

Agenda

City of Kalamazoo - Planning Commission

September 3, 2020

Electronic Meeting: Streamed on the City of Kalamazoo YouTube Channel and Facebook 7:00 p.m.

- A. Call to Order:
- B. Roll Call:
- C. Adoption of Formal Agenda:
- D. Approval of Meeting Minutes from July 29, 2020:
- E. Communications and Announcements:
- F. New Business:
- G. Public Hearings:
 - 1. P.C. #2020.12: Joy Abimbowo is requesting a special use permit to change the family day care to a group day care at 3069 Mt. Olivet Road. [**Recommendation: approve special use permit for the group day care**]
 - 2. P.C. #2020.13: The Boys & Girls Club of Greater Kalamazoo is requesting a special use permit to allow a community service center in an M-1 District at 825 and 847 Portage Street / 720 and 726 E. Vine Street. [**Recommendation: approve special use permit for the community service center**]
- H. Other Business:
- I. Citizens' Comments:
- J. City Commission Liaison Comments:
- K. City Planner's Report:
- L. Miscellaneous Comments by Planning Commissioners:
- M. Adjournment:

City of Kalamazoo
PLANNING COMMISSION
Special Meeting Minutes
July 29, 2020
DRAFT

Electronic meeting
under the authority of Executive Order 2020-110
issued by Governor Gretchen Whitmer

Members Present: Gregory Milliken, Chair; Emily Greenman Wright, Vice Chair; Shardae Chambers; Derek Wissner; Coreen Ellis; Brian Pittelko; Alfonso Espinosa; Sakhi Vyas

Members Excused: James Pitts

City Staff: Pete Eldridge, Assistant City Planner; Clyde Robinson, City Attorney; Beth Cheeseman, Executive Administrative Assistant; Joseph Ulery, Deputy Chief Information Officer; Neal Conway, Communications Coordinator

A. CALL TO ORDER

Commissioner Milliken called the meeting to order at 7:01 p.m.

B. ROLL CALL

Planner Anderson proceeded with roll call and determined that the aforementioned members were present.

C. ADOPTION OF FORMAL AGENDA

Planner Anderson clarified that the Annual Report is for 2019 and not 2018 as shown on the Agenda.

Commissioner Espinosa, supported by Commissioner Greenman Wright, moved approval of the July 29, 2020 Planning Commission agenda as amended. With a voice vote, the motion carried unanimously.

D. APPROVAL OF MINUTES

Commissioner Ellis, supported by Commissioner Chambers, moved approval of the May 7, 2020 Planning Commission minutes. With a voice vote, the motion carried unanimously.

E. COMMUNICATIONS AND ANNOUNCEMENTS

None.

F. NEW BUSINESS

None.

G. PUBLIC HEARINGS

Commissioner Milliken reviewed the process for the public to comment on the public hearings.

1. P.C. #2020.10: A request to rezone the subject lots from Zone CN-1 (Commercial – Neighborhood District) and Zone CC (Commercial – Community District) to Zone RM-36 (Residential – Multi Dwelling District): 118 Fellows Ave./ 110, 114, 120 and 124 Burr Oak St. **[Recommendation: The Planning Division supports a recommendation to the City Commission to approve the rezoning.]**

Commissioner Milliken explained that he needed to abstain from the discussion and vote on this item because he is a member of the KNHS board. Planner Anderson announced that Vice Chair Greenman Wright would be leading the discussion.

Planner Eldridge shared the maps and pictures of the properties. He stated there were five parcels in the proposed rezoning, all owned by KNHS. Some of the parcels were zoned CC and some were CN-1 with one parcel having split zoning. Planner Eldridge explained there is a mix of vacant, commercial and residential lots in the area with the predominant use being residential. KNHS is proposing infill housing for these sites. The lots are small and not easily developed for commercial use. Planner Eldridge spoke about the outreach efforts to the neighborhood. Planning staff sent out the usual mailings in the 300-foot radius of the properties. KNHS reached out to the Vine Neighborhood Association, and they provided a letter of support. Planner Eldridge forwarded that letter to the Planning Commissioners. KNHS sent letters to adjacent property owners and then sent fliers to three additional parcels in each direction of the area to be rezoned.

Planner Eldridge stated that the request is consistent with the 2025 Master Plan. The rezoning better aligns the zoning map with the future land use map. The commercial zoning designation hasn't brought significant changes to the interior of the block due to traffic flow and the small lot sizes. The infill housing will result in five new homes in the downtown. The zoning designation RM-36 extends up to all the properties, so this is a logical extension of that zoning district. Rezoning supports the Strategic Vision Goal of Complete Neighborhoods by creating a variety of housing types.

The applicant, Mr. Matt Lager, Executive Director of KNHS, shared that their mission is to foster homeownership and revitalize neighborhoods. They work with low- and moderate-income homeowners or prospective homeowners. Mr. Lager explained that their focus has been on the Vine, Northside, Edison and Eastside neighborhoods with a fair amount of time spent in the Oakwood and Stuart neighborhoods. He spoke about how a group of nonprofits (Building Blocks, the Vine Neighborhood Association, Community HomeWorks, KNHS, Kalamazoo Collective Housing, the Land Bank), and the City of Kalamazoo came together and pooled energies and resources in this area of the Vine neighborhood due to concerns of deteriorating conditions.

A few years ago, KNHS purchased 12 parcels in this area. They have rehabbed and sold four houses with two more slotted to be sold. They have partnered with Kalamazoo Collective Housing to rehab another one of those houses. KNHS just recently entered into an agreement where the Public Housing Commission purchased another house. Mr. Lager explained that all these houses are for residential use,

focused on low- and moderate-income residents - under 80% AMI. He shared that last year, in partnership with the Homebuilders Association, the City and LISC, they have been building infill houses. Mr. Lager explained that last year was a pilot year. They are looking to build four new houses on these lots now. FFE is providing some of the funding to make this possible. He said the housing they propose to build will be valued at about \$185,000 not including all the soft costs. The appraised values of homes that will sell in this area are in the \$140,000. Mr. Lager said that KNHS helps people with credit repair and home readiness. At any given time, they have a few dozen customers shopping for mortgages and houses. Each year they help 100 low to moderate income households become homeowners. He anticipates finding excited home buyers for these houses.

Mr. Matt Milcarek spoke about the project. Last year they used a two-story, three- or four-bedroom home model and built one home in the Eastside, Vine, Edison and Douglas neighborhoods. He said they will use the same model with some modifications based on feedback from last year's buyers. Mr. Milcarek said they will use appropriate design and setbacks to match the neighborhood. He was excited to share that they have arranged a pilot project to partner with Consumer's Energy this year. These homes will be very energy efficient, so homeowners should have very low energy costs. They will have solar rigs on the roofs. KNHS will be tracking energy uses and savings. Mr. Milcarek said these homes are high quality, and the buyers have been very satisfied.

Commissioner Espinosa asked Mr. Lager if the people going into the houses need credit repair and mortgage help, will they own the properties or rent them. Mr. Lager confirmed that all these properties will be for home ownership.

Commissioner Greenman Wright opened up the public comment portion of the hearing.

Ms. Tina McClinton, resident, asked Planning Commissioners to vote no on this item. She said that the Southtown neighbors were not notified about this rezoning. She said they should have been involved in this planning since it will affect their neighborhood.

Mr. Richard Stuart, resident, called to say that the parcels at 914 and 908 were shown in yellow as residential. He said that is not true. He recently sold those to the hospital, and they were zoned CC. Mr. Stuart said he fought to keep them CC because it raised the value of them. He asked Commissioners to vote no or postpone their vote until this can be presented to the Southtown neighborhood. He said it borders this property, but it was never brought to them for discussion. Mr. Stuart said they were excluded from the conversation. He believes that high-density residential like RM-36 can have a negative influence on surrounding properties. Mr. Stuart said he didn't think that good faith was done to include the neighbors. He also commented that they would like the Southtown Neighborhood Plan to be considered with all other neighborhoods. Mr. Stuart said they continue to be excluded and it is well known that they exist.

Commissioner Greenman Wright closed the public comment portion of the public hearing.

Commissioner Vyas, supported by Commissioner Espinosa, made the motion to approve P.C. #2010.10: the request to rezone the subject lots from Zone CN-1 (Commercial – Neighborhood District) and Zone CC (Commercial – Community District) to Zone RM-36 (Residential – Multi Dwelling District): 118 Fellows Ave./ 110, 114, 120 and 124 Burr Oak St.

Commissioner Vyas said it seemed like a great plan from KNHS. She appreciated the research that goes into rezoning and knowing the lots will be put to a use that aligns with Imagine Kalamazoo. She commented on the two callers not knowing about the zoning and asked City staff to talk about the protocol being used to inform neighbors about upcoming zoning changes.

Planner Anderson said the neighborhood map for the City shows these properties in the Vine neighborhood. The Vine neighborhood was consulted by the applicant and they provided a letter of support to him. That letter was given to the Commissioners as a result of that interaction. Planner Eldridge mentioned all of the activities done for outreach. Planner Anderson said that on occasion applicants present at neighborhood meetings. It is not currently required, and other methods are being used. Planner Anderson said that for the most part, the typical process was followed.

Planner Eldridge added that they did a 300-foot radius around the properties for the City mailings. He also sent an email to the Vine Neighborhood Director. Mr. Lager had already scheduled a Vine Neighborhood meeting at that time.

Commissioner Ellis asked about the process from start to finish to getting people inside a brand-new home. Mr. Matt Lager said they are a NeighborWorks organization, and they are a HUD certified counseling agency. They provide home buyer education and have home ownership coaches – financial capabilities and mortgage readiness. The education portion is an eight-hour course. They pull a full credit report and go through it with the customer to see how the loan officer will evaluate them. In that process, they create a customer action plan for each of them. Action plans can last from a few months to a number of years. Coaches meet with the customer on a monthly or quarterly basis. When a customer has achieved their goals on the plans, the coach does an assessment to see if the mortgage lender will say yes. If they believe it will be possible to get a mortgage, KNHS gives referrals to a number of lenders in the area. They will then assist the lender and the customer getting from that point to closing. In partnership with the City, there is down payment assistance available. Mr. Lager said they follow the national industry standards for coaching, and they meet HUD standards. He said they see 300 customers a year with 100 customers per year achieving home ownership.

Commissioner Chambers asked about the voice mails and the Vine Neighborhood. Planner Anderson responded that the addresses listed by the callers do not fall into the Vine neighborhood.

Planner Eldridge added that the parcels in yellow on the current land use map were residential along with an office on the property. It was zoned commercial, but it did have a residential unit on it. Planner Eldridge thought that was why the land use showed up as residential. The map hasn't been updated, but he said they will take care of that.

Roll call vote was taken, and the motion passed. Commissioner Milliken abstained.

1. P.C. #2020.11: Presentation of Parkview Hills Neighborhood Plan for incorporation into the 2025 Master Plan. This is a joint request of the Neighborhood Association of Parkview Hills (NAPH) and the City's Community Planning and Economic Development Department. The neighborhood plan draft document is available for review at <http://www.imaginekalamazoo.com/plans/#neighborhood-plans> [Recommendation: approve recommendation for neighborhood plan adoption by the City Commission]

Planner Anderson stated that Ms. Katie Reilly, Neighborhood Activator, was attending another meeting, so she would introduce the Parkview Hills plan. She said this is the seventh neighborhood plan to come before the Commission. Mr. Greg Nakken was present to speak to the plan. Planner Anderson explained that the Parkview Hills process started with the re-creation of their Neighborhood Association. They are continuing to meet and organize even after the planning pieces for this document were done. They used focus groups, community events, meetings and 1:1 discussion to engage their residents and stakeholders. Planner Anderson explained that the Parkview Hills neighborhood is unique because it was all created at once as a planned unit development. Their plan focuses on the strategic vision goals of connected city, inviting public places, environmental responsibility, safe community, youth development, complete neighborhood and good governance.

Mr. Greg Nakken from Parkview Hills spoke on behalf of the neighborhood. He said their neighborhood development began in the 70s as a result of the vision of H. Lewis Batts and the financial backing of Burton Upjohn. Mr. Nakken said that Parkview Hills reflects the philosophy of commitment to environmental sustainability within a relatively densely populated area. He said it is a beautiful property with hills, water features and walking trails. It is governed by an elected board of neighborhood residents, the Parkview Hills Community Association. They have 1900 residents, 776 housing units - comprised of nine different condominium associations, two apartment complexes and individual homes. The neighborhood plan was started in 2018. In 2019 a committee met with Katie Reilly, Neighborhood Activator, to understand the process of initiating a neighborhood association. He said they created a neighborhood association in conjunction with the Parkview Hills Community Association. Mr. Nakken said they continued to work on what was initiated in 2018. The plan was finished in March of this year and submitted for review and approval and to be incorporated into the 2025 Master Plan.

Mr. Nakken shared that they have already accomplished a couple of items. They have the goal to create a safe and accessible pedestrian network. Their neighborhood was developed without sidewalks and many people walk along the road and feel unsafe. Sidewalks would be difficult to install because of cost and limited space. They will have two speed monitors installed with the data to be sent to KPS. He said they hope this will slow the speed of traffic and show when traffic surveillance is best. Mr. Nakken said they have an environmental goal of reducing the impact of invasive species. They have a couple committees, Trails Committee and Natural Area Stewardship Committee, looking at the invasive species. They are also addressing erosion and catch basins throughout the neighborhood. He believes that neighborhood plans will allow them to partner with the City to complete goals and do projects.

Commissioner Chambers asked when the monitors tracking the speed would be installed. Mr. Greg Nakken said there is no date yet. Everything is in place. They are just waiting for the monitors. He suggested that the City's Traffic Engineer might be able to answer that question.

Commissioner Espinosa gave a quick observation. He said it is a great plan, but when he looked at the partners to be engaged, he was struggling to find the City of Kalamazoo. Planner Anderson said that the City is not listed with other action partners because they have their own column.

Commissioner Espinosa said it is awesome that some things are already complete. He believes it will be important for Parkview Hills and the Oakwood Neighborhood Association to collaborate on common goals because they are neighbors.

Commissioner Milliken didn't notice any reference to the commercial section of the neighborhood. He asked Mr. Nakken to speak to that.

Mr. Nakken said they do not share a commercial corridor with any neighborhood or along the main street. Within Parkview Hills they have a small privately owned retail area. He said they reached out to the owners, and they did not have any specific concerns. Mr. Nakken said they didn't have a lot of commercial goals simply because they don't share commercial property. He added that they are unique in the fact their neighborhood is completely developed. He didn't think there was space for additional commercial development.

Commissioner Espinosa asked if Greenleaf Boulevard was City owned or privately owned. Mr. Nakken said it is a City street. He said there are several other ancillary streets in the neighborhood that are City owned. The streets associated with the condominium associations are private.

Commissioner Milliken opened up the public comment portion of the hearing.

Planner Eldridge reported there were no public comments.

Commissioner Milliken closed the public comment portion of the hearing.

