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**NOTICE
OSHTEMO CHARTER TOWNSHIP
PLANNING COMMISSION**

**Work Session
Thursday, October 25, 2018
6:00 p.m.**

AGENDA

1. Call to Order
2. Approval of Agenda
3. Public Comment on Non-Agenda Items
4. Approval of Minutes: October 11, 2018
5. *GO!* Green Oshtemo Master Plan Update Review
6. Zoning Ordinance Re-Organization Review
7. Agritourism Ordinance Review
8. Any Other Business
9. Planning Commissioner Comments
10. Adjournment

Policy for Public Comment
Township Board Regular Meetings, Planning Commission & ZBA Meetings

All public comment shall be received during one of the following portions of the Agenda of an open meeting:

- a. Citizen Comment on Non-Agenda Items or Public Comment – while this is not intended to be a forum for dialogue and/or debate, if a citizen inquiry can be answered succinctly and briefly, it will be addressed or it may be delegated to the appropriate Township Official to respond at a later date.
- 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.

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; it is not required unless the speaker wishes to have their comment recorded in the minutes.

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 or Citizen Comment on 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 is in contravention of any of the principles and procedures set forth herein.

(adopted 5/9/2000)
(revised 5/14/2013)

Policy for Public Comment
6:00 p.m. "Public Comment"/Portion of Township Board Meetings

At the commencement of the meeting, the Supervisor shall poll the members of the public who are present to determine how many persons wish to make comments. The Supervisor shall allocate maximum comment time among persons so identified based upon the total number of persons indicating their wish to make public comments, but no longer than ten (10) minutes per person. Special permission to extend the maximum comment time may be granted in advance by the Supervisor based upon the topic of discussion.

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 to respond at a later date.

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; it is not required unless the speaker wishes to have their comment recorded in the minutes.

Public comment shall not be repetitive, slanderous, abusive, threatening, boisterous, or contrary to the orderly conduct of business. The Supervisor shall terminate any public comment which is in contravention of any of the principles and procedures set forth herein.

(adopted 2/27/2001)
(revised 5/14/2013)

**OSHTEMO CHARTER TOWNSHIP
PLANNING COMMISSION**

MINUTES OF A MEETING HELD OCTOBER 11, 2018

Agenda

PUBLIC HEARING: REZONING REQUEST

Consideration of an application from Scott Mursch, on behalf of Francis Mursch, to rezone 5831 Stadium Drive from the R-2: Residence District to the R-3: Residence District. Parcel No. 3905-25-324-140.

PUBLIC HEARING: REZONING REQUEST

Consideration of an application from Oshtemo Charter Township to rezone a portion of a parcel of land totaling 1.95 acres located at 1995 North 6th Street from the C: Local Business District to the RR: Rural Residential District. Parcel No. 3905-09-480-010.

PUBLIC HEARING: REZONING REQUEST

Consideration of an application from Oshtemo Charter Township to rezone a portion of each parcel of land at 3800 South 12th street, 3941 South 11th Street, 3985 South 11th Street, and land immediately south of 3985 South 11th Street totaling 40,837 square feet from the C: Local Business District to the RR: Rural Residential District. Parcel Nos. 3905-35-280-010, 3905-36-255-080, 3905-36-405-010, and 3905-3905-36-405-020.

PUBLIC HEARING: REZONING REQUEST

Consideration of an application from Oshtemo Charter Township to rezone a portion of five parcels of land at 6760 West KL Avenue west to 6930 West KL Avenue totaling 2.99 acres from the C: Local Business District to the R-2: Residence District. Parcel Nos. 3905-23-155-050, 3905-23-155-013, 3905-23-155-080, 3905-23-155-090 and 3905-23-055-100.

PUBLIC HEARING: SPECIAL EXCEPTION USE

Consideration of an application from Larry and Cat Elwell, on behalf of Jaqua Limited, LLC, for a special exception use to develop a hair salon located at 2727 South 11th Street in the R-3: Residence District, pursuant to Section 23.400 of the Township Zoning Ordinance. Parcel No. 3905-25-405-070.

PUBLIC HEARING: CORNER@DRAKE SIGN DEVIATION

Consideration of an application from Intercity Neon, representing Olga's Kitchen, for a dimensional departure from Section 76.170 of the Township Zoning Ordinance, to allow a third wall sign when only two are permitted. The departure is requested under Section 60.405 of the Planned Unit Development ordinance. The subject property is located within the Corner@Drake PUD at the northwest corner of Stadium Drive and Drake Road, within the C: Local Business District. Parcel No. 3905-25-075-029.

PUBLIC HEARING: CORNER@DRAKE SIGN DEVIATION

Consideration of an application from Corner@Drake E, LLC for a dimensional departure from Section 76.170 of the Township Zoning Ordinance, to allow for greater sign area and height for one new freestanding sign within the Corner@Drake PUD. The departure is requested under Section 60.405 of the Planned Unit Development Ordinance. The subject property is located within the Corner@Drake PUD at the northwest corner of Stadium Drive and Drake Road, within the C: Local Business District. Parcel Nos. 3905-25-075-029 and 3905-25-240-004.

OLD BUSINESS

Work Item Updates:

- i. Zoning Ordinance Re-Organization**
- ii. Ordinance Amendments: Agritourism, Setbacks, Conditional Zoning, Lighting**
- iii. GO! Green Oshtemo Plan**
- iv. Village Theme Development Plan**

A meeting of the Oshtemo Charter Township Planning Commission was held on Thursday, October 11, 2018, commencing at approximately 7:00 p.m. at the Oshtemo Charter Township Hall.

MEMBERS PRESENT: Cheri Bell, Chairperson
 Fred Antosz
 Ollie Chambers
 Dusty Farmer, Secretary
 Micki Maxwell
 Mary Smith
 Bruce VanderWeele, Vice Chairperson

MEMBERS ABSENT: None

Also present were Julie Johnston, Planning Director, James Porter, Township Attorney, Martha Coash, Meeting Transcriptionist, and thirteen interested persons.

Call to Order and Pledge of Allegiance

Chairperson Bell called the meeting to order at approximately 7:00 p.m. and invited those present to join in reciting the "Pledge of Allegiance."

Agenda

Chairperson Bell asked for additions or deletions to the proposed agenda. She noted the review for items 7, 8 and 9 would be addressed together by Ms. Johnston. Hearing no agenda item changes requiring action, she asked for a motion.

Mr. VanderWeele made a motion to accept the agenda as presented. Ms. Farmer supported the motion. The motion was approved unanimously.

Public Comment on Non-Agenda Items

The Chair determined no one in the audience cared to comment regarding non-agenda items and moved to the next agenda item.

APPROVAL OF THE MINUTES OF THE WORK SESSION OF SEPTEMBER 27, 2018

The Chair asked if there were any additions, deletions or corrections to the Work Session Minutes of September 27, 2018. Hearing none, she asked for a motion.

Mr. Antosz made a motion to approve the minutes of the Work Session of September 27, 2018 as presented. Ms. Farmer supported the motion. The motion was approved unanimously.

Chairperson Bell moved to the next agenda item.

PUBLIC HEARING: REZONING REQUEST

Consideration of an application from Scott Mursch, on behalf of Francis Mursch, to rezone 5831 Stadium Drive from the R-2: Residence District to the R-3: Residence District. Parcel No. 3905-25-324-140.

Ms. Johnston indicated the applicant, Mr. Scott Mursch, representing the Francis Mursch Trust, was requesting the Planning Commission's consideration of a rezoning for property located at 5831 Stadium Drive. The subject property, 0.82 acres, is currently zoned R-2: Residence District and is located at the southwest corner of Stadium Drive and Plainview Street, within the Plainview Plat. The requested change is to the R-3: Residence District.

The properties on the south side of Stadium Drive are all future land use planned for Transitional Office in this area. To the north of Stadium Drive is the General Commercial District, which is intended to serve both residents of Oshtemo, as well as a larger regional market. Uses like big box retail, shopping centers, and auto-oriented uses are permitted.

Currently, she said, the Township does not have a Transitional Office zoning district. However, the R-3 District is the closest approximation to this Future Land Use Category. The R-3 District allows both residential and office uses, including the conversion of single-family residential to office uses.

