redevelopment plan for the corridor. The next step will be to select a planning consultant to work with the Planning Division staff and community stakeholders to write the Portage Creek Corridor Plan. This will occur in 2008.