Commissioner Ellis asked what inspires them to keep going and how do they plan to continue to sustain themselves?

Mr. Nakken said, from a financial perspective, they pay city taxes. He explained there are additional assessments done and the money from that is used to sustain the Parkview Hills public property – trails, water ways, walkways.

Commissioner Greenman Wright, supported by Commissioner Ellis, made the motion to recommend the Parkview Hills neighborhood plan for adoption by the City Commission.

Commissioner Greenman Wright said it was a wonderful work and thanked Mr. Nakken for the thoughtful presentation.

Commissioner Milliken said he appreciated the history of the development. He said the Neighborhood Plan is consistent with the current Master Plan and the requirements of the ordinance.

Roll call vote was taken, and the motion passed unanimously.

H. OTHER BUSINESS

1. Annual meeting:
 - a. Review of annual report for 2019:

Planner Eldridge reviewed the Annual Report. Because of the late timeframe of the Annual Report (due to Covid-19), they have stretched the report to include some activities in the spring of 2020. Board members who moved on were Rachel Hughes-Nilsson, Charlie Coss, and Jack Baartman. Commissioners Coreen Ellis, Shardae Chambers, and Brian Pittelko came on the board. In 2019 there were nine regular meetings and one special meeting. Planner Eldridge mentioned they are linking Strategic Vision Goals with each item that has come before the board to make sure they're on track with the fulfillment of those goals. One rezoning was denied in 2019. It was an affordable housing project on Stockbridge Avenue with the Lyft Foundation. Planner Eldridge said the Lyft Foundation came back with a revised plan. They received a minor variance, and the project is moving forward in site plan review. He spoke about other notable items the Commissioners have reviewed: neighborhood plans, site plans in the WMU BTR park, demolition plans for the Sisters of St. Joseph church, and a site plan for the Bronson Hospital Cancer Center.

Planner Eldridge explained that the site plan review process is a responsibility of the Planning Commission that is delegated to staff. He said they did an update of the site plan process in 2018. Fully implemented the process in 2019. Site plan is a two-step process with pre-site plan meetings and full site plan meetings. Before Covid, they started reviewing and commenting on site plans digitally using Bluebeam software. Currently, they can review plans digitally and have Zoom meetings with applicants to talk about the plan. The site plans under review are posted on the website and are accessible to anyone who wants to look at them. There is a notification feature people can sign up for when new site plans are posted on the website. They can also specify to receive notice for certain neighborhoods. Properties within the NFP overlay go through an NFP site plan review in conjunction with the regular site plan review process to ensure that nothing is missed. They are preparing an online map to show where these site locations are for various projects. There were 70 pre-site plans submitted and 59 full site plans submitted.

He said they are doing public engagement in reference to an update of the NFP maps. They are making sure all the appropriate parcels are included. Planner Anderson is fully engaged in the downtown zoning process - D1, D2, and D3 districts – their boundaries and uses. Planner Eldridge reported that they should have a Transportation Planner in the Department before long.

Planner Eldridge said they continue to give the Commissioners the site plan spreadsheet to make sure they know of all the projects in the pipeline. In 2019, they had site plans for Graphics Packaging, Bronson Hospital Cancer Center, K-College Natatorium, a new hotel, and a number of medical marijuana provisioning centers. In 2020, they've had the Kalsee Credit Union project, an expansion at Vandersalm's Flower Shop & Garden Center, Graphics Packaging projects and the Kalamazoo Farmers Market expansion. They also had additional marijuana facilities approved.

- b. Site Plan Review Program administration discussion:

Planner Anderson asked Commissioners to renew the approval of the staff-run site plan process. She reported that the process is going well. The MEDC provided the City with Redevelopment Ready Certification. She said it was awarded, in part, because of a very smooth site plan process.

Commissioner Greenman Wright asked Planner Anderson to explain the criteria which bumps site plan to the Planning Commission.

Planner Anderson said the zoning code requires that any developments in WMU's BTR park go through the Planning Commission. Another reason site plans would come to the Planning Commission is if the Planning Commissioners requested to have a presentation on specific plans. Planner Anderson said they would continue to keep them up to date with a monthly list of site plans.

Commissioner Milliken said he thought the digital process that was adopted is great. He was glad that the site plan review process can continue even with the pandemic. Commissioner Milliken didn't think the board would be able to foster that type of growth and development. He was in favor of keeping the program as it is and letting the City handle that work as they are trained to do.

Commissioner Wissner, supported by Commissioner Vyas, moved to grant site plan administrative approval authority to staff for the next year. A voice vote was taken and passed unanimously.

b. Election of officers for the Planning Commission:

Chair

Commissioner Milliken expressed willingness to run for another term.

Commissioner Chambers, supported by Commissioner Wissner, nominated Greg Milliken for Chair of the Planning Commission.

No other nominations were offered.

A voice vote was taken, and the motion passed unanimously. Commissioner Milliken will continue as Chair of the Planning Commission.

Vice Chair

Commissioner Greenman Wright expressed willingness to run for another term.

Commissioner Vyas, supported by Commissioner Chambers, nominated Emily Greenman-Wright as Vice Chair of the Planning Commission.

No other nominations were offered.

A voice vote was taken the motion passed unanimously. Commissioner Greenman Wright will continue as Vice Chair of the Planning Commission.

Secretary

Commissioner Wissner expressed willingness to run for another term.

Commissioner Espinosa, supported by Commissioner Vyas, nominated Derek Wissner for Secretary of the Planning Commission.

No other nominations were offered.

A voice vote was taken, and the motion passed unanimously. Commissioner Wissner will continue as Secretary of the Planning Commission.

Commissioner Greenman Wright asked how many Commissioners would be rotating off the board the next term.

Planner Anderson said the terms expiring in March 2021 are Commissioners Greenman Wright, Pitts, and Ellis (she was serving a partial term).

I. CITIZENS' COMMENTS (Regarding non-agenda items)

None.

J. CITY COMMISSION LIAISON COMMENTS

None.

K. CITY PLANNER'S REPORT

Planner Anderson said two City led zoning items will come before them for review this fall. One item is the Natural Features Protection Phase II overlay update. They are doing some engagement online and at lunch time live.

The second item coming before them is the Downtown zoning. The downtown was divided from one large district into three different districts. She said they asked the community to take a look at a map, do walking tours and give feedback. The next activity will be a review of dimensional standards and uses in those three districts. They will also look at where adult use marihuana businesses would be located downtown. Engagement will include a survey online and attendance at lunchtime live.

Commissioner Milliken asked how that process relates to what they did several months ago.

Planner Anderson said that several months ago they created three districts, including uses and dimensional standards. She said they will be reviewing to confirm with the public now that it has been mapped. They will need to add adult use marihuana to the uses and anything else that may come up.

Planner Anderson reported that the NFP ordinance received the Planning Award of Excellence for Environmental Projects.

Attorney Robinson reported there was a tree protection ordinance adopted by Canton Township and that our ordinance is similar. The Canton ordinance was challenged in federal court and was struck down in part. He said he will keep his eye on that case and will keep the Commissioners informed.

Planner Anderson said the next night they would have their first in-person engagement activity since Covid. It is a Traffic Calming Information Meeting in LaCrone Park from 5:30-7:30pm. They will discuss traffic calming solutions that the City will pilot in the Northside. People will hear a presentation and see a demonstration. Those will run every half hour. She encouraged people to wear a mask and come out the next night.

Commissioner Milliken said that was good to see and thought they would learn a lot from that.

L. MISCELLANEOUS COMMENTS BY PLANNING COMMISSIONERS

Commissioner Chambers commented that they did an approval for Lakeside. Since the facility lost their license and are about to close, she wondered if the project just falls away. Attorney Robinson responded that the special use permit goes with land. He said it is possible that a new entity could come in and take advantage of that unless it expires first.

Commissioner Espinosa asked for a list of permitted uses for each zone district to be included in the staff reports. It would be a quick way to see all the possible uses when they review the packet. Planner Anderson said they can provide the use table as part of the packet or reference it online.

Commissioner Milliken asked if there was a Planning Commission meeting for August. Planner Anderson said there were no items for that meeting, so it was cancelled.

Commissioner Ellis reminded Commissioners to remember to vote.

Planner Anderson reminded Commissioners that the next Planning Commission meeting is before Labor Day. It will be a virtual meeting on Thursday, September 3rd.

M. ADJOURNMENT

Commissioner Milliken adjourned the meeting at 8:48 pm.



Planning Commission Staff Report

TO: City of Kalamazoo Planning Commission

FROM: Christina Anderson, AICP, City Planner
Prepared by: Pete Eldridge, AICP, Assistant City Planner

DATE: September 3, 2020

SUBJECT: P.C. #2020.12: 3069 Mt. Olivet Road. Request for a special use permit to expand the day care operation from a family day care (capacity one to six children) to a group day care (capacity seven to twelve children).

BACKGROUND

Project Description

The property is located in Zone RS-5, Residential – Single Dwelling District, in the Burke Acres Neighborhood. The surrounding properties are also located in Zone RS-5 and contain single-family dwellings. The one-story single-family home was built in 1953 has 907 square feet of living space. The home has three bedrooms, one full bathroom. The fenced rear yard contains a shed and mulched area with an outdoor play structure and toys. The front yard has a double lane driveway. Ms. Abimbowo has been licensed to operate a family day care since 2019 at this location. She currently has children ranging from 6 months to 12 years of age. A day care license allows for infants through 12 years of age.

Ms. Abimbowo is at capacity now and serves first and second shift workers. She is open Monday through Friday from 6 AM to Midnight. Currently, her last child gets picked up at 11:30 PM. She is closed on Saturday and Sunday.

MASTER PLAN & STRATEGIC VISION ALIGNMENT

The Future Land Use Map in the 2025 Master Plan denotes the subject parcel as R-1 Residential which is described as the lowest intensity residential. Home day cares are an appropriate land use in R-1 Residential.

The request meets the ‘Complete Neighborhoods’ goal of the Strategic Vision pertaining to creating areas that support the full range of daily needs of the community. Neighborhood-based day care uses facilitate ease and convenience for those residents living nearby who need such a service.

COMMUNITY ENGAGEMENT

Public Hearing Notices

Notice of the public hearing was published in the Kalamazoo Gazette and notices sent to all property owners within 300 feet of the subject property on August 19, 2020.

Additional Outreach

The applicant has gone door to door to explain her plans to expand the day care operation to the neighbors. Letters of support from her neighbors will be provided before the meeting.

REVIEW CRITERIA

The Planning Commission's role is to approve or disapprove special use permit requests based on the following criteria from Chapter 8 of the Zoning Ordinance. Staff's opinion of the level of conformance of the project with the criteria is provided in the bolded text.

1. That the proposed special use is appropriate for its proposed location and compatible with the character of surrounding land uses and the uses permitted in the zone district(s) of surrounding lands.

The subject property is 64.5 feet in width and 132 feet in depth. The property is bordered by other single-family homes. Child day care uses are common in residential neighborhoods. The operation will be licensed and monitored by the State of Michigan.

2. That the proposed special use complies with Sec. 4.2: Use Standards of the zoning ordinance.

The existing day care operation meets all the additional requirements for a group day care listed in Chapter 4.2 K 2, which include: house appearance must remain similar in character to the neighborhood, an outdoor play area of a minimum of 100 square feet be provided and the outdoor play area must be fenced.

3. That the location and design of the proposed special use minimizes adverse effects, including visual impact of the proposed use on adjacent lands by: 1) avoiding significant adverse impact on surrounding lands regarding service delivery, parking and loading, odors, noise, glare, and vibration, and does not create a nuisance; 2) retaining, to the greatest extent possible, the natural features of the landscape where they provide a barrier or buffer between the proposed special use and adjoining lands; 3) locating buildings, structures, and entryways to minimize impact; and, 4) providing appropriate screening, fencing, landscaping, and setbacks.

The house and property are residential in use and appearance. The group day care category allows up to twelve children. An occupancy inspection is required by the Building Official for increase children to confirm all life/safety codes are met. As is required for group day care homes, children will only be allowed to play outside with proper supervision. Fenced play area already exists.

4. That the proposed special use minimizes environmental impacts and conforms to all relevant environmental protection standards of this ordinance, or any other state or federal laws.

The group day care use is not anticipated to have any negative environmental impacts on the property or on adjacent properties

5. That there is adequate road capacity available to serve the proposed special use.

The existing road capacity will be sufficient to accommodate the traffic for the proposed use.

6. That the proposed special use is designed to ensure safe ingress and egress onto the site and safe road conditions around the site.

The existing two-lane wide driveway will be adequate to accommodate the proposed use. The day care children will be dropped off/picked up from the driveway.

7. That there are adequate potable water, wastewater, solid waste, park, police, and fire/EMS facilities to serve the proposed special use.

The site is adequately served by all services.

8. That the proposed special use is located and designed so that adequate access onto the site is provided for fire, police, and EMS services.

Adequate access will continue to be provided on the site for emergency services.

9. That the proposed special use complies with the appropriate standards in Chapter 6: General Development Standards and Article 7 Parking and Loading of Chapter 50.

Staff believes the proposed use complies with the standards in Chapter 6 pertaining to off-street parking.

10. That the proposed special use complies with all standards imposed on it by all other applicable provisions of the ordinance for use, layout, and general development characteristics.

Staff believes the proposed use meets the applicable provisions of the Zoning Ordinance.

RECOMMENDED ACTION

The staff recommends that the Planning Commission approve the special use permit request for the group day care use for seven (7) to twelve (12) children, with the following condition:

1. The group day care use shall not be operated until the required license is obtained from the State of Michigan.

Attachments:

1. Special Use Permit Application
2. Photos of Dwelling and Property
3. Aerial Map
4. Existing Zoning Map
5. Existing Land Use Map
6. Future Land Use Map



Application for Special Use Permit

Fully completed application, fee, and all related documents must be returned to the Community Planning and Development Department at least four (4) weeks prior to the Planning Commission Meeting.

Please Include the \$ Fee

SU-2/5

Return to the Community Planning and Development Department, 415 Stockbridge Avenue, Kalamazoo, MI 49001

A. Applicant Information

Name of Applicant Joy ABIMBOWO Phone 269 491 3874
Address 3069 MOUNT OLIVET ROAD Fax _____
City KALAMAZOO State MICHIGAN Zip 49004

[If the applicant is not the property owner, a letter signed by the owner agreeing to the Special Use Permit must be included with the application]

Kayjoycelyn@yahoo.com

Owner of Parcel [if different than applicant] _____ Phone _____
Address _____ Fax _____
City _____ State _____ Zip _____

Provide names and addresses of any other person having a legal or equitable interest in the property

B. Property Information

Street or Street Address 3069 MOUNT OLIVET ROAD, KALAMAZOO MI 49004
This property is located between Alpine street
and Brook street, on the
 north south east west side of the street.

Number of acres 8,494 sqft lot.

Legal Description of the property [may be on a separate sheet attached to this application] A Single family home, 3 bedroom, 1 Bath, 1,357 sqft.