Ms. Johnston recommended the Planning Commission forward a recommendation of approval to the Township Board to rezone 5831 Stadium Drive from the R-2: Residence District to the R-3: Residence District for the following reasons:

1. The proposed rezoning is consistent with the Township's Future Land Use Plan, which indicates Transitional Office for this lot.
2. The request is consistent with the existing zoning and land use pattern in the areas.
3. The requested R-3 zoning will provide a buffer between existing office and commercial uses, as well as the Stadium Drive right-of-way, and the single-family residential uses within the Plainview Plat.

As there were no questions from Commissioners, Chairperson Bell moved to public hearing.

Mr. Scott Mursch, 5831 Stadium Drive, indicated the property in question belongs to his mother who has relocated to assisted living and needs to sell this property, one of the few not zoned R-3 or higher on Stadium Drive.

Hearing no further comments, the Chair moved to Board Deliberation and noted the request would be in line with the Future Land Use Plan and Master Plan.

In response to a question from Ms. Smith, Ms. Johnston said notices were sent to property owners within 300 feet of this property; no one responded.

Ms. Farmer made a motion to recommend approval to the Township Board for re-zoning of the parcel at 5831 Stadium Drive from R-2 Residential District to R-3 Residential District based on the reasons listed in the Staff recommendation. Mr. Chambers supported the motion. The motion was approved unanimously.

PUBLIC HEARING: REZONING REQUEST

Consideration of an application from Oshtemo Charter Township to rezone a portion of a parcel of land totaling 1.95 acres located at 1995 North 6th Street from the C: Local Business District to the RR: Rural Residential District. Parcel No. 3905-09-480-010.

Ms. Johnston noted this was the first of three Planning Department initiated requests for rezoning. This request was to rezone the portion of subject parcel 3905-09-480-010 located at 1995 North 6th Street and designated as C: Local Business District to the RR: Rural Residential District. The concern with the current zoning of this property is its incompatibility with surrounding land uses and zoning. In addition, the request to rezone the subject property is a step towards implementation of the Township's Future Land Use Map. This area is planned as Rural Residential.

She said the total parcel size is 35.4 acres and that portion which is zoned C: Local Business District comprises approximately 1.95 acres located adjacent to 6th Street. From aerial photography and a site visit, the property contains a single-family

home and a number of outbuildings. In addition, most of the acreage is farmed with some undeveloped wooded areas. The accessory building immediately to the north of the home was the location of the commercial operation on the property.

Staff found minutes from a May 28, 1981 Zoning Board meeting which indicated that part of the subject parcel was zoned "C" and was used as a car sale and auto repair shop. The minutes reflect the use was in place prior to the establishment of the first zoning ordinance in the Township, making the uses legal nonconforming. There are no records as to how long the property was actually used as an auto repair shop but it appears from aerial photography this use ceased to exist at some point between 2009 and 2013. The property is currently being used in an agricultural and residential manner.

Staff recommended the Planning Commission forward a recommendation of approval to the Township Board for the rezoning of the subject property from the C: Local Business District to the RR: Rural Residential District for the following reasons:

4. The proposed rezoning is consistent with the Township's Future Land Use Plan.
5. The requested RR: Rural Residential zoning is compatible with the surrounding land uses and zoning classifications.
6. Rezoning the property will eliminate an area of "spot" zoning in the Township.

In response to questions, Ms. Johnston said there is no longer commercial use of this property and confirmed that surrounding neighbors within 300 feet were notified and no responses were received by the Township.

PUBLIC HEARING: REZONING REQUEST

Consideration of an application from Oshtemo Charter Township to rezone a portion of each parcel of land at 3800 South 12th street, 3941 South 11th Street, 3985 South 11th Street, and land immediately south of 3985 South 11th Street totaling 40,837 square feet from the C: Local Business District to the RR: Rural Residential District. Parcel Nos. 3905-35-280-010, 3905-36-255-080, 3905-36-405-010, and 3905-3905-36-405-020.

Ms. Johnston moved to the second Planning Department initiated rezoning recommendation. The four parcels included in this request have dual C: Local Business District and RR: Rural Residential District zoning. The request would rezone the portion of the subject parcels that are designated as C: Local Business District to the RR: Rural Residential District. The concern with the current zoning of these properties is the incompatibility with surrounding land uses and zoning. In addition, the request to rezone the subject property is a step towards implementation of the Township's Genesee Prairie Sub-Area Plan.

Two of the parcels are owned by Kalamazoo Christian School Association, one by Mr. Ricky Colasanti and one by Mr. Theodore and Mrs. Kathryn McFarlen.

The C: Local Business District designation is located approximately 130 feet east of South 11th Street and touches, to some degree, all four parcels. The total size of the commercial designation is approximately 40,837 square feet, approximately 2,700 square feet shy of an acre.

She explained the difficulty with the dual zoning on these properties is the creation of nonconforming uses. Residential uses are not permitted within the C: Local Business District. The home located at 3985 South 11th Street is located within the C District and is therefore nonconforming and must comply with all of the nonconforming requirements of the Ordinance. This means the building is not allowed to expand and if it is damaged where reconstruction exceeds one-half of the value of the home, it can only be built in conformance with the code. As residential uses are not permitted, the property owner would have to request a rezoning before the home could be rebuilt.

Staff was not able to find any mention of this zoning designation in previous minutes of the Zoning Board, Planning Commission or Township Board. Based on this, she said, we have to assume the commercial zoning was designated during the establishment of the first zoning ordinance for the Township.

Ms. Johnston said Staff recommended the Planning Commission forward a recommendation of approval to the Township Board for the rezoning of the subject properties from the C: Local Business District to the RR: Rural Residential District for the following reasons:

1. The proposed rezoning is consistent with the Genesee Prairie Sub-Area Plan.
2. The requested RR: Rural Residential zoning is compatible with the surrounding land uses and zoning classifications.
3. Rezoning the properties will eliminate an area of “spot” zoning in the Township.

There were no Commissioner questions for Ms. Johnston regarding this request.

PUBLIC HEARING: REZONING REQUEST

Consideration of an application from Oshtemo Charter Township to rezone a portion of five parcels of land at 6760 West KL Avenue west to 6930 West KL Avenue totaling 2.99 acres from the C: Local Business District to the R-2: Residence District. Parcel Nos. 3905-23-155-050, 3905-23-155-013, 3905-23-155-080, 3905-23-155-090 and 3905-23-055-100.

Ms. Johnston explained the five parcels included in this request have dual C: Local Business District and R-2: Residence District zoning. This Township initiated

application is to rezone the portion of the parcels designated as C: Local Business District. The concern with the current zoning of these properties is predominately the “spot” zoning characteristics of the designation, as well as the limited utility of the zoning on these parcels. In addition, the request to rezone the subject property is a step towards implementation of the 9th Street Sub-Area Plan future land use map.

The C: Local Business District designation is located immediately adjacent to KL Avenue and continues north within the parcels for approximately 130 feet, generally splitting most of the parcels in half. From aerial photography and a site visit, the properties are predominately single-family residential. The larger Western Michigan University property is used in an agricultural capacity as grazing land for sheep.

She said the difficulty with the dual zoning on these properties is the creation of nonconforming uses. Residential uses are not permitted within the C: Local Business District. The homes located within the C District are nonconforming and must comply with all of the nonconforming requirements of the Ordinance. In addition, the relatively small area of the parcels zoned commercial limits the actual uses which could be developed. When considering the requirements for parking, landscaping, on-site storm water retention, and the placement of a commercial building, it is likely the available commercial zoning could not accommodate all of these needs. What this equates to is a zoning designation that severely restricts the feasibility of commercial development while also hindering the existing residential uses.

Staff was not able to find any mention of this zoning designation in previous minutes of the Zoning Board, Planning Commission, or Township Board. Based on this, she said we have to assume the commercial zoning was designated during the establishment of the first zoning ordinance for the Township. From conversations with staff, the Husted family owned much of the acreage in this area and it was thought the commercial designation could have been provided for some type of farm market operation. However, past records could not be found to substantiate this hypothesis.

Ms. Johnston recommended the Planning Commission forward an approval recommendation to the Township Board to rezone of the subject properties from the C: Local Business District to the R-2: Residence District for the following reasons:

7. The proposed rezoning is consistent with the 9th Street Sub-Area Plan.
8. The requested R-2: Residence zoning is compatible with the surrounding land uses and zoning classifications.
9. Rezoning the properties will eliminate an area of “spot” zoning in the Township.

Chairperson Bell asked if there were questions from Commissioners who confirmed notification was sent to neighboring owners. Ms. Johnston said the decision

to recommend rezoning was precipitated by a property owner's problems obtaining approvals for a new single-family home due to non-conformity. It was decided that the remnant commercial zoning should be brought into compliance at the same time to follow the Future Land Use Plan, eliminate spot zoning, and remove non-conforming issues for property owners.

It is believed the zoning was put in place in the early 80's when the Township first established the zoning ordinance, which Attorney Porter believed was rolled over from the 1960's original Township Ordinance which was haphazard.

Chairperson Bell moved to public hearing and asked if there were comments on the 6th Street rezoning.

Ms. Laurie Alexander, 1995 North 6th Street, noted her property is surrounded by agricultural zoning and wondered how her property would be affected.

Ms. Johnston explained she would still be allowed to use her property in an agricultural way, with the ability to continue grow crops and own farm animals.

Attorney Porter said if in the future she wished to be rezoned to agricultural she would need to talk with the Planning Department about making a formal request to the Planning Commission.

Chairperson Bell moved to public hearing and asked if there were comments on the 11th Street rezoning.

There were no public comments from the public on this item.

Chairperson Bell moved to public hearing and asked if there were comments on the KL Avenue rezoning.

Ms. Holly Husted, 9222 Almena Drive, said she was the executor of the property formerly owned by her father, Glen Husted and was speaking on behalf of her family who is opposed to the proposed rezoning for three reasons. 1) The area is not neighborhood friendly with existing industrial development; there has not been any residential development there for over 50 years. 2) There is already much industrial development present and opportunities to develop small related businesses exist. 3) The conclusion of an appraisal is that the rezoning would decrease property values.

Mr. Jim Husted, 9570 West L Ave., said his father, Glen Husted believed the property had commercial zoning for the full depth of the property. He thought when the commercial zoning was reduced to its current configuration his father did not know it had occurred and that if the zoning is too narrow/small the problem was actually created by the Township.

Ms. Valerie Janowski, 6818 KL Ave, spoke on behalf of Andrew Kuuttilla, the owner of the 6818 KL Ave. parcel. He has a small home they would like to raze in order to build a new home. In speaking with Planning Department staff, they found the dual zoning problem makes it impossible for them to build. She commended Staff for their professional assistance.

Mr. Jeff Philip, 6930 W KL Ave, said he would like to see the zoning left as is, saying there are at least eight businesses on the south side of KL. He felt the rezoning would reduce property value.

Hearing no further comments from members of the public, Chairperson Bell closed the public hearing and moved to Board Deliberation.

Attorney Porter suggested that the 6th Street and 11th Street rezonings be separated from the KL Avenue request for purposes of a motion.

Board Deliberation: There were no comments on these items. The Chair asked for a motion.

Mr. Chambers made a motion to forward a recommendation of approval for the rezoning of the parcels as requested for property located on 6th Street and 11th Street to the Township Board. Ms. Farmer supported the motion. The motion was approved unanimously.

Board Deliberation of the KL Avenue rezoning:

Responding to questions from Chairperson Bell, Ms. Johnston listed what types of development are permitted on parcels zoned R-2, what is allowed by special exception, and reviewed who owns the parcels that will be affected by rezoning.

She also reviewed for Ms. Smith, the definition of spot zoning and said that Staff was unable to find any record of exactly when the current zoning was done.

Ms. Farmer said it would be inappropriate to rezone the parcel to entirely commercial because of the resulting inconsistency with the Future Land Use Plan.

Attorney Porter noted if the Planning Commission were disposed to consider rezoning to commercial it would need to send public notice and review the Master Plan.

Ms. Johnston added that rezoning to 100% commercial would be in violation of the Sub Area Plan for 9th Street and the Master Plan. The Sub Area Plan is very clear that commercial zoning should happen on 9th St.

Chairperson Bell said other residential zoned properties do not have the benefit of commercial zoning; it is not fair that properties east and west of these four properties do not have that benefit. Because of the dual zoning, people are also being denied

residential benefits. She asked about the property owned by WMU and what might happen with that in the future.

Attorney Porter said WMU will have the ability for development as they wish as long as what they develop is something that furthers the interest of the university. They could put up dorms for example. The property cannot be for the use of a third party.

Ms. Johnston noted WMU has no immediate plans to change the property use and in an answer to a question explained industrial area businesses become more intense as you move east.

Ms. Farmer noted the work done on the Master Plan and Sub Area Plan was six years ago, that public meetings regarding proposed changes were noticed, and changes were guided by public comment. She said the purpose of Township zoning is to guide where the Township goes. She said she could see why some property owners could be upset about the rezoning proposed.

Chairperson Bell said there are options for developing financial opportunities in a number of ways under R-2 zoning, just not what exists across the street.

Ms. Smith noted it may be possible in the future to rezone from R-2 to R-3.

There being no further discussion, Chairperson Bell called for a motion.

Mr. Antosz made a motion to forward a recommendation of approval to the Township Board for the rezoning of the parcels as requested for properties located on KL Avenue. Ms. Maxwell supported the motion. The motion was approved unanimously.

PUBLIC HEARING: SPECIAL EXCEPTION USE

Consideration of an application from Larry and Cat Elwell, on behalf of Jaqua Limited, LLC, for a special exception use to develop a hair salon located at 2727 South 11th Street in the R-3: Residence District, pursuant to Section 23.400 of the Township Zoning Ordinance. Parcel No. 3905-25-405-070.

Chairperson Bell moved to the next agenda item.

Ms. Johnston said the structure located on the subject property was constructed in 1971 and was first a single-family residence; it was converted to a non-residential use sometime prior to 1987, when Township records first reference a business at this location. Zoned R-3: Residence District, beauty parlors and barber shops are permissible in such areas, but they are categorized as special exception uses, and are therefore subject to review by the Oshtemo Township Planning Commission.

Among other non-residential uses, the subject property has accommodated a hair salon in the recent past, but that occupant vacated the property more than one year ago, and per section 60.200: Special Exception Use Procedure, cannot be reactivated without permission from the Planning Commission. No site modifications to the existing site are being proposed by the applicant, so no site plan review is applicable at this time.

Ms. Johnston said Staff feels this special exception use application meets all criteria for consideration under Section 60.100 of the Zoning Ordinance and recommended approval of the Special Exception Use request to establish a hair salon in the existing structure on the subject property, but also requested the Planning Commission append the follow conditions:

1. The parking lot behind the structure shall be restriped, in accordance with applicable Township and State Building Code standards. Parking spaces shall be no less than 10 feet by 20 feet in size, and no two-way interior circulation aisles shall be less than 24 feet wide. Barrier free spaces shall be demarcated in accordance with the Americans with Disabilities Act, as detailed by the Building Code.
2. If either of the adjacent properties to the north and south undergo the Special Exception Use and site plan review processes at some point in the future, then a shared driveway arrangement to access South 11th Street shall be entered into with the subject parcel.

The Chair asked whether Commissioners had questions for Ms. Johnston.

In response to questions from Ms. Maxwell, Ms. Johnston indicated the number of parking spaces would be based on the number of chairs or the square footage where clients are seen. In either case, there is plenty of room to accommodate required spaces as well as emergency turn-around space. The second condition is consistent with the Township's goal of reducing the number of curb cuts.

Hearing no further questions, the Chair asked for public comment on this item.

Mr. Larry Elwell, 6147 N. Suffield Court, told Commissioners he plans to lease from Jaqua Realtors and that he does not directly control the parking lot. He will negotiate the two conditions with them as part of a lease. He does not have plans to change the exterior of the building, but will make interior improvements.

Ms. Farmer commented she would like to see the language in the second condition regarding curb cuts included in any special exception request as properties develop in order to try to get ahead of traffic congestion increases.

In response to a question from Mr. VanderWeele, Attorney Porter explained maintenance agreements for access roads is usually negotiated between private parties.

Ms. Johnston said if maintenance of a shared access drive becomes a problem, the Township can step in and make needed repairs and assess the parties afterward.