C. Purpose of Request [describe briefly the nature of your request] ZONING APPROVAL.
SPECIAL USE PERMIT FOR GROUP
HOME DAYCARE OF 7-12.

- D. Attachments [8 – 24” x 36” prints; 2 – 11” x 17” prints]
- Development Site Plan
 - Topographic Map
 - Architectural Renderings [may be waived by the City Planner]

This application shall be completed in full and accompanied by all supporting data and the application fee before it will be accepted by the City of Kalamazoo.

Signature of Applicant [Signature] Date 08/05/2020

Signature of Owner (if different than applicant) _____ Date _____

THE CITY OF KALAMAZOO

To: Peter Eldridge

From: Joy Abimbowo

Date: August 05, 2020

My name is Joy Abimbowo, I am applying for a special use permit to enable my home to be used as a group home daycare that holds 7-12 children. I currently have a home daycare that can hold up to 6 children.

My house is situated at 3069 Mount Olivet road, a single family home with a large living room, 3 bedrooms, bathroom, kitchen and a finished basement. I use bedroom 1 and bedroom 2 (as provided in the attached drawing) as the current children's naptime areas. This house has central air conditioning. The large living room area is used for playtime and circle time which includes, engaging the children in a discussion, reading a book aloud, and/or sing-alongs. The bathroom is on the main level so it is easily accessible to both children and parents. The kitchen is where I meal prep breakfast and lunch for the children. Parents are not required (but are welcome) to bring food.

Off the kitchen is a door that leads to the backyard, this is where we have a playground surrounded by mulch for soft padding. There is a storage shed that remains locked at all times. The big backyard is completely fenced around to ensure the children's safety. I have numerous toys and even children picnic tables for the kids to rest if they get tired.

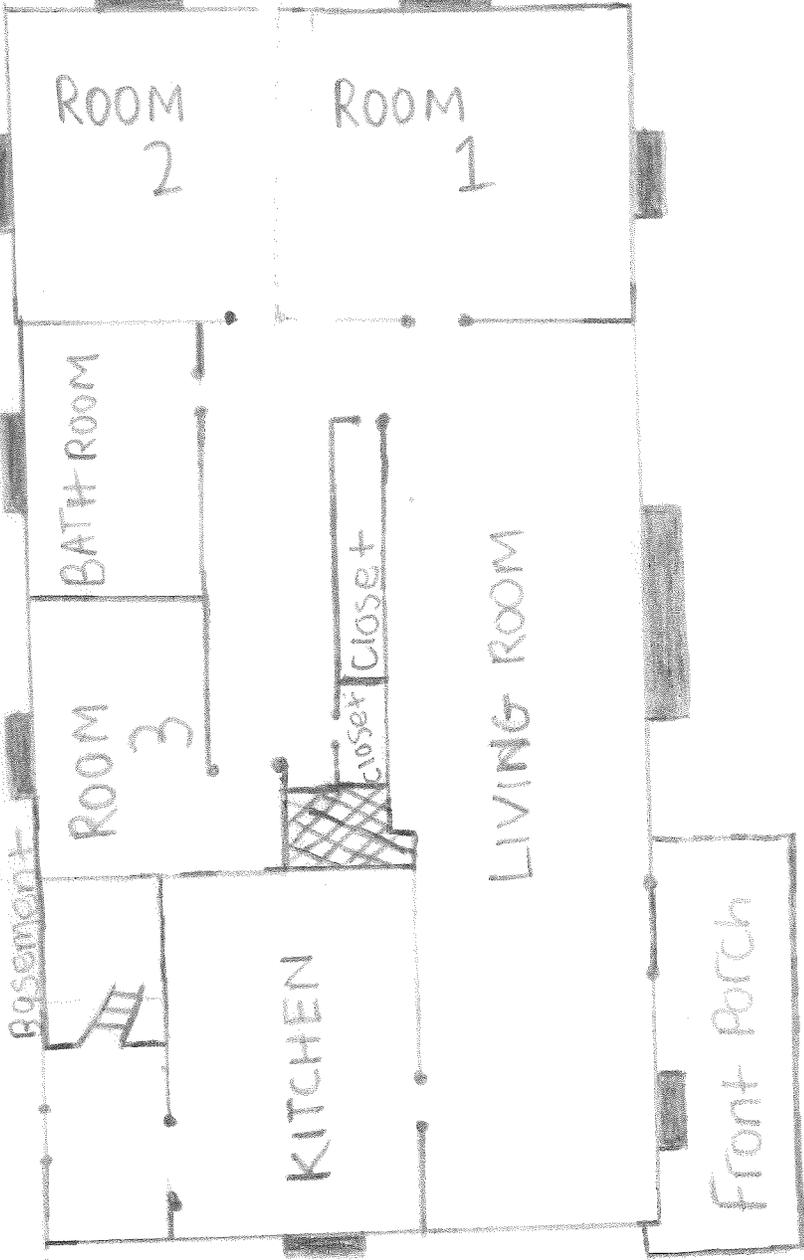
In the front of the house, I have a driveway that will allow adequate parking of 4 cars so parents can drop-off and pick-up their children. The road is wide enough that if it was necessary the parents could also use the side of the road to drop-off or pick-up.

Sincerely,

Joy Abimbowo

SHED

BACK YARD



DRIVE WAY

MOUNT OLIVET ROAD

- - - Fence
 ■ Window
 • Door
 • Door
 - - - Inside walls

3069 MOUNT
 OLIVET ROAD
 KILMARA 200 MI
 49004

GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
License for the Care of Children

P242307

Facility Name:
Margaret Home Daycare
3069 Mount Olivet Road
Kalamazoo, MI 49004

Licensee:
Abimbowo, Joy
3069 Mount Olivet Road
Kalamazoo, MI 49004

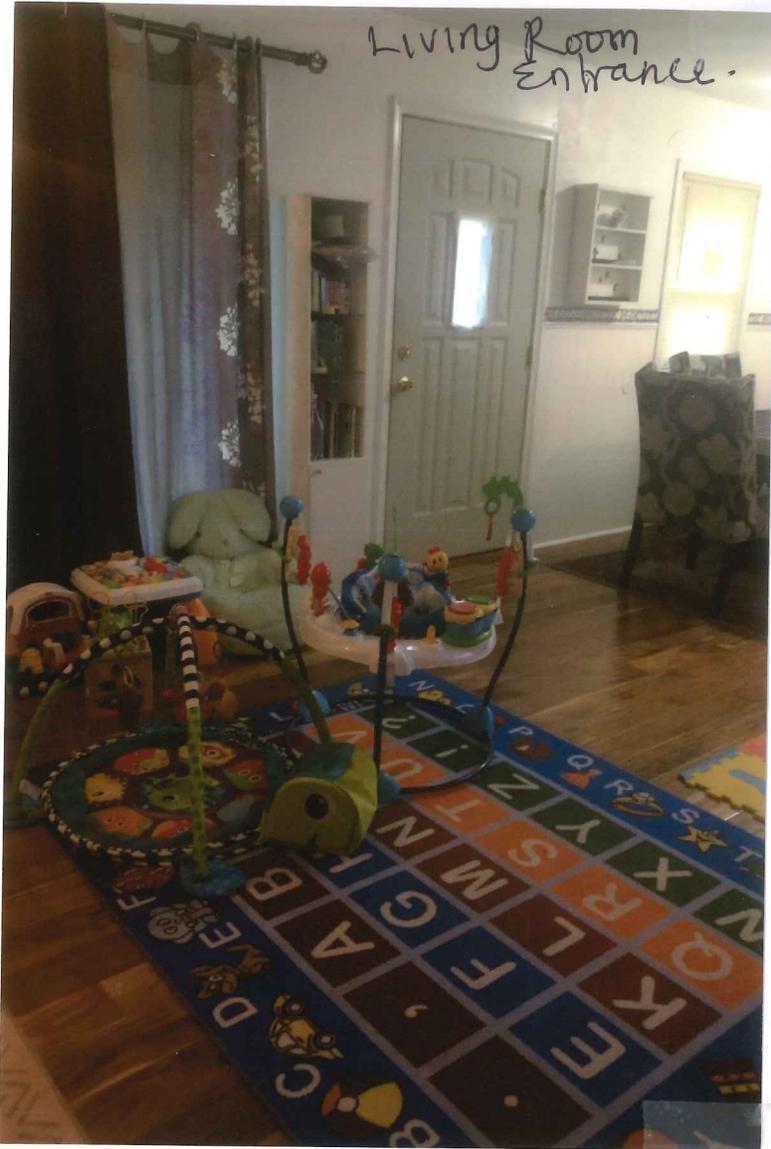
LICENSE NUMBER
DF390399326
EFFECTIVE DATE
02/13/2020

CAPACITY
6
EXPIRATION DATE
02/12/2022

STATUS
REGULAR

Issued in accordance with Act 116, Public Acts of 1973, as amended,
being the Child Care Organizations Act.

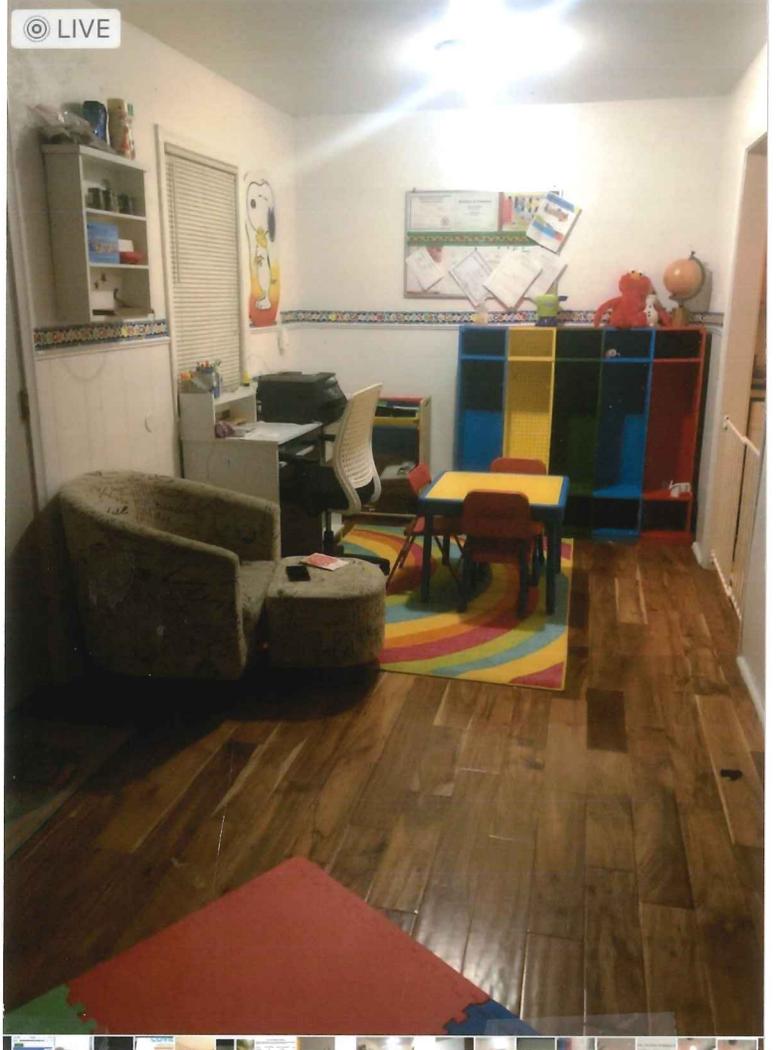
Living Room Entrance.



June 6 10:18 PM

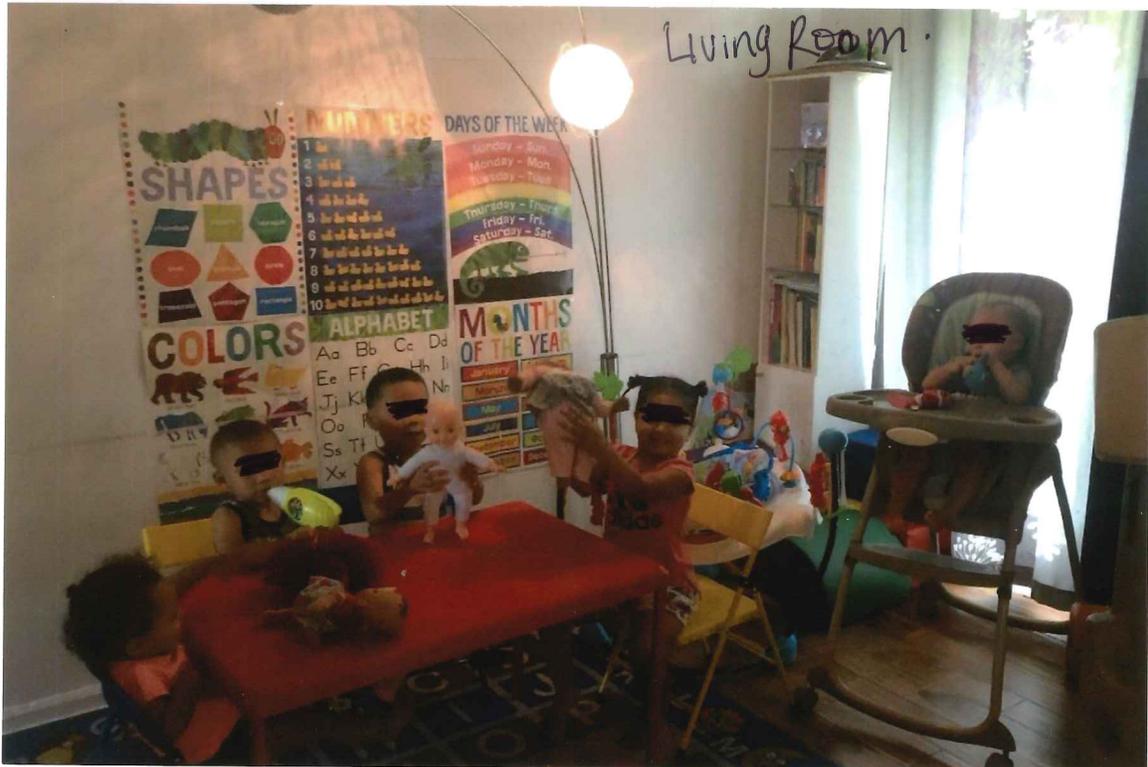
LIVE

LIVING ROOM



Living room with play table

Living Room.