In answer to a question about whether the owners were notified of the application, Ms. Johnston indicated that the Township's application has a place for the owner to sign. She also indicated she would inform of the property owner of the conditions, if the request is approved.

Hearing no further comments, Chairperson Bell asked for a motion.

Mr. VanderWeele made a motion to approve the special exception use as requested, based on the Staff report and including the two conditions recommended. Mr. Chambers supported the motion. The motion was approved unanimously.

PUBLIC HEARING: CORNER@DRAKE SIGN DEVIATION

Consideration of an application from Intercity Neon, representing Olga's Kitchen, for a dimensional departure from Section 76.170 of the Township Zoning Ordinance, to allow a third wall sign when only two are permitted. The departure is requested under Section 60.405 of the Planned Unit Development ordinance. The subject property is located within the Corner@Drake PUD at the northwest corner of Stadium Drive and Drake Road, within the C: Local Business District. Parcel No. 3905-25-075-029.

Chairperson Bell moved to the next item and asked Ms. Johnston for her report.

Ms. Johnston reported Intercity Neon, on behalf of Olga's Kitchen, was requesting Planning Commission consideration of allowing three wall signs where only two are permitted by the Sign Ordinance. The building in question is located within the Corner@Drake Planned Unit Development, to the east of the outdoor patio area that separates the Trader Joe's building from this structure.

She said the subject building has visibility from three roadways—Stadium Drive, Century Avenue, and Drake Road. The applicant is requesting approval for three wall signs where only two are permitted per Section 76.170: Commercial and office land uses of the Oshtemo Township Sign and Billboard Ordinance. This Ordinance controls signage in commercially-zoned areas and indicates multi-tenant commercial structures are only allowed two wall signs per constituent tenant space. In contrast to this, standalone buildings are allowed four wall signs. Section 60.405 of PUD Ordinance allows the Planning Commission to consider a departure from the dimensional requirements of the Zoning Ordinance.

For context, she said, the Planning Commission previously approved departures from the Zoning Ordinance, under the standards of section 60.405, at the Corner @ Drake development including:

- Three wall signs for Mod Pizza located at 5099 Century Avenue, Suite 500.
- Three wall signs for Trader Joe's at 5099 Century Avenue.

Ms. Johnston said the applicant contends allowing one additional wall sign for the restaurant would yield the following:

1. Increased visibility for motorists passing on all three roadways that have line of sight to the restaurant.
2. Signage visibility for pedestrians accessing the nonmotorized facilities within the PUD.
3. Consistency with past approvals within the Corner@Drake PUD.

Ms. Johnston noted the Planning Commission has provided departures from the ordinance for multi-tenant users within the Corner@Drake PUD that have more than two exposed exterior walls, in particular Trader Joe's and Mod Pizza. Township Staff feel approval of this request would be in keeping with the Planning Commission's general approach to implementing Section 60.405 of the PUD Ordinance. Substantial justice will be observed; the public health, safety, and general welfare will not be compromised; and it can be argued that allowing this additional wall sign will make for a more cohesive, user-friendly commercial development.

Given these findings, Ms. Johnston recommended the Planning Commission approve the request for additional wall signage for Olga's Kitchen within the Corner@Drake PUD.

Chairperson Bell confirmed the request was only for an additional wall sign; a larger size was not requested. As there were no further comments or questions from Commissioners, she moved to public comment.

Mr. Shannon Price, 9613 Tennyson Drive, representing Intercity Neon, said he agreed with Ms. Johnston's review of the application and that the extra sign will help attract customers.

In answer to a question from Ms. Smith, Mr. Curt Ardema, AVB, 4200 Centre St., indicated there will not be a public entrance on the northwest corner of the building because of the Trader Joe's parking. The main entrance will be on the northeast elevation. There will be a service entrance at the southeast of the building.

Mr. Ardema said AVB was in full support of the application for this unique site development. Because of the PUD special attention is needed for signage.

Hearing no further comments; Chairperson Bell moved to Board Deliberations.

Ms. Smith expressed the desire to avoid sign clutter, but supported this particular request since the only visibility for this business from Drake Road is the wall for which the third sign is requested. She also stressed the importance of treating everyone fairly or a need to change the Ordinance.

Ms. Maxwell made a motion to approve the special exception use for a third sign for Olga's Kitchen as requested, based on the Staff report. Ms. Farmer supported the motion. The motion was approved unanimously.

PUBLIC HEARING: CORNER@DRAKE SIGN DEVIATION

Consideration of an application from Corner@Drake E, LLC for a dimensional departure from Section 76.170 of the Township Zoning Ordinance, to allow for greater sign area and height for one new freestanding sign within the Corner@Drake PUD. The departure is requested under Section 60.405 of the Planned Unit Development Ordinance. The subject property is located within the Corner@Drake PUD at the northwest corner of Stadium Drive and Drake Road, within the C: Local Business District. Parcel Nos. 3905-25-075-029 and 3905-25-240-004.

Chairperson Bell moved to the next item and asked Ms. Johnston for her review.

Ms. Johnston reported Corner@Drake E, LLC is requesting consideration from the Planning Commission for the development of a new freestanding ground sign within the Corner@Drake Planned Unit Development (PUD). Specifically, a new monument/pole sign to be placed along Drake Road in front of the Corner Shoppes.

Section 76.000: Signs and Billboards defines ground signs in the following ways:

- Ground Mounted Sign - A sign which extends from the ground or that has a support placing the bottom thereof less than three feet from the ground.
- Pole Sign (or Pylon Sign) - A sign with all parts of the display sign area at a height of eight feet or more, excluding the necessary supports, uprights or braces.

She said the design of the proposed sign has the following characteristics:

- Total height = 22 feet, 6 inches
- Height of sign display area above grade = 8 feet
- Total sign display area = 110.83 square feet
- Two individual ground mounted support structures

Ms. Johnson explained the design of the proposed sign does not easily fit into either of the definitions noted above. The sign face does begin at eight feet above grade, which fits into the definition of a pole sign, but the sign area exceeds the allowable 90 square feet, and the sign height is 2 feet 6 inches taller than the 20 feet permitted. Conversely, the sign does not meet the ground mounted height for the sign face above grade of three feet, is twice as tall as the 10-foot total permitted height, but meets the square footage allowance for sign display area.

Section 60.405 of PUD Ordinance allows the Planning Commission to consider a departure from the dimensional requirements of the Zoning Ordinance. She provided examples of previous Planning Commission approved departures from the Zoning Ordinance for signage under the standards of section 60.405, at the Corner @ Drake development.

Ms. Johnston noted the original sign program provided to the Township in 2014 for the Corner@Drake project worked to limit the number of freestanding ground signs found within the larger PUD. Technically, many of the parcels within the PUD could have more than one ground mounted sign due to frontages on multiple roads. By constructing multi-tenant signs, particularly the entry multi-tenant sign at Drake and Century Ave which advertises the interior PUD tenants, the total number of freestanding signs were significantly reduced. The current request was included in the original sign program for the development, listed as possible future construction.

Also to be noted is that the Corner Shoppes are permitted a freestanding ground sign as this development is located on an individual parcel. The dimensional departure requested by the applicant is to allow the sign to be developed per the illustration provided with their application.

She reiterated the Zoning Board of Appeals previously approved a variance for height and size for the existing entry multi-tenant sign. At the time of the application, the PUD had not yet been established and therefore, the request was submitted to the Zoning Board of Appeals. In addition, the Planning Commission has provided departures from the ordinance, both to allow more wall signage and to allow off-site signage at the entry sign.

Township Staff believes approving this request would be in keeping with the Planning Commission's general approach to implementing Section 60.405 of the PUD Ordinance. Allowing the larger multi-tenant signs generally reduces the total number of signs found within the PUD and permitting the greater height allows this new sign to aesthetically resemble the existing signage found within the PUD. In addition, substantial justice will be observed; the public health, safety, and general welfare will not be compromised; and it can be argued that allowing this additional sign will make for a more cohesive, user-friendly commercial development.

Given these findings, Ms. Johnston recommended the Planning Commission approve the request for the ground mounted sign at the Corner Shoppes as presented

in the elevation drawing developed by SignArt dated August 3, 2018, which details a sign that is 22 feet, 6 inches in height and has a sign display area of 110.83 square feet.

Chairperson Bell asked if Commissioners had questions for Ms. Johnston.

Ms. Johnston answered questions, saying the signs would be illuminated internally just like other Corner@Drake signs, and reviewed the dimensions of the proposed sign and how it is a departure from Ordinance.

The Chair asked whether the applicant wished to speak.

Mr. Curt Ardema, AVB, 4200 Centre Street, provided background about signage from the beginning of the 2014 development prior to the development of the PUD and that this sign was always in the plan if it was needed by businesses. Five of five businesses want the sign constructed. It meets the overall theme and tone of the development, consolidates individual business signs onto one sign, and is designed to funnel traffic to the correct places.

Chairperson Bell commented it would be helpful to have documentation in addition to oral reports for requests for sign deviation. She confirmed with Mr. Ardema that ground signs will not be provided for individual users at the Corner Shoppes. She also asked if that covers banks.

Mr. Ardema said the banks land lease of their own parcels for free-standing buildings; they requested their own free-standing signs. They know they will not be allowed to have additional free-standing signs. In addition, this will be the only sign for the Corner Shoppes.

There was also discussion of the increasing difficulties with traffic flow within the PUD, particularly turning left from the Costco gas station and plans AVB has for restriping to provide visible turn lanes and signage to assist departing from the Costco area. When future buildings are constructed west of Trader Joe's, additional methods to handle traffic flow will be considered.

The Chair moved to Board Deliberations.

Several Commissioners voiced their support for approval of the request for an increase in sign height in order to avoid individual signs, too many of which can be confusing to drivers, and to provide drivers on Stadium Drive a quick evaluation of what businesses are in the PUD.

There were no further comments; Chairperson Bell asked for a motion.

Ms. Farmer made a motion to approve the special exception use request for a free-standing ground sign as presented in the drawing developed by SignArt and dated

August 8, 2018, based on the Staff report. Ms. Maxwell supported the motion. The motion was approved unanimously.

OLD BUSINESS

Work Item Updates:

- i. **Zoning Ordinance Re-Organization**
- ii. **Ordinance Amendments: Agritourism, Setbacks, Conditional Zoning, Lighting**
- iii. **GO! Green Oshtemo Plan**
- iv. **Village Theme Development Plan**

Chairperson Bell moved to the next item and asked Ms. Johnston for her review.

Ms. Johnston noted there are only three meetings left in calendar year 2018, the workload on current projects is heavy, and wanted to discuss how to prioritize projects.

After discussion, it was agreed to change the start time to 6:00 p.m. for the meetings of October 25, November 8 and December 13 and priority order was established in order to complete as many of the initiatives as possible by year end.

ANY OTHER BUSINESS

There was no other business to consider.

PLANNING COMMISSIONER COMMENTS

Commissioners had no comments to share.

ADJOURNMENT

Hearing no further comments, Chairperson Bell adjourned the meeting at approximately 9:55 p.m.

Minutes prepared:
October 13, 2018

Minutes approved:
_____, 2018

October 18, 2018



Mtg Date: October 25, 2018
To: Planning Commission
From: Julie Johnston, AICP
Subject: *GO!* Green Oshtemo Plan

The *GO!* Green Oshtemo planning effort has been underway since around the first of the year. The intent of the project is to coordinate the parks, recreation, nonmotorized, and conservation plans of the Township into one guiding document. This Plan will not only assist the Township in achieving its overall vision, but will support grant applications made to state and local agencies.

To ensure that the *GO!* Green Oshtemo Plan is supported to the fullest extent, it will be incorporated as part of the Township's Master Plan. To accomplish this goal, the Plan must go through the state mandated public hearing process for community master plans, which includes a public hearing before both the Planning Commission and Township Board.

During the course of development, individual study groups were created for the different components of the Plan – parks and recreation, nonmotorized, and conservation. These study groups have been meeting regularly to help guide the public process, provide input into the development of the plan, and offer a citizen's perspective.

The design of the Plan has changed since the initial submittal to the Planning Commission for the September 27th meeting. To facilitate a plan that is user-friendly and graphically interesting, a Summary Report booklet has been developed. Outlined in the booklet are the appendices, which provide the more detailed information utilized to create the Plan, as well as the detailed Action Plans. Since most will be accessing this Plan through the Township's webpage, the document was also designed for the online user, allowing the appendices to be separate links. This will make it easier for individuals to concentrate on the material they are most interested in.

Attached to this memo is the first draft of the Summary Report, as well as the Action Plan appendices. The remaining appendices are still being organized by staff but will be made available by the November 8th meeting. The goals and action strategies were reviewed by the study groups and have been presented at a public open house. Any comments or requested changes would be greatly appreciated as we complete the development of the Plan.

Thank you.



GO! Green

Oshkemo

Parks & Recreation ↔ Nonmotorized Transportation ↔ Conservation



Summary Report, Adopted ??

ACKNOWLEDGEMENTS

The development of this Plan was a collaborative effort, created through the engagement of citizens and stakeholders of the Township at various meetings, workshops and online engagement. This Plan recognizes the contributions of all who participated in the planning process.

Township Board

Libby Heiny-Cogswell, Supervisor
 Nancy Culp, Treasurer
 Dusty Farmer, Clerk
 Dave Bushouse
 Deb Everett
 Zak Ford
 Ken Hudok

Planning Commission

Cheri Bell, Chair
 Bruce Vanderweele, Vice Chair
 Dusty Farmer, Township Board Liaison
 Frederick J. Antosz
 Ollie Chambers
 Micki Maxwell
 Mary Smith

Parks Committee

Cheri Bell
 Deb Everett
 Libby Heiny-Cogswell
 Paul Sotherland

Parks and Recreation Study Group

Bree Bennett
 Courtney Colia
 Deb Everett
 Libby Heiny-Cogswell
 Dave Walch
 Jenn Wright
 Mary Smith

Nonmotorized Transportation Study Group

Cheri Bell
 Deb Everett
 Libby Heiny-Cogswell
 Harry Jachym
 Barb Malsom
 Paul Sotherland

Conservation Study Group

Tyler Bassett
 Richard Brewer
 Dusty Farmer
 Nate Fuller
 Libby Heiny-Cogswell
 Chad Hughson
 Paul Sotherland
 Lorri Walch
 Jenn Wright

Consultant Assistance

Ken Peregon, OCBA
 Norm Cox, The Greenway Collaborative
 Caroline Prudhomme, The Greenway Collaborative
 Nate Fuller, Southwest Michigan Land Conservancy

Staff Support

Jamie Baker, Public Works Technical Specialist
 Natalie Bond, Planning Intern
 Ben Clark, GIS Specialist
 Karen High, Parks Director
 Julie Johnston, Planning Director

The Township also wishes to thank the residents and interested citizens who attended the public outreach meetings throughout the development of the Plan. Your assistance was invaluable to the planning effort!

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 Guiding Principles.....Pg. 13
 Goals and ActionsPg. 15

The intent of this document is to provide a summary report of the complete *GO! Green Oshtemo Plan*. The full Plan can be found on the Township’s website at www.oshtemo.org under the Parks or Planning Department’s webpages. The full report includes the appendices outlined below:

Appendices:

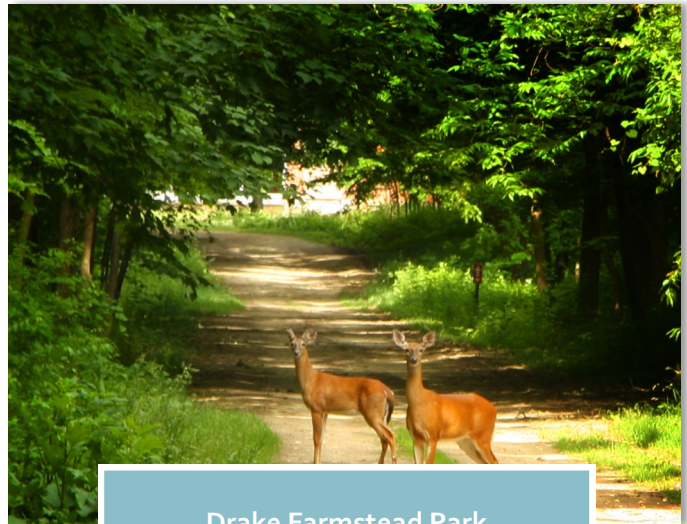
- A. Existing Conditions Inventory
- B. Trends and Needs Overview
- C. Public Input Summary
- D. Parks and Recreation Action Plan
- E. Nonmotorized Transportation Action Plan
- F. Conservation Action Plan
- G. Collective Plan Goals and Action Strategies
- H. Parks Administrative Structure
- I. Resolution of Approval