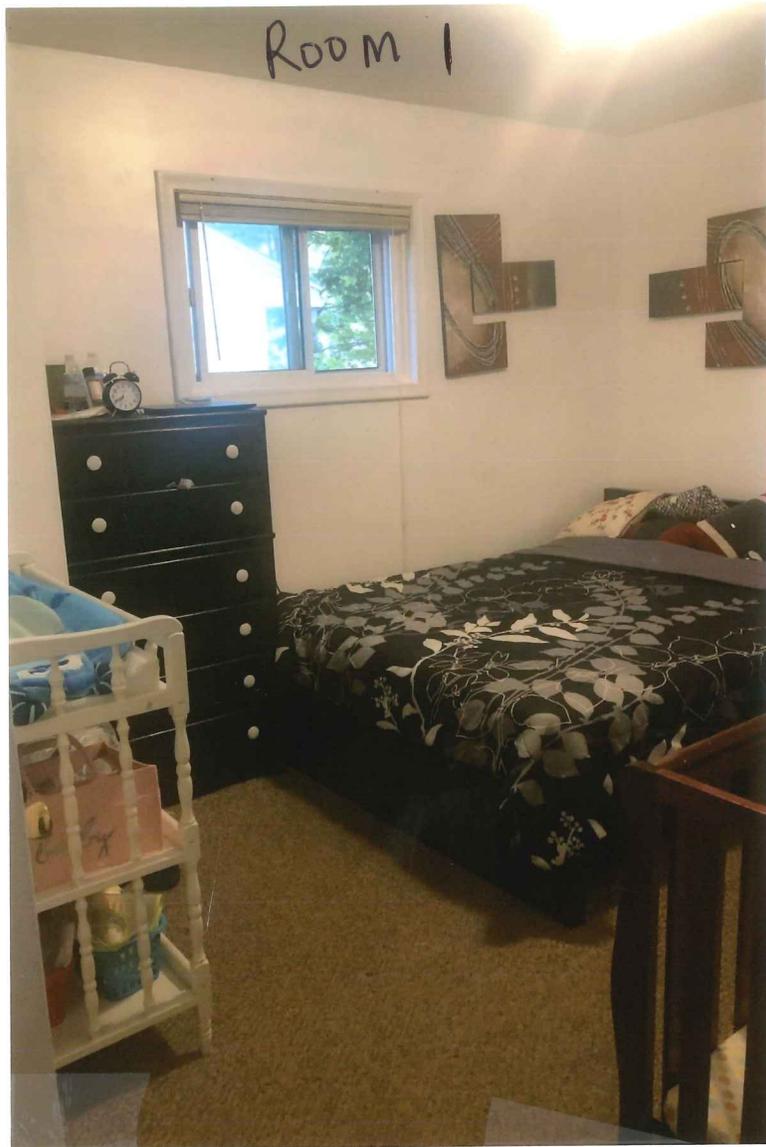
3069 Mt. Olivet



CHANGING Area in
Room 1

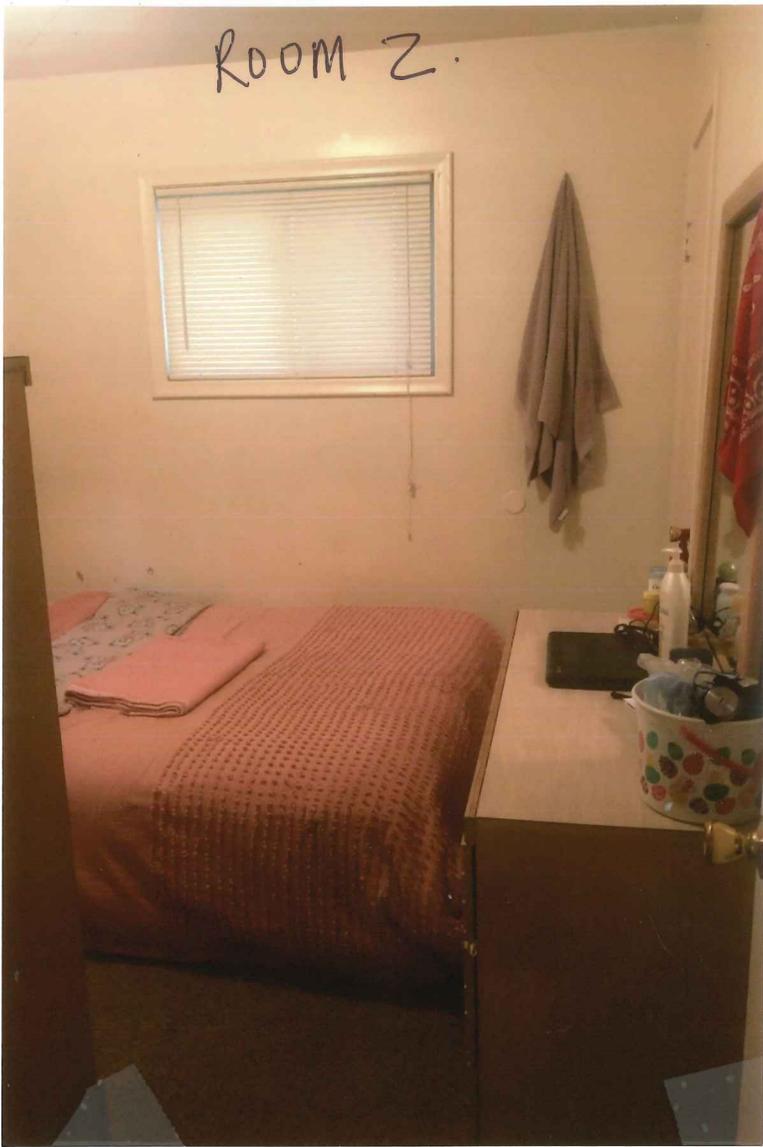


Room 1



Room 1



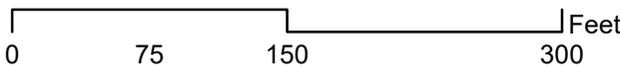




P. C. #2020.12 - 3069 Mt. Olivet Road Special Use Permit for Group Daycare



P. C. #2020.12 - 3069 Mt. Olivet Road
Special Use Permit for Group Daycare

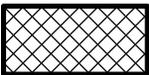


P. C. #2020.12 - 3069 Mt. Olivet Road
Special Use Permit for Group Daycare

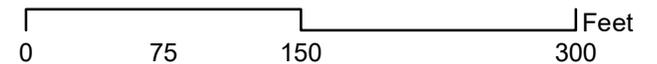


**EXISTING
LAND USE**

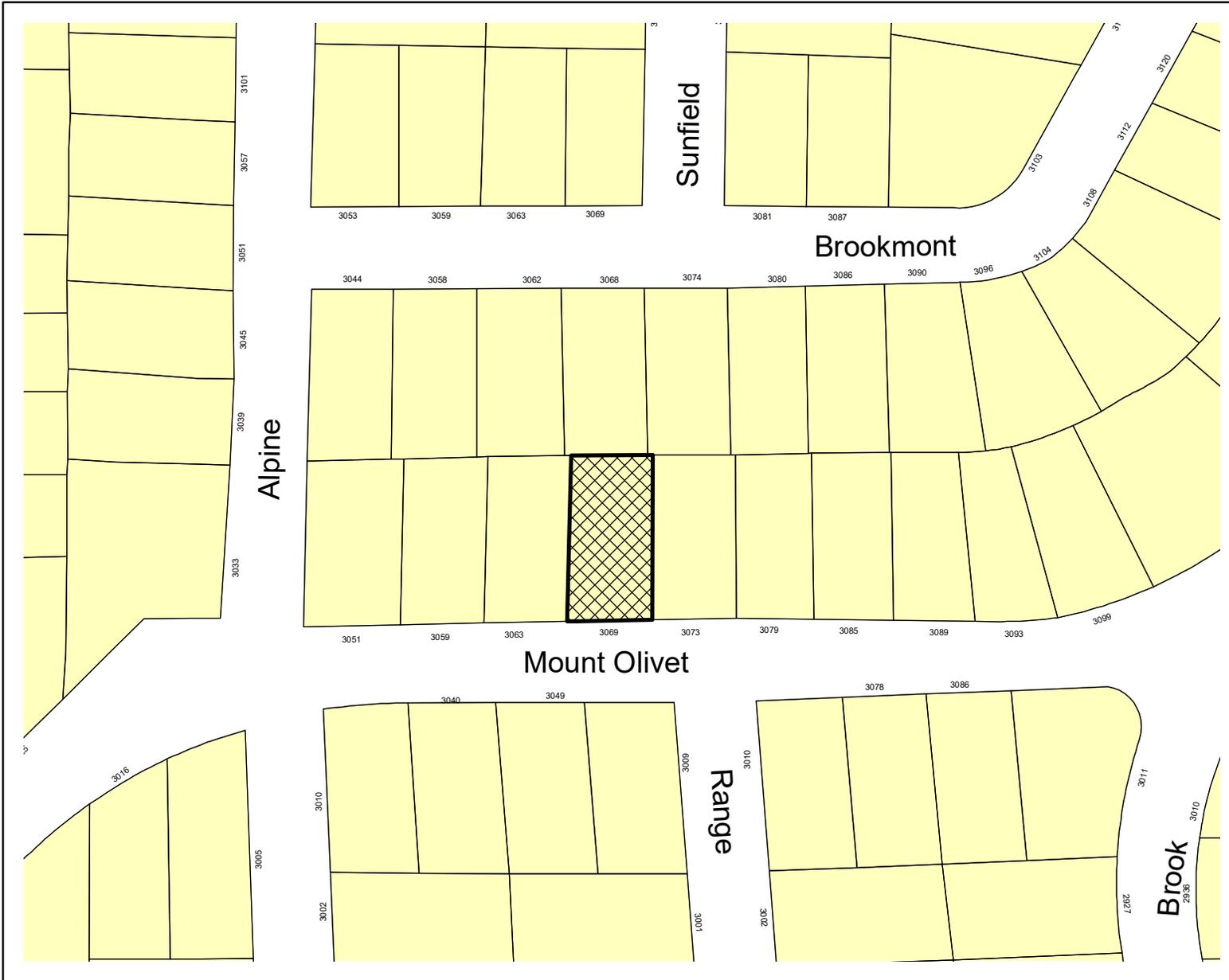
-  Commercial
-  Vacant
-  Residential
-  Industrial
-  Tax Exempt



P. C. #2020.12 - 3069 Mt. Olivet Road
Special Use Permit for Group Daycare



P. C. #2020.12 - 3069 Mt. Olivet Road Special Use Permit for Group Daycare



FUTURE LAND USE

 R1-Residential



P. C. #2020.12 - 3069 Mt. Olivet Road
Special Use Permit for Group Daycare



0 65 130 260 Feet



Planning Commission Staff Report

TO: City of Kalamazoo Planning Commission

FROM: Christina Anderson, AICP, City Planner
Prepared by: Pete Eldridge, AICP, Assistant City Planner

DATE: September 3, 2020

SUBJECT: P.C. #2020.13: 825 and 847 Portage / 720 and 726 E. Vine St. Request for a special use permit to allow as community service center in an M-1 District.

BACKGROUND

Project Description

The Boys & Girls Club of Greater Kalamazoo has been providing youth programming for personal, educational and professional development for almost 70 years in Kalamazoo. This organization currently has three satellite locations: Douglass Unit on West Paterson St., Lake Street Unit on Lake St., and Northeastern Unit on Gertrude St. (Kalamazoo Twp). The Boys & Girls Club has three focus neighborhoods and intends to continue to have a presence in these three neighborhoods: Northside, Edison and Eastside.

The Boys & Girls Club of Greater Kalamazoo is in the process of purchasing the above-mentioned parcels which total 1.47 acres. A two-story building (approximately 30,000 square feet) is proposed on this site which is the former location of Grape Vine Furniture. The proposed facility will house administrative offices as well as programming space and a gymnasium. The sketch site plan shows the proposed building set forward on the property close to the frontage of E. Vine Street and Portage Street. The main entrance will be on the Portage Street side of the building. The parking lot and drop-off area will be accessed off a driveway on Jackson Street.

All four parcels are currently vacant. The parcels are currently zoned M-1, Manufacturing – Limited District. A community service center use is listed as a special use in Zone M-1.

MASTER PLAN & STRATEGIC VISION ALIGNMENT

The City's Master Plan 2025 identifies this area as more appropriate for a mix of uses and work has begun on rezoning of this area to the Live-Work 1 and Live Work 2 Zone Districts which would align with the Boys & Girls Club facility.

The Future Land Use Map in the 2025 Master Plan denotes the subject parcel as Neighborhood Edge which is intended to allow for a mix of small-scale development in areas serving as a

transition along more intense commercial development and along key street corridors. A community service center fits this vision for a mix of uses in this area. The request meets the Shared Prosperity goal of the Strategic Vision pertaining to ‘Youth Development’ for youth support services and ‘Complete Neighborhoods’ for alignment of land uses with needs of the neighborhood.

COMMUNITY ENGAGEMENT

Public Hearing Notices

Notice of the public hearing was published in the Kalamazoo Gazette and notices sent to all property owners within 300 feet of the subject property on August 19, 2020.

Additional Outreach

The applicant will conduct outreach via direct contact with the neighboring businesses and property owners to explain the project proposed. Contact has also been made the Kalamazoo Edison Neighborhood Association.

REVIEW CRITERIA

The Planning Commission’s role is to approve or disapprove special use permit requests based on the following criteria from Chapter 8 of the Zoning Ordinance. Staff’s opinion of the level of conformance of the project with the criteria is provided in the bolded text.

1. That the proposed special use is appropriate for its proposed location and compatible with the character of surrounding land uses and the uses permitted in the zone district(s) of surrounding lands.

The subject property is bordered by three public streets. Portage Street is a connector street which are designated as cross-city access routes for all modes of transportation. This block is also on a bus route for Kalamazoo County Metro Transit. This location is compatible with the mix of uses in the area including a real estate office, used car sales, other nonprofits like Loaves and Fishes, a fast food restaurant and retail businesses.

2. That the proposed special use complies with Sec. 4.2: Use Standards of the zoning ordinance.

Community Service Centers are a vital part of a thriving neighborhood. Community Service Centers are allowed by right or by special use permit in all zone districts which indicates the importance of these facilities. The Boys & Girls Club has dedicated services to the Edison Neighborhood for decades and has indicated that this new location is conveniently located to attract and serve youth from multiple neighborhoods. Per the additional criteria for approval of a Community Service Center in Chapter 4, Section 4.2K, this facility will be able to operate within the Noise Ordinance standards as youth programs will be conducted within the building.

3. That the location and design of the proposed special use minimizes adverse effects, including visual impact of the proposed use on adjacent lands by: 1) avoiding significant adverse impact on surrounding lands regarding service delivery, parking and loading, odors, noise, glare, and vibration, and does not create a nuisance; 2) retaining, to the greatest extent possible, the natural features of the landscape where they provide a barrier or buffer between the proposed special use and adjoining lands; 3) locating buildings, structures, and entryways to minimize impact; and, 4) providing appropriate screening, fencing, landscaping, and setbacks.

This will be new construction and will require Site Plan Review approval. Building will be set forward on the property with landscaping and lighting proposed in compliance with the Zoning Ordinance. Front entry will be located on the Portage Street side of the building. Access to the parking lot and drop-off area will be from Jackson Street.

4. That the proposed special use minimizes environmental impacts and conforms to all relevant environmental protection standards of this ordinance, or any other state or federal laws.

The community service center use is not anticipated to have any negative environmental impacts on the property or on the adjacent neighborhood.