Technical Support Documents:

- J. Park Plans/Maps
- K. Nonmotorized Corridor Recommendations
- L. Capital Improvement Plan
- M. Complete Streets Policy



Wiffleball at Township Park



Drake Farmstead Park

“One may lack words to express the impact of beauty but no one who has felt it remains untouched. It is renewal, enlargement, intensification. The parks preserve it permanently in the inheritance of the American citizens.”
 ~~Bernard DeVoto

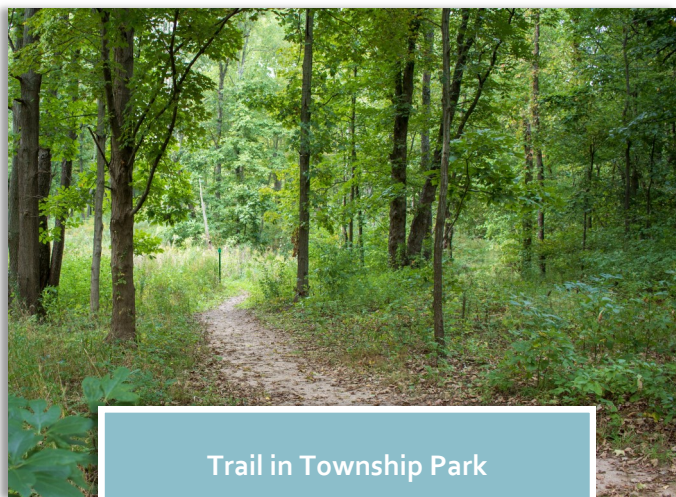
OVERVIEW

Introduction

The *GO! Green Oshtemo Plan* is the first of its kind for Oshtemo Township where parks, recreation, nonmotorized facilities, and conservation of open space and greenways is planned in a comprehensive and coordinated way. The Plan is a guide that addresses expressed community desires related to these important amenities, which play a vital role in the lives of Township residents by providing:

Active recreational opportunities.	Passive enjoyment of rural areas and natural landscapes.	Opportunities for environmental preservation and sustained rural character.	Improved community health and quality of life.
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The Township prides itself on the existing parks and nonmotorized facilities within the community that are extensively utilized by Oshtemo and neighboring residents. In addition, the open space opportunities provided by Township partners such as the Lillian Anderson Arboretum owned by Kalamazoo College and the Wolf Tree Nature Trail Preserve owned by the Southwest Michigan Land Conservancy offer those natural outdoor experiences for residents in close proximity to where they live. The Township’s desire to continue to address conservation of open spaces and greenways is not only to provide habitat protection but to preserve rural character and add to the overall aesthetic value of the community. Finally, the planned nonmotorized network is the framework that connects residents to these important destinations.



Trail in Township Park

Caring for and preserving these resources, as well as adapting to the changing needs of the community is essential to Oshtemo’s health and sustainability. As population continues to increase, understanding and planning for these changes will be critical to future capital improvement decisions. The *GO! Green Oshtemo* planning effort included a thorough process of public input, inventory, and data collection. The public input has provided Township leaders and staff a better understanding of its residents’ needs and desires. The *GO! Green Oshtemo Plan* captures these needs and provides goals and action strategies to accomplish the desired improvements.

Did You Know....

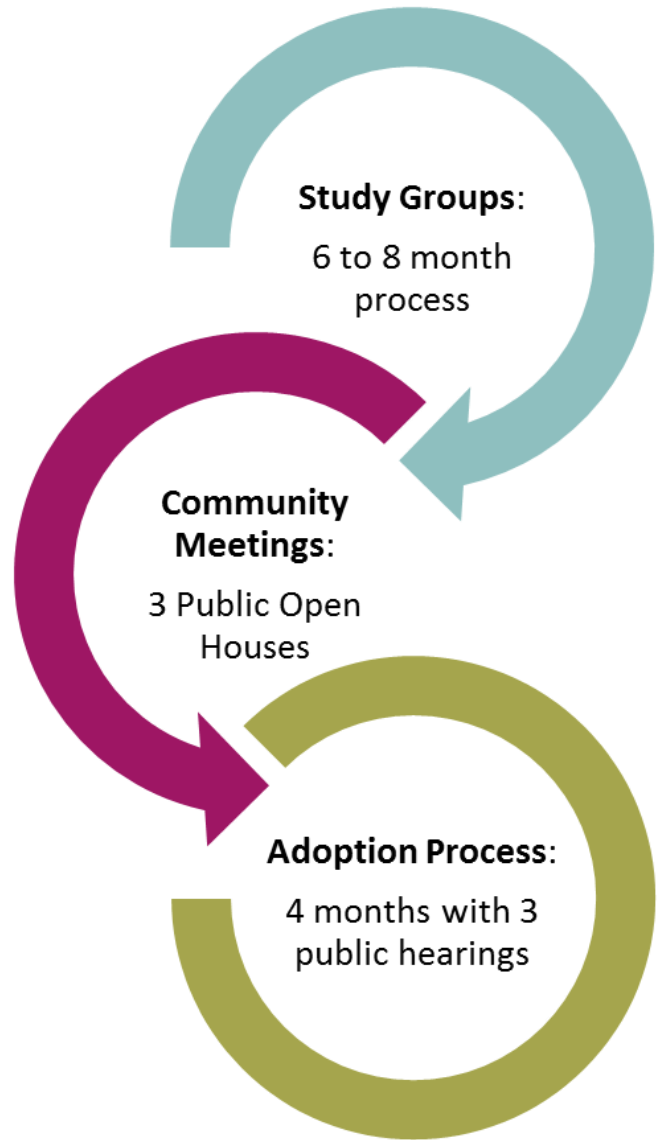
- ◆ The Township has approximately 122 acres currently dedicated to parks and recreation:
 - ⇒ Flesher Field Park - 24 acres
 - ⇒ Oshtemo Township Park - 70 acres
 - ⇒ Drake Farmstead Park - 26 acres
 - ⇒ Grange Hall and Playground - 2 acres
- ◆ Two community buildings are available for rent to Oshtemo residents:
 - ⇒ Community Center
 - ⇒ Grange Hall
- ◆ Between 2011 and 2017, almost \$3 million has been spent on improvements to the facilities within the parks and the community buildings. Of this total, approximately 61 percent or \$1.75 million was funded through grants and private donations.
- ◆ Oshtemo has approximately 17 miles of nonmotorized facilities, including multi-use paths, sidewalks and trails.
- ◆ In 2017, the Township Board adopted a Natural Features Protection District as part of the Subdivision/Site Condominium Ordinance in an effort to preserve open space and important natural resources found in the more rural part of the Township.
- ◆ Additional recreation and conservation opportunities in the Township managed by other organizations include:
 - ⇒ Lillian Anderson Arboretum
 - ⇒ Wolf Tree Natural Trail Preserve
 - ⇒ Kal-Haven Trail State Park and Kalamazoo River Valley Trail

Resident-Driven Plan

Public participation played an integral role in the *GO!* Green Oshtemo planning process. Three study groups were established - Parks and Recreation, Nonmotorized Transportation, and Conservation - to help guide the development of the larger plan. The study groups included interested residents, Township Board, Parks Committee, Planning Commission members, and staff. The groups generally met monthly to discuss the public process, review research conducted by staff, provide input on the plans goals, action strategies, and outcomes.

Three public outreach meetings were held throughout the development of the *GO!* Green Oshtemo Plan to garner resident feedback. During the first workshop and for a month after in an online format, the Township requested residents complete a survey with questions related to parks, nonmotorized transportation, and conservation. Over 200 citizens responded to the survey, providing important insight into resident desires.

Finally, an adoption process was designed to allow for three public hearings, providing the residents of Oshtemo opportunities to weigh in on the draft plan. The first was with the Township Board in November of 2018, which was at the beginning of a four month process. The Plan was updated based on the input received and then a public hearing was held by the Township Planning Commission in January of 2019. They made a recommendation to the Township Board, who ultimately approved the Plan in February of that year.