5. That there is adequate road capacity available to serve the proposed special use.

The existing road capacity is more than sufficient to handle the traffic for this community service center use.

6. That the proposed special use is designed to ensure safe ingress and egress onto the site and safe road conditions around the site.

The proposed off-street parking and drop-off will be from the south side of the site along Jackson Street. This project will result in the closure of multiple extra curb cuts along Portage Street and E. Vine Street

7. That there are adequate potable water, wastewater, solid waste, park, police, and fire/EMS facilities to serve the proposed special use.

The site is adequately served by all services.

8. That the proposed special use is located and designed so that adequate access onto the site is provided for fire, police, and EMS services.

Adequate access will continue to be provided on the site for emergency services.

9. That the proposed special use complies with the appropriate standards in Chapter 6: General Development Standards and Article 7 Parking and Loading of Chapter 50.

The project requires Site Plan Review approval. All elements of the site will be required to comply with the above ordinance regulations referenced. The required number of off-street parking spaces is not known at this time as the actual building size has not been determined. Additionally, required off-street parking may be located on other parcels within 660 feet of the development.

10. That the proposed special use complies with all standards imposed on it by all other applicable provisions of the ordinance for use, layout, and general development characteristics.

This project requires Site Plan Review approval.

RECOMMENDED ACTION

It is recommended that the Planning Commission approve the special use permit request.

Attachments:

1. Special Use Permit Application
2. Aerial Map
3. Existing Zoning Map
4. Existing Land Use Map
5. Future Land Use Map



Application for Special Use Permit

Fully completed application, fee, and all related documents must be returned to the Community Planning and Development Department at least four (4) weeks prior to the Planning Commission Meeting.

Please Include the \$375.00 Fee

SU-2/5

***Return to the Community Planning and Development Department,
415 Stockbridge Avenue, Kalamazoo, MI 49001***

A. Applicant Information

Name of Applicant Boys & Girls Clubs of Greater Kalamazoo Phone (269) 349-4485
Address 915 Lake Street Fax (269) 383-2642
City Kalamazoo State Michigan Zip 49001

[If the applicant is not the property owner, a letter signed by the owner agreeing to the Special Use Permit must be included with the application]

matt@bgckzoo.org

Owner of Parcel [if different than applicant] N/A Phone _____
Address _____ Fax _____
City _____ State _____ Zip _____

Provide names and addresses of any other person having a legal or equitable interest in the property

N/A

B. Property Information

Street or Street Address 825 Portage St. - 847 Portage St. - 720 E. Vine St. - 726 E. Vine St.
This property is located between Portage Street, Vine Street street
and Jackson Street street, on the
 north south east west side of the street.

Number of acres 1.47 acres

Legal Description of the property [may be on a separate sheet attached to this application]

The subject property consists of four (4) legal parcels of land occupying approximately 1.47 acres. Please see Title paperwork separately attached with the application for more legal documentation.

C. Purpose of Request [describe briefly the nature of your request]

Request for a Special Use Permit for consideration as a Community Service Center Use.

D. Attachments [8 - 24" x 36" prints; 2 - 11" x 17" prints]

- Development Site Plan
- Topographic Map
- Architectural Renderings [may be waived by the City Planner]

This application shall be completed in full and accompanied by all supporting data and the application fee before it will be accepted by the City of Kalamazoo.

[Signature]
Signature of Applicant

8/4/2020
Date

Signature of Owner (if different than applicant)

Date

Helping to Build Dreams

*“What lies behind us and what lies before us are tiny matters compared to what lies within us.”
-Ralph Waldo Emerson*

Every day, youth in our community leave school at the end of the day or go a full summer unaware of any place to consistently go with resources to meet daily and/or basic needs. Without supervision and positive activities to engage their interest and attention, youth can find themselves engaging in behaviors or circumstances that can have a negative and/or prolonged impact their futures. Too often, youth living in environments with daily exposure to substance abuse, criminal activity, limited academic support or resource outlets, increased rates of unemployment and housing insecurity, limited food access, and other disparate societal challenge can result in prolonged need to exist in a state of survival instead of living an independent and self-sufficient life.

The Boys & Girls Clubs of Greater Kalamazoo is here to fill that gap by providing educational and recreational after school programs free of charge to youth in the community. The Club, operating in Kalamazoo since 1953, is dedicated to ensuring that children and teens in our community have a safe, consistent place to go with access to quality programs and services, and caring relationships with people that enhance their lives, help shape their futures, and empower them to reach their full potential.

We have three Clubs located in neighborhoods where youth development opportunities are greatly needed:

- Lake Street Unit located in the Edison Neighborhood
(915 Lake Street, Kalamazoo, MI 49001)
- Douglass Unit located in the Northside Neighborhood
(1000 W. Paterson Ave., Kalamazoo, MI 49007)
- Northeastern Unit located in the Eastside Neighborhood
(2433 Gertrude St., Kalamazoo, MI 49048).

Why these 3 target neighborhoods for programs & services? These neighborhoods are statistically recognized as the three most socio-economically depressed neighborhoods in the Kalamazoo community. According to the U.S. Census data, 44.73% of households are financially below the Federal Poverty Level, 34.73% of neighborhood residents did not graduate from high school, and 22.36% are single parent (female led) households (*U.S. Census – American Community Survey; 2017*). The need for positive youth programming and adult mentors is high in these areas.

The Boys & Girls Clubs of Greater Kalamazoo offers daily after-school and summer enrichment programming at each Club during winter, spring and summer breaks. Our goal is to ensure when youth are out of school, Clubs are open and provide a safe, caring and positive environment for them throughout the year.

Boys & Girls Clubs has served the Kalamazoo community for over 66 years with an annual budget of \$1.4 million serving youth between the ages of 5-19. In 2018-2019, the organization impacted the lives of 1,310 registered members and a total of 6,589 individuals (more than 3,674 community youth and 2,915 adults) with a staff of 44 and the help of 554 community volunteers. The Club has four core beliefs that were developed with help of the youth we serve. They include:

- Providing a safe place to learn and grow.
- Ongoing relationships with caring, adult professionals.
- Life-enhancing programs and character developing experiences.
- Hope and opportunity.

The Boys & Girls Club is committed to providing an atmosphere that encourages dreams, builds friendships, fosters honest relationships, and partners with area youth to help them through their struggles while celebrating with them in their accomplishments. Our core, targeted program areas include:

- **Character & Leadership Development:** We empower youth to support and influence their Club and community, and work to help them develop a positive self-image, all while participating in the democratic process. Emphasis is placed on respecting all cultures and working to understand everyone's individual importance.
- **Education & Career Development:** We enable youth to become proficient in basic education disciplines, providing the ability to apply learning to everyday situations. Tutoring and homework assistance is offered five days a week, with one-on-one tutoring available when requested.
- **Health & Life Skills:** We encourage young people to engage in positive behaviors that nurture their own well-being and helps them set personal goals and live successfully as a self-sufficient, healthy individual.
- **Participating Arts:** We engage with youth to explore creativity and cultural awareness through appreciation of the visual arts, performing arts, digital arts and creative writing.
- **Sports & Recreation:** We encourage youth to develop an understanding and passion for fitness, sportsmanship and teamwork. With different sports leagues and daily gym activities, area youth always have an opportunity to be active.

In addition to these targeted programs, Boys & Girls Clubs also provides over 50 additional year-round programs and services for both youth and families such as STEAM (Science, Technology, Engineering, Arts and Math) Learning, daily homework assistance and reading readiness, mindfulness and meditation, trauma-informed care, social-emotional learning and support, and basketball leagues to name a few.

Boys & Girls Clubs has also recently added to its staffing model a Family Support Coordinator to provide extended service to members and families with the goal of increasing positive member behavior for youth as well as wrap around services to the entire family. This position will also be responsible for building partnerships with other community organizations to 1) create within the organization and all service units safe, inclusive and social-emotional supportive environments, and 2) support members in addressing past, unhealthy choices and relationships, while encouraging skills that result in positive, healthy life choices in the future.

We are also proud that Boys & Girls Club is dedicated to meeting a very basic need by providing daily meals and snacks to all Club members (at no cost to our member families) throughout the year. In 2018-2019, the Club served a total of 24,576 meals and 11,654 daily snacks to members. In working with populations where nearly 90% come from neighborhoods where the median annual household income is \$29,438, the ability to ensure members have access to food is essential in helping families thrive.

These programs and services provide opportunities for our youth to interact with positive adult role models, encourage good behavior and cooperation with others, and emphasize hard work and effort as the key to achieving one's dreams.

Our Challenge

The Boys & Girls Clubs Board of Directors initiated discussions around a needed Capital Campaign in 2018. At that time, the Board was deliberating between two options for direction of the Campaign:

- **Option A:** a new Club building, which would include both a new Edison Neighborhood service unit and administrative offices, *connected* to the new Edison Elementary School.
- **Option B:** seek out a property within our target service neighborhoods (preferably the Edison Neighborhood) to build a brand new, *stand-alone* Boys & Girls Clubs building and facilities, to be fully owned by the Club.

Initially, discussions with the Boys & Girls Clubs Board and Kalamazoo Public Schools administration were focused on Option A as the primary choice for a new building, to include administrative office space and a new program service unit facility. In June 2019, board members deeply evaluated all variables included in the proposition of building a new program facilities and administration offices building directly connected to the new Edison Elementary School per Option A, including the following:

- Boys & Girls Clubs would be expected to fundraise all revenue for costs associated with building the new program service unit and administrative offices.
- Any capital campaign for fundraising would need to be completed on a timeline set by Kalamazoo Public Schools.
- Funds raised by Boys & Girls Clubs for the building project would be given to Kalamazoo Public Schools for building and construction costs.
- The finished program service unit and administrative office building, as well as surrounding property, would be owned by Kalamazoo Public Schools and subject to a long-term lease agreement with Boys & Girls Clubs for use of the facilities.

After taking these factors into strong consideration, the Boys & Girls Clubs Board of Directors began more closely evaluating Option B and the full range of benefits to the organization in building a new facility completely owned by the Boys & Girls Club vs. staying connected in a long-term lease agreement with Kalamazoo Public Schools.

After months of assessment and deliberation, on November 20, 2019 the Board of Directors unanimously voted to support the idea of a stand-alone Boys & Girls Club facility, independent of Edison Elementary School and to focus the campaign and community attention on purchasing land/property in the Edison Neighborhood area to plan for the construction of a Boys & Girls Club building in the Edison Neighborhood.

The rationale for this decision by the Board included the following key points:

1. The prospect of staying connected to the school would require the Club to fundraise the full cost for construction of its own, as well as pay fees in a lease agreement after construction was completed.
2. Boys & Girls Clubs would be required to work with architects and construction firms designated by the Kalamazoo Public Schools limiting our ability to negotiate for best prices.
3. Staying connected to the school would mean the Club would not own the property or the building; all would remain property of Kalamazoo Public Schools.
4. Connecting to the school would limit the potential for future growth.
5. Any and all decisions on changes, additions, etc. to the Boys & Girls Clubs would need to be presented to the Kalamazoo Public Schools Board along with a full plan for approval.

Given these considerations, the Boys & Girls Clubs Board of Directors made the decision in November 2019 to move forward with a plan for the construction of a new independent flagship building and facilities for the organization. The vision behind the decision for a new facility is for Boys & Girls Clubs to now have a building that is:

- completely owned by the organization, and
- will provide a base of operations for many years to come.

The strategic objective for the decision is this new building will house, at one site, both the administrative offices for the organization while also serving as the largest of the neighborhood program units operated by Boys & Girls Clubs in the community.

We also see the potential opportunity for this building to also support other community organization needing assistance with office space, public space and community meeting rooms, and access to facilities such as a gymnasium and cafeteria space for events & activities. While this decision on direction for our capital project certainly meets the needs of Boys & Girls Clubs, we envision this opportunity will also serve as an asset in meeting additional needs within the greater community.

Project Impact on the Kalamazoo Community

In assessing the overall value of what can be accomplished from the construction and occupancy of a new building in Kalamazoo, we anticipate the following positive impact this proposed plan will bring to Kalamazoo:

- *We will continue to positively impact the lives of youth in the community.*
- *We will help connect our neighborhoods:* the location we have chosen for the building of a new facility is in a convenient location to attract and serve youth from multiple neighborhoods. Because our plan is for the new building on the Portage Street corridor and is accessible to Crosstown Parkway, the location is along the bus route and within 10-15 minutes walking distance to the following neighborhood areas: Edison Neighborhood, Washington Square, Milwood Neighborhood and Vine Street Neighborhood. In addition, several KPS elementary schools are within proximity of this location, making it a convenient and accessible feeder for schools as an after-school partner for students.
- *We will contribute to neighborhood revitalization:* the Portage Street corridor is undergoing a major transformation in making it a preferred thru-way between the Kalamazoo International Airport and the downtown area. Projects along this corridor include establishing new businesses, housing renovations, new housing developments, attractive storefronts, safe walking spaces and biking lanes, and new opportunities for growth and development in the area. Examples include vacant properties and buildings being sold for repurposing and use, new buildings such as the YWCA’s housing development, and another new elementary school (to join with the newer Washington Writers’ Academy), to name a few. The proposal of a new Boys & Girls Clubs building in this same neighborhood, aligned with the vision for the Portage Street corridor, will ultimately contribute because:
 - We will be taking a previously vacant property and constructing a new, beautiful facility to be used daily and year-round by the community.

- We will be contributing to the removal of and clean-up of blighted portions of the neighborhood.

The Boys & Girls Club has a contract for purchasing the property located at 825 Portage Street (*identified as Lot 1 on Attachment #1 - Site Exhibit Map located on Page 8*) at the negotiated purchase price of \$380,000. The property includes 4 parcel lots and totals 1.375 acres. We are in process of completing full BEA and ESA environmental assessments and plans for necessary mitigation or removal of all contaminants on the property. In addition, we are actively working with the City of Kalamazoo and Kalamazoo County to ensure all required zoning and permits are accounted for in the required pre-construction development work leading to start the construction phase of the full project.

Our target is to have the new building and facilities ready for occupancy and the start of programs services from this location by 2023.

Our Future

Our work in the community has been endorsed by educational leaders, city political leadership, the law enforcement community and many others. To accomplish the above goal, we will now need significant investment from the Kalamazoo charitable community. Recently, the Board of Trustees of the Boys & Girls Club initiated planning for a capital campaign on behalf of our children and teens.