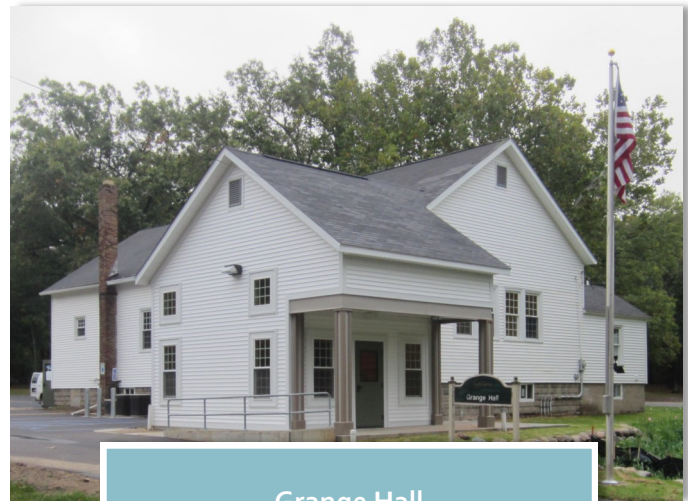


GO! Green Oshtemo Kick-Off Meeting

Existing Inventory

Grange Hall and Playground - Neighborhood Park and Community Building

The Grange Hall is a historic building located in the rural north-west quadrant of the Township on North 3rd Street. It has ties to Oshtemo’s agricultural heritage hosting the Grange Association and is a popular location for country and square-dancing sessions. The building was renovated in 2017 making it fully accessible, with an elevator to both levels and barrier-free restrooms. The site also contains a small new playground, picnic area, and basketball court, classifying it as a neighborhood park.



Grange Hall



Flesher Field: Music in the Park

Oshtemo Township Park - Community Park

This park measures roughly 70 acres and is located behind the Township Hall at West Main and 7th Streets. It features both an active recreation area and a hilly, wooded area for passive recreation. The park includes two paved loop trails, a playground, two picnic shelters, two tennis courts, two basketball courts, a wiffleball field, restroom building, and parking lot. One of the biggest draws is the 18-hole disc golf course that weaves through the wooded area of the park. Unpaved walking trails are also found in the wooded area with an overlook, which was constructed in 2012. Township Park has become extremely popular, attracting both visitors from within the Township and surrounding county.

Flesher Field Park - Community Park

Flesher Field, located on 9th Street south of Stadium Drive, is a popular destination for field games, family gatherings, and special events. A key attraction of this 24-acre park is the large open sports field available for soccer, football, and other games. The newly upgraded park also features a playground, two picnic pavilions, two wiffleball fields, accessible restrooms, a 0.17-mile paved loop trail, and a gazebo and garden area.

In addition to the active recreation area, Flesher Field has 12 acres of woodlands west of the sports field. The woodlands feature a canopy of white oaks interspersed with red and black oaks and hickory trees that support many species of wildlife, especially birds and butterflies. Future plans call for continued forest management, invasive species control, and improvements to the informal walking trails located here.



Group Hike at Township Park

Drake Farmstead Park - Community Park and Historic Building

Drake Farmstead Park is a 26-acre park currently under development at the eastern edge of the Township on Drake Road north of West Main Street. A master plan was developed with public input in 2015 that proposes new recreational uses for the property while preserving the historic character and rural atmosphere of the Farmstead.

Listed on the National Register of Historic Places, the site contains an historic brick farmhouse that is being restored by volunteers with the Oshtemo Historical Society. Touring the restored farmhouse will allow visitors to better understand life in the early years of the Township.

Walking trails, a picnic shelter, interpretive signs, and a parking lot will be developed in 2019 with funding from the Michigan Natural Resources Trust Fund and Oshtemo Township. A 1,200 square foot multi-purpose building will also be constructed in 2019. Built in the style of the former carriage barn, it will host year 'round recreation activities and educational programs focused on nature and local history. The building will also house the park's restrooms.

Park trails will traverse a variety of natural communities, from reconstructed prairie to savanna to managed woodlot. Future plans for the park include development of an event lawn for outdoor community events, a gazebo and garden area for concerts and small events, and an educational garden.



Drake Farmstead

Nonmotorized Network

The first nonmotorized plan for Oshtemo Township was developed in 2008, with updates to the plan completed in 2012. In addition, nonmotorized transportation needs were outlined in the Township's 2011 Master Plan. As nonmotorized planning is



West Main Street Multi-Use Path

relatively new to the Township, a full network of multi-use paths, bike routes, sidewalks, connector trails, and other nonmotorized facilities is still developing. Ultimately, this network is intended to connect Oshtemo residents to parks, regional trail facilities, retail areas throughout the Township, and to surrounding communities.

A step in this direction is the recent approval of a Complete Streets Policy for the Township. The policy defines complete streets as a design framework that enables safe and convenient access for all users, including pedestrians, bicyclists, transit riders, and citizens of all ages and abilities. Recognizing that the Township's transportation system needs to be about more than moving vehicles efficiently and safely, the network also needs to meet the needs of all users. In addition, the Township's Subdivision and Site Condominium Ordinance requires sidewalks in all new developments.

Currently, Oshtemo has approximately 17 miles of nonmotorized facilities. This includes facilities like the 10-foot multi-use path along West Main Street, sidewalks within neighborhoods, and unpaved off-road trails within the parks.

In addition, the Kalamazoo Region has just over 250 miles of non-motorized facilities, many of which are dedicated shoulders for pedestrians and bicyclists. The region has over 70 miles of off-road, shared use paths, like the Kalamazoo River Valley Trail (KRVV) and the City of Portage Eliason Nature Reserve Trail, and the trails through Portage Creek Bicentennial Park. Nearly 55 miles of bike lanes currently exist in the Kalamazoo Area Transportation Study (KATS) region, which encompasses Kalamazoo County and an eastern portion of Van Buren County.

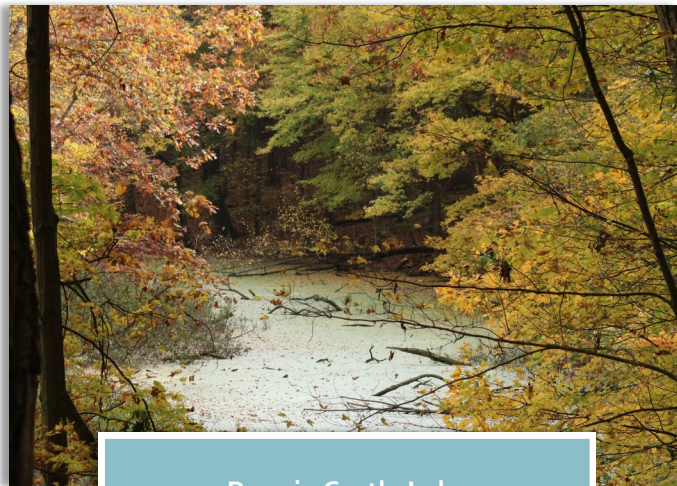
Conservation

“Savvy states and communities are starting to think about green space in a more thoughtful and systematic way. They realize that green infrastructure is not a frill - it is smart conservation for the twenty-first century.”

~Mark. A Benedict and Edward T. McMahon
Conservation Fund

Conservation of important natural features has been a priority of the Township’s for many years, as evidenced by previous Master Plan goals and Zoning Ordinance regulations that seek to preserve open spaces. This, however, is the Township’s first comprehensive review and planning effort to address natural features directly. They are an important element of the character of Oshtemo Township, particularly in the less developed western portion of the community. Natural features are not easily restored after they are degraded, and they provide numerous existing and potential areas for parks and recreation, particularly conservation and greenway opportunities.

The pre-settlement ecosystems within the Township included oak savanna, prairie, oak and beech and maple forests. Oak savanna, a plant community where herbaceous and woody plants co-dominate, was formerly a defining feature of southern Lower Michigan, and is now one of the rarest plant communities. Remnants of these pre-settlement ecosystems present a unique opportunity within Oshtemo Township, because they are areas that have been relatively undisturbed by human influence. Possible remnant ecosystems may be found in wetlands



Bonnie Castle Lake

near the northwestern boundary of the Township, at the south-east Township boundary near the Al Sabo Preserve in Texas Township, within the Arcadia Creek area along the eastern boundary of the Township, cemeteries, and areas along railroads.