Cost projections for the new Boys & Girls Club are detailed below:

Land Acquisition	\$550,000
<ul style="list-style-type: none"> • 1.375- Acre property under contract including 4 parcels/lots located at 825 Portage Street. • We anticipate the identified land and soil tests will indicate the presence contaminant elements in the properties, with remediation needs to be addressed prior to the start of any construction. Plan includes engaging a local company (EnviroLogic) about remediation services, as well as pursuing opportunities for securing State and/or Federal funding to assist in the costs for required remediation. 	
Construction of the New Boys & Girls Club (up to 30,000 sq. ft.)	\$5,383,960
Fixtures, Furnishings Equipment	\$1,365,840
Endowment	\$1,000,000
Contingency (10% of total)	\$674,980
Campaign Expenses (1% of total)	\$120,000
Total Projected Campaign Cost:	\$9,094,780

A Vital Question Remains

Before initiating this endeavor, the Boys & Girls Clubs of Greater Kalamazoo has decided to further explore this concept through a philanthropic Feasibility Study. Community input and reaction to our plans will be critical in helping us determine the future of Boys & Girls Club and its impact on youth programming for vulnerable children and teens in our region. As an area leader, friend, and supporter, we seek your participation in this process, which will serve as our guide in charting our future course. Your opinion is very important to us and will help us continue to strive toward a goal for Boys & Girls Clubs in building strong, healthy, happy and capable youth in our community for generations to come.

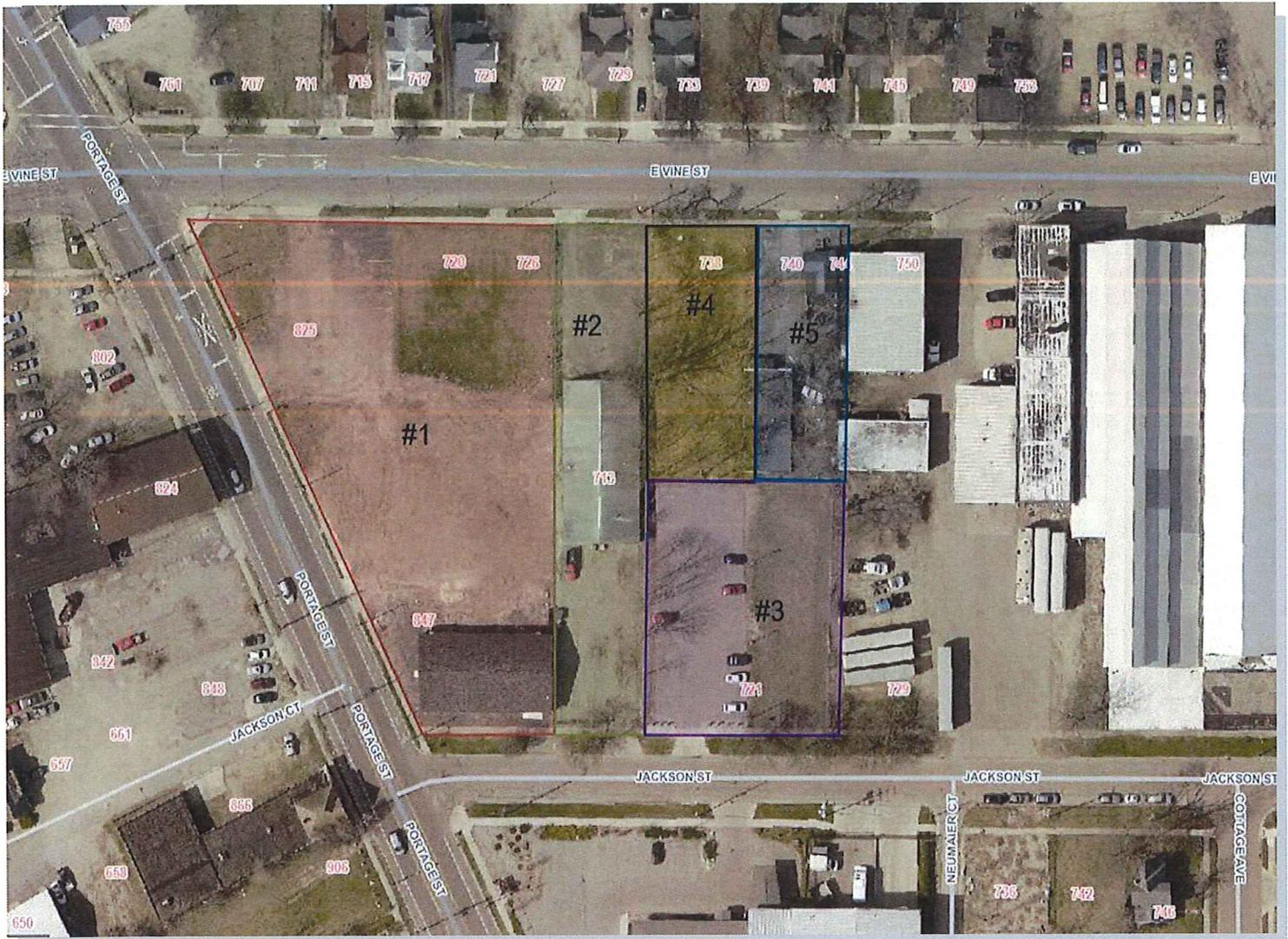
Attachment #1: Design Illustrations & Renderings for Site Construction

The following section of design graphics provide information on the physical location for the planned new Boys & Girls Clubs development and construction projects, key landmarks within the surrounding proximity of the planned build site, and architectural illustrations on the proposed new building and facilities including both program operating spaces and administrative offices.

Graphic #1

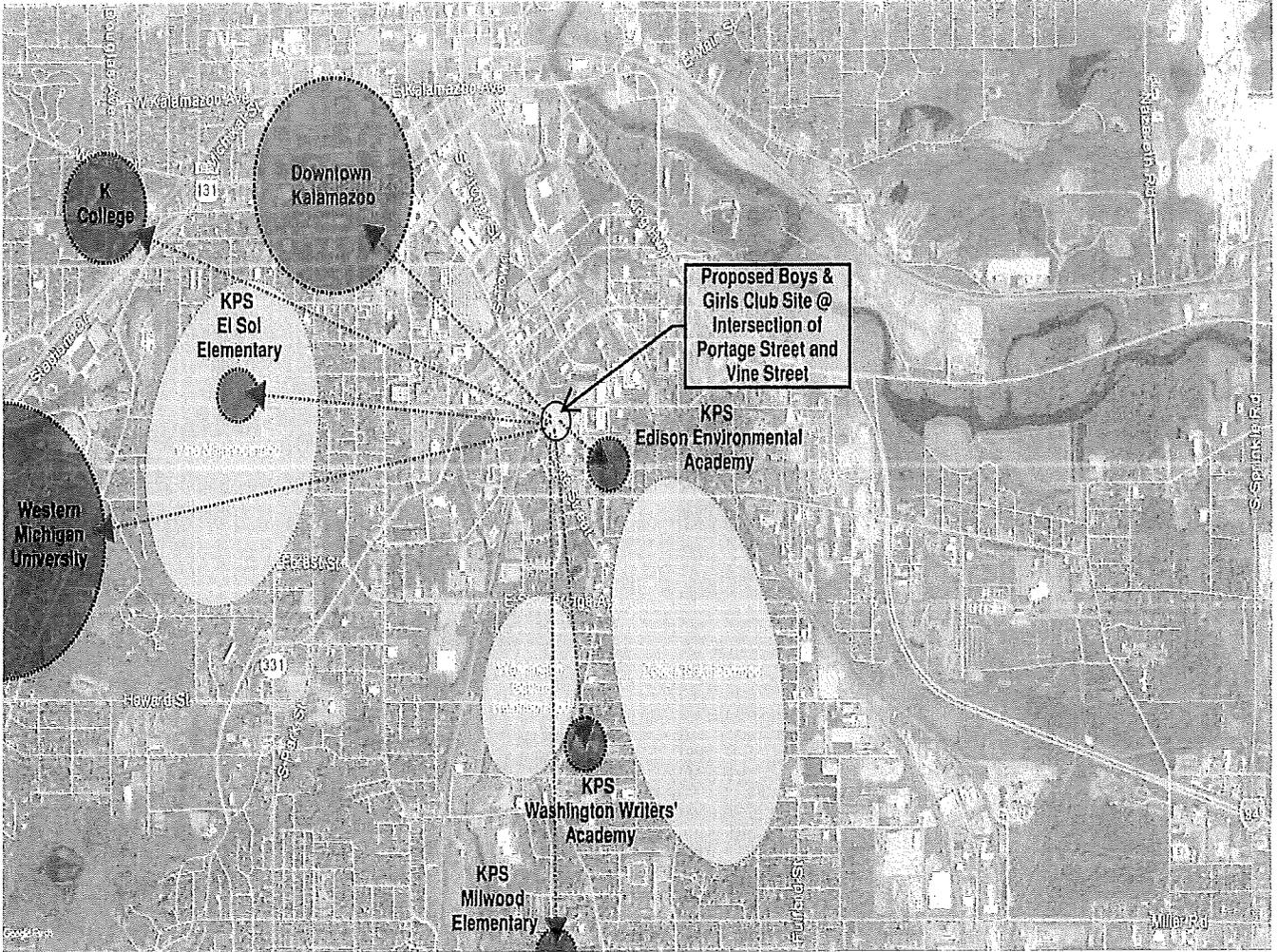
Aerial view of the property identified for the new Boys & Girls Clubs building and facilities within the Edison Neighborhood.

- Lot #1 is the 1.375-acre property under contract by Boys & Girls Clubs.
- Lot #2, #4 and #5 are of interest to Boys & Girls Clubs for up to 0.92-acres of additional property for future development and space expansion options.
- Lot #3 is a .46-acre property currently owned by Kalamazoo Loaves & Fishes for parking.



Graphic #2

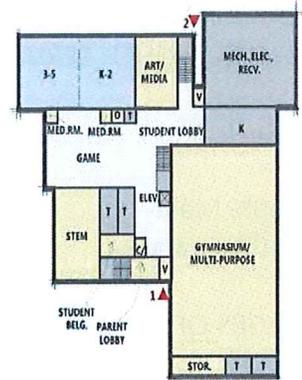
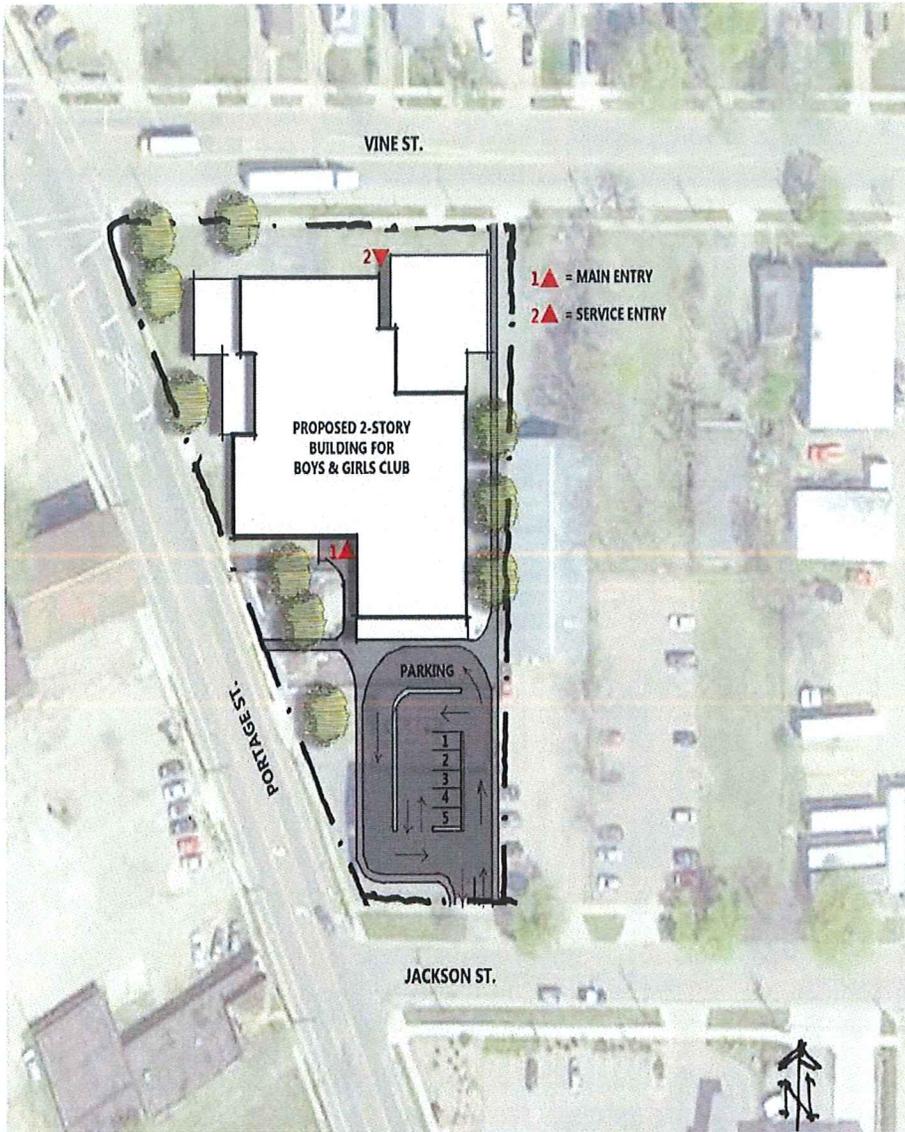
Aerial view of the planned new building site and proximity to surrounding locations in the area, including downtown Kalamazoo, feeder elementary schools and neighborhoods for Boys & Girls Clubs services, and the Portage Street corridor.



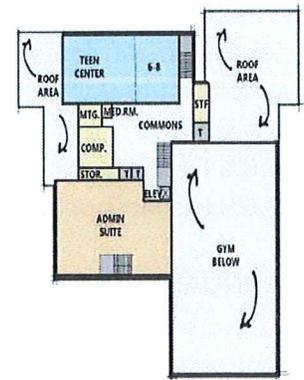
BOYS AND GIRLS CLUB OF GREATER KALAMAZOO 01

Graphic #3

Design illustration of a new Boys & Girls Clubs building and facilities option, with up to 30,000 sq. ft. of usable space on a 2-story complex, includes program operations unit, administrative offices, and parking area and drop-off/pick-up lanes over an expanse of 1.375-acres of property (noted as Lots #1) in the Edison Neighborhood.



1ST LEVEL PLAN



2ND LEVEL PLAN

BOYS AND GIRLS CLUB OF GREATER KALAMAZOO 02

Attachment #2

Boys & Girls Club of Greater Kalamazoo
Fast Facts
(2018-2019 Statistics)

AVERAGE DAILY ATTENDANCE: 148 youth per day

CLUBWIDE MEMBERSHIP: 1,310 youth members

TOTAL YOUTH SERVED: 3,674 total youth served

GENDER:

60% Male

40% Female

AGES OF MEMBERS:

Ages 5-8: 319

Ages 9-12: 507

Ages 13-19: 465

ETHNICITY OF MEMBERS:

76.4% African American

13.1% Multi-Racial

4% Other

4.6% Caucasian

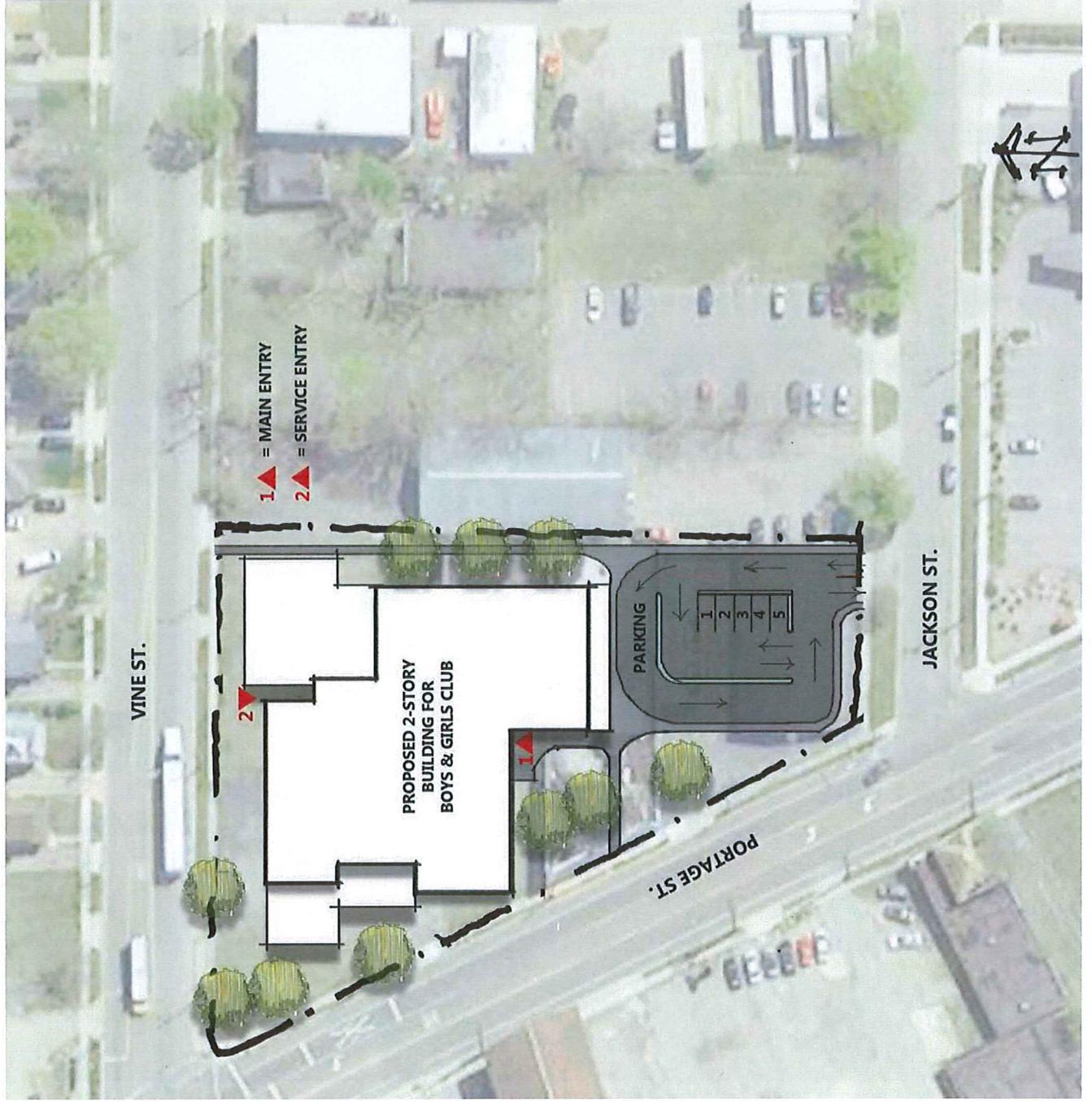
2.6% Hispanic or Latinx

ANNUAL BUDGET: \$1,461,599

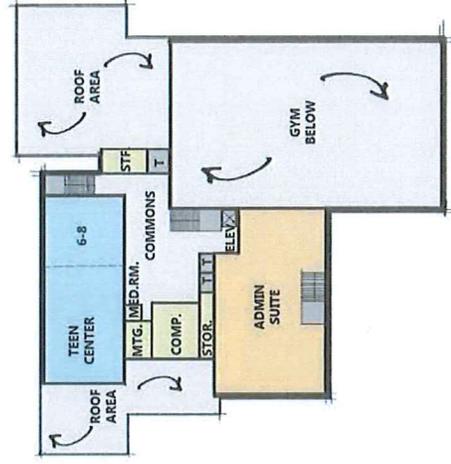


TowerPinks

BOYS & GIRLS CLUBS
OF GREATER KALAMAZOO



1ST LEVEL PLA



2ND LEVEL PLA



Community Planning and Development

415 Stockbridge Avenue
Kalamazoo, MI 49001
PH: (269) 337-8044
FAX (269) 337-8429
www.kalamazoocity.org

Matt Lynn
Boys & Girls Clubs of Greater Kalamazoo
915 Lake Street
Kalamazoo, MI 49001

July 29, 2020

Re: 825 Portage St and additional parcels

Dear Mr. Lynn,

Thank you for meeting with me on the proposed new location for the Boys and Girls Club of Greater Kalamazoo. 825 Portage Street and the adjacent parcels that were the former site of Grapevine Furniture are zoned M1 or Limited Manufacturing.

The City recognizes that the Portage Street Corridor is transitioning away from manufacturing uses. The City's 2025 Master Plan and the Edison Neighborhood Plan envision an active mixed-use street connecting Downtown with Washington Square. Work has already begun to rezone this area of Portage Street to Live Work 1 and 2 Zoning Districts. These form-based districts focus on ensuring new development aligns with the Neighborhood and Master Plans by requiring new buildings to be built closer to the street, shifting parking to the rear, creating welcoming entrances, and allowing a mix of uses, including community uses like the Boys & Girls Club. The Boys & Girls Club will be a permitted by right use once the zoning is updated, however, the rezoning process has been delayed due to COVID.

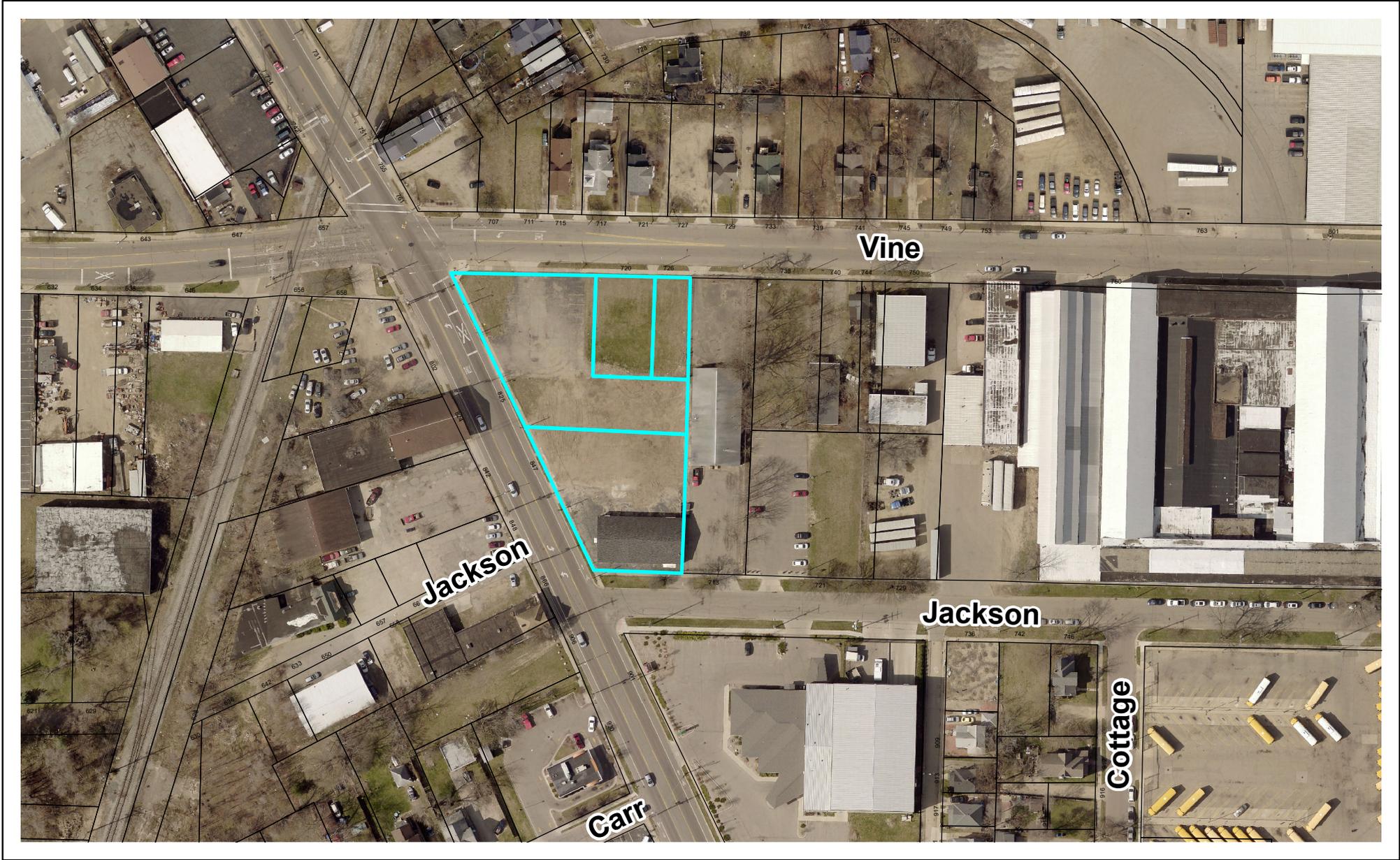
In today's Zoning Code, the Boys and Girls Club is considered a Community Service Center Use, which is permitted in the M1 District with a Special Use Permit. Special Use Permits are granted by the Planning Commission. The next available meeting of the Planning Commission is September 3rd. Staff would be supportive of your application for a Special Use Permit for this property.

If you have any questions, please contact me in the Community Planning and Economic Development Department at (269) 337-8811

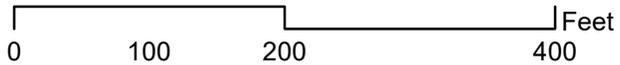
Sincerely,

Christina Anderson, AICP
City Planner

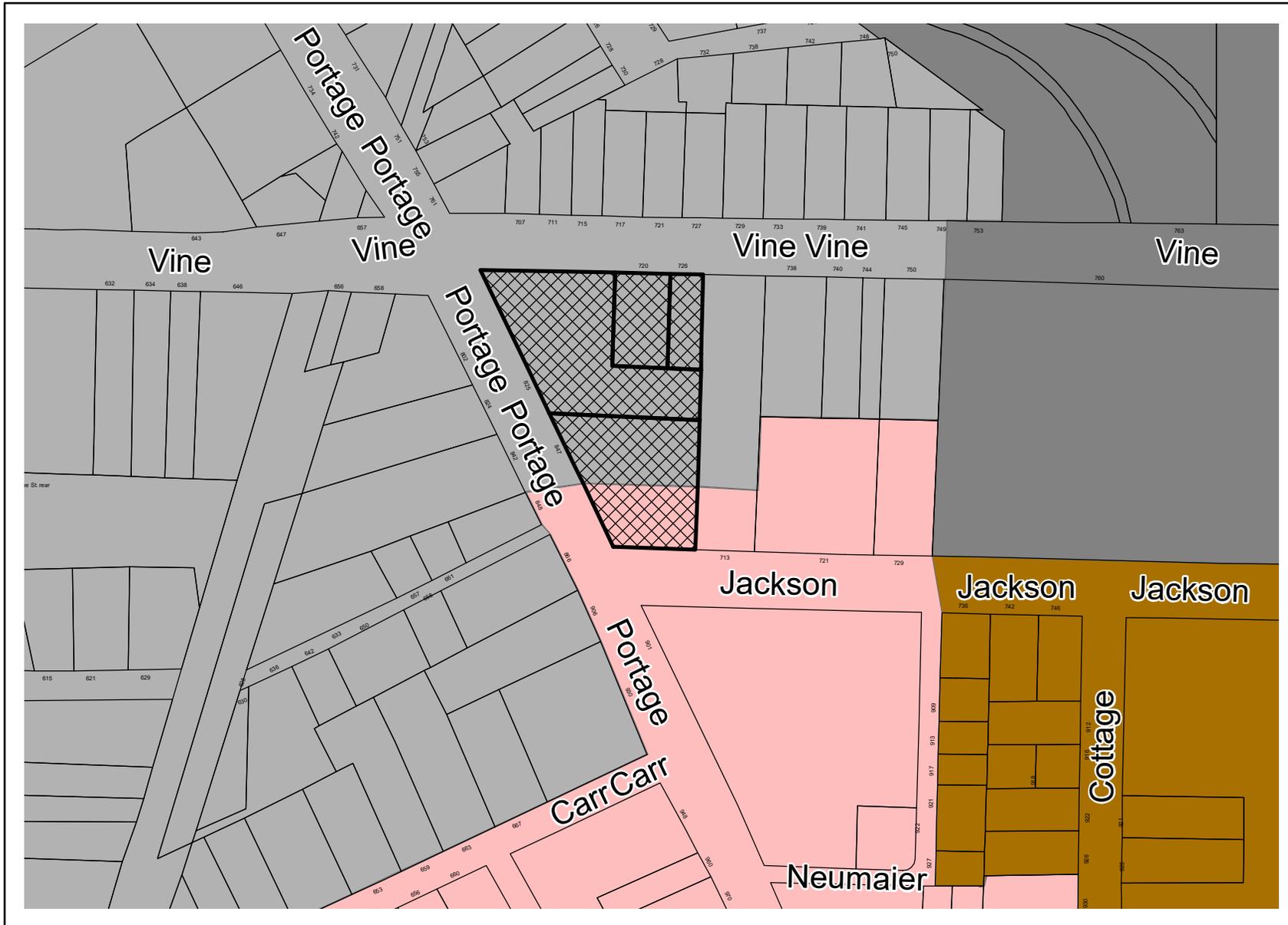
P. C. #2020.13 - 825 and 847 Portage St. / 720 and 726 E. Vine St.
Special Use Permit for Community Service Center



P. C. #2020.13 - 825 and 847 Portage St. /
720 and 726 E. Vine St.
Special Use Permit for Community Service Center

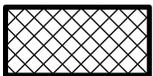


P. C. #2020.13 - 825 and 847 Portage St. / 720 and 726 E. Vine St. Special Use Permit for Community Service Center

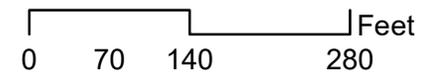


Current Zoning

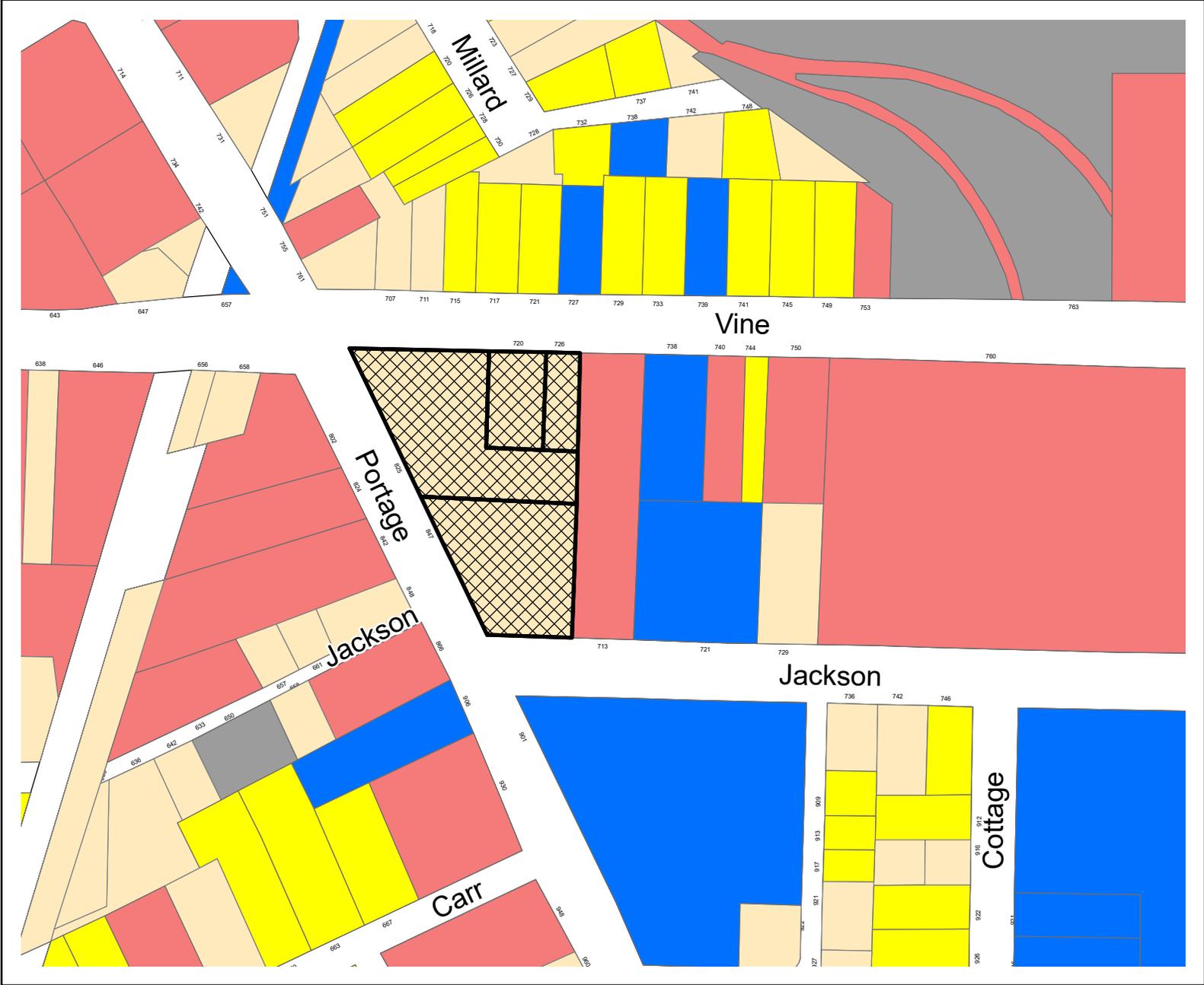
- Street
-  CC
-  M-1
-  M-2
-  RM-15



P. C. #2020.13 - 825 and 847 Portage St. /
720 and 726 E. Vine St.
Special Use Permit for Community Service Center

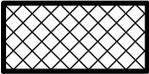


P. C. #2020.13 - 825 and 847 Portage St. / 720 and 726 E. Vine St.
 Special Use Permit for Community Service Center

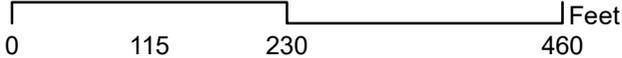


EXISTING
LAND USE

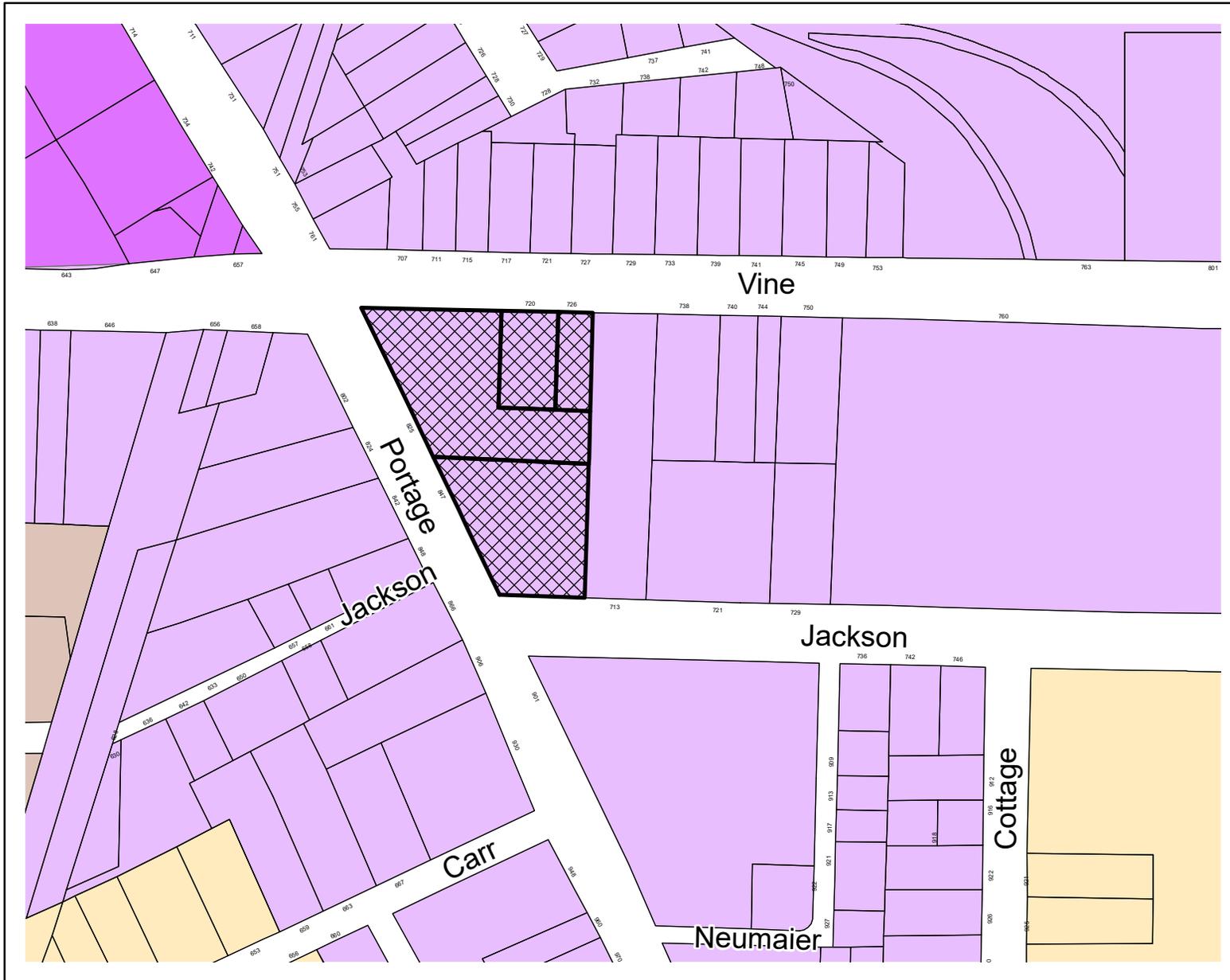
- Commercial
- Vacant
- Residential
- Industrial
- Tax Exempt



P. C. #2020.13 - 825 and 847 Portage St. /
 720 and 726 E. Vine St.
 Special Use Permit for Community Service Center



P. C. #2020.13 - 825 and 847 Portage St. / 720 and 726 E. Vine St.
Special Use Permit for Community Service Center

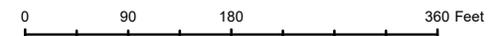


FUTURE LAND USE

-  Neighborhood Edge
-  R2-Residential
-  R3-Residential
-  Urban Edge



P. C. #2020.13 - 825 and 847 Portage St. /
720 and 726 E. Vine St.
Special Use Permit for Community Service Center



**CITY OF KALAMAZOO
SITE PLAN REVIEW PROJECT LIST**

Year 2020	Project Address	Project Description	Applicant	Property Owner	Pre-App. Received	Pre-App. Meeting	Pre-App. Approval Date	Date Site Plan Rec.	Fee	Committee Meet. Date	Design Review	Site Plan Review Status	Final Site Plan Approval Date	Final Inspect.
2020.29	4501 Arboretum	Parking Lot Expansion	Hurley and Stewart	Parkway Flats Owner, LLC	5/18/2020	5/27/2020	5/27/2020	8/11/2020	\$250	9/2/2020	NA			
2020.28	1617 Portage	Change of Use to a Grocery Store	Bosch Architecture	Sabhin Property Holdings, LLC	6/16/2020	6/24/2020	6/24/2020	8/10/2020	\$250	9/2/2020	NA	Project Under Review		
2020.27	1827 Reed	Cell Antenna Colocation	American Tower	Reed 1827, LLC	5/26/2020	6/17/2020	6/17/2020	7/26/2020	\$250	8/19/2020	NA	Project Under Review		
2020.26	500 Golden Dr	New Independent Living Building	Byce & Associates	Golden Age Non-Profit Housing	3.19.2020	4.17.2020	4/17/2020	6/23/2020	\$500	7/22/2020	NFP	Project Under Review		
2020.25	1500 N Pitcher	Building Addition	Graphics Packaging	Graphics Packaging	6/9/2020	6/24/2020	6/24/2020	6/10/2020	\$500	8/5/2020	NA	Project Under Review		
2020.24	519 W Willard	Cell Antenna Colocation	American Tower/ Verizon	Cellco Partnership	6/2/2020	6/17/2020	6/17/2020	7/6/2020	\$250	7/29/2020	NA	Site Plan Approved	7/29/2020	
2020.23	1200 Bank St	Kalamazoo Farmers Market	Prein and Newhoff	City of Kalamazoo	5/5/2020	5/20/2020	5/20/2020	6/9/2020	\$500	7/8/2020	Southtown	Site Plan Approved	7/29/2020	
2020.22	251 Mills St	Cell Antenna Colocation	Cellustite	City of Kalamazoo	11/20/2019	12/4/2019	2/1/2020	5/12/2020	\$250	6/3/2020	NFP	Site Plan Approved	6/4/2020	
2020.21	616 E Vine	Change of Use to Gymnastics Studio	Ashley Griffith	TNT Kalamazoo Enterprises	3/16/2020	4/1/2020	4/1/2020	6/1/2020	\$250	6/24/2020	Southtown	Project Under Review		
2020.2	128 E Water	Port - A - Loo	Downtown Kalamazoo Partnership	Building Authority	3/12/2019	3/27/2019	5/6/2020	5/14/2020	\$500	6/10/2020	DDRC	Project Under Review		
2020.19	3142 E Kilgore	Youth Center	Youth for Christ	Colonial Acres Associates, LLC	12/16/2019	1/15/2020	1/15/2020	5/18/2020	\$250	6/10/2020	NA	Project Under Review		
2020.18	535 W Paterson	Splash Pad	City of Kalamazoo Parks & Recreation	City of Kalamazoo	2/12/2020	2/26/2020	2/26/2020	5/5/2020	\$500	5/27/2020	NA	Site Plan Approved	5/28/2020	
2020.17	1313 Edgemoor	Cell Antenna Colocation	Verizon Wireless	City of Kalamazoo	4/13/2020	4/22/2020	4/22/2020	5/1/2020	\$250	5/27/2020	NA	Site Plan Approved	6/4/2020	
2020.16	3825 Stadium	New Medical Marihuana Provisioning Center	Spartan Services, LLC	Spartan Servies, LLC	2/3/2020	2/19/2020	2/19/2020	4/20/2020	\$500	5/13/2020	NA	Project Under Review		
2020.15	1401 Harrison	Building expansion/ Piping Bridges	Graphics Packaging	Graphics Packaging	3/15/2020	3/25/2020	3/25/2020	4/20/2020	\$500	5/13/2020	NA	Site Plan Approved	5/27/2020	
2020.14	411 W Kalamazoo Ave	New Parking Lot	Kalamazoo County	Kalamazoo County	1/17/2020	2/5/2020	2/5/2020	3/17/2020	\$500	4/15/2020	DDRC	Site Plan Approved	7/29/2020	
2020.13	3433 Oakland Dr	New Office Building	Slocum Architacts	Edward Fletcher	12/18/2019	1/8/2020	1/8/2020	3/11/2020	\$500	4/1/2020	NA	Project Under Review		
2020.12	1120 S Burdick	Greenhouse Addition	Wightman	Vandersalms	10/16/2019	10/22/2019	1/22/2020	3/2/2020	\$500	3/25/2020	Southtown	Project Under Review		
2020.11	1430 Alamo	Reuse as a Drug Rehab Facility	Wightman	Capital Funding Group		1/22/2020	1/22/2020	3/2/2020	\$250	3/25/2020	NA	Project Under Review		
2020.1	530/522 S Rose	Senior Housing Building	Phil Sybert - PGJ, LLC	Troff Properties	1/29/2020	2/5/2020	2/5/2020	3/4/2020	\$500	3/25/2020	NA	Tentative Approval w/ Conditions		
2020.09	4425 Manchester	Medical Marijuana Testing Facility	Cadaret Architecture	Equity Partners I, LLC	2/4/2020	2/19/2020	2/19/2020	2/28/2020	\$250	3/25/2020	NA	Site Plan Approved	4/21/2020	
2020.08	820 John Street	Parking Lot	Bronson Hospital	Bronson Hospital	9/17/2019	10/2/2019	10/2/2019	2/10/2020	\$500	3/18/2020	Southtown	Site Plan Approved	6/18/2020	
2020.07	100 W Michigan Ave	Restauran Addition	Saroki Architecture	Greenleaf Hospitality Group	12/9/2019	12/18/2019	12/18/2019	2/21/2020	\$500	3/18/2020	DDRC	Project Under Review		
2020.06	3928 W Michigan Ave	Change of Use to Add Auto Sales	Josh Thompson, Land Auto Sales, LLC	Mark Bijani	1/27/2020	2/12/2020	2/12/2020	2/19/2020	\$250	3/18/2020	NA	Project Under Review		
2020.05	3921 Oakland	Lakeside for Children	Lakeside for Children	Lakeside for Children	1/7/2020	1/15/2020	1/15/2020	2/10/2020	\$500	3.4.2020	NA	Site Plan Approved	3/26/2020	