Woodlands comprise over 33 percent of total land area in Oshtemo and are found throughout the Township. They play an important role in wildlife habitat, air quality, and recreation. In both the rural and more developed areas of the Township, proximity to these woodlands should be considered an asset and preservation should be a priority as recreational use of these woodlands – including hiking, biking, or simply natural areas – can become an amenity for residents.



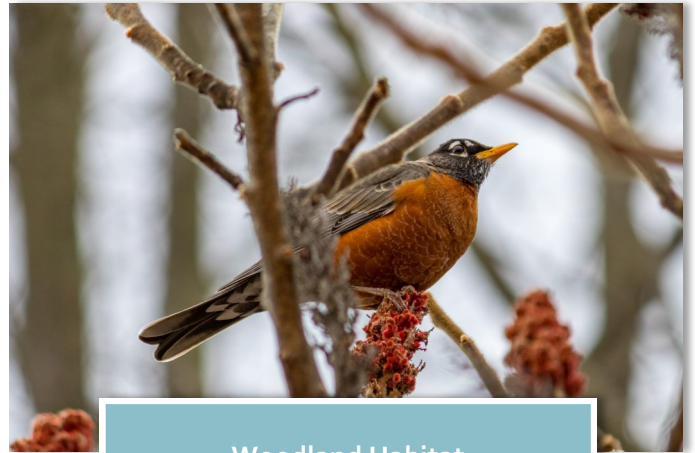
Wetland Habitat

Small lakes, ponds, and wetland areas are scattered throughout the Township. Water features are generally valued for their views, sense of tranquility, and recreational opportunities that they provide. Wetlands which are valued for water quality improvement, flood storage, and wildlife habitat are located primarily near the small lakes found in Oshtemo. The Township Master Plan indicates that water is the smallest undeveloped land use category, comprising 3 percent of undeveloped land and just over 1.6 percent of total land in Oshtemo Township.

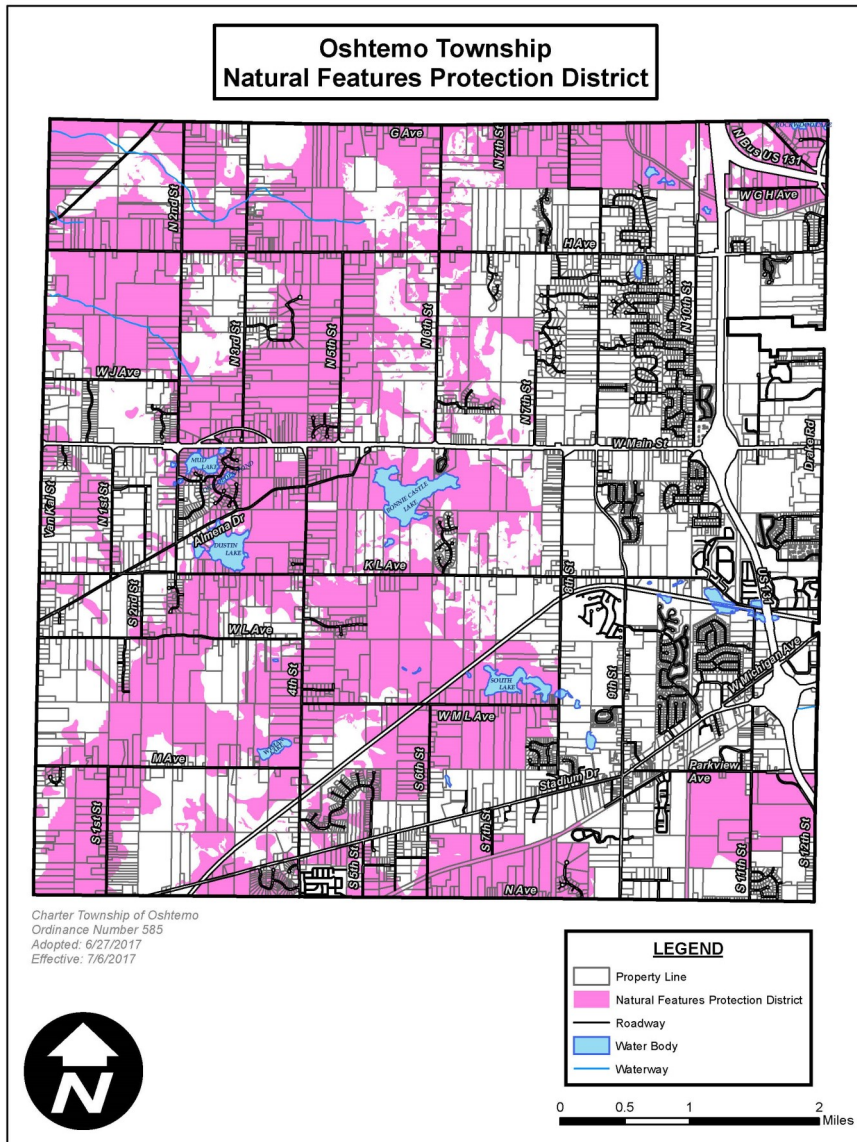
Soils in Oshtemo Township are generally sandy loams, which have high value locally as an agricultural resource and present a number of limitations to development that should be considered when determining areas for conservation or future park development. Because of sandy soils and high permeability, the Township generally has elevated annual groundwater recharge potential from 12-17 inches per year. Groundwater is the only source of drinking water in Kalamazoo County. Therefore, clean accessible groundwater is a critical quality of life

indicator for the Township, particularly for those areas that do not have accessible to treated water through the City of Kalamazoo’s public system.

The Western Michigan University Upjohn Center for GIS and Geographical Change provided a Natural Features Preservation report to the Township. The goal of this project was to accurately locate natural features and existing protected areas and greenspace that contribute to the quality of life and rural character of Oshtemo. This report contributed to the development of the first Natural Features Protection District, which was developed as part of the Township’s Subdivision/Site Condominium Ordinance. The intent of the ordinance is to preserve up to 40 percent of a parcel located within the District if it is ever developed under the Subdivision/Site Condominium Ordinance. In addition, as properties develop the preserved land must attach to any neighboring open spaces, ultimately creating a connected network of greenways throughout the Township.



Woodland Habitat



TRENDS AND NEEDS

Transforming Trends

Changing Demographics

- Oshtemo’s population is expected to increase by 47% by 2040.
- By 2021, approximately 21% of the Township’s population will be 65 years and older.
- More than 13% of the population has a disability, and this number increases as the population ages.

Implications:

- More parks will be needed.
- Loss of open space and natural areas as new development is constructed.
- Multi-modal and accessible facilities will be critical.

Lifestyle Trends

- Main lifestyle segments* in Oshtemo are:
 - * College Town - students or university employees - seek new experiences, variety, and adventure.
 - * Retirement Communities - generally 55 and older - are health conscious and enjoy organized recreation.
 - * Green Acres - Average age is 43 - prefer country living and active outdoor sports, like hiking.

Implications:

- A need for more organized sports and activities within the parks.
- Development of hiking and biking trails.
- Connections of nonmotorized facilities to destinations and greenspaces.

Health Concerns

- According to Michigan Department of Community Health** for Kalamazoo County:
 - * 65% are overweight or obese (BMI 25+).
 - * 12% have been diagnosed with diabetes.
 - * 22% of adults do not engage in any physical activity.
- #1 cause of death in Kalamazoo County is heart disease.

Implications:

- Encourage participation in active recreation and outdoor activities.
- Support greenways that allow for walking, hiking, and biking.
- Ensure facilities are accessible to all ability levels.

Increased Development

- Dominate land use is residential, with 49% listed as rental units.
- Approximately 575 new housing units were built between 2010 and 2016.
- Commercial/industrial land uses total approximately 10% of Oshtemo acreage.
- Rural character continues to be vital to Township residents.

Implications:

- Conservation of open spaces is vital to maintain rural character.
- Natural features within the developed areas need protection.
- Habitats are threatened by continued development.

*Esri Tapestry Segmentation, 2016 (2017 Master Plan Update)

**Community Health Needs Assessment, Bronson Methodist Hospital, December 2016.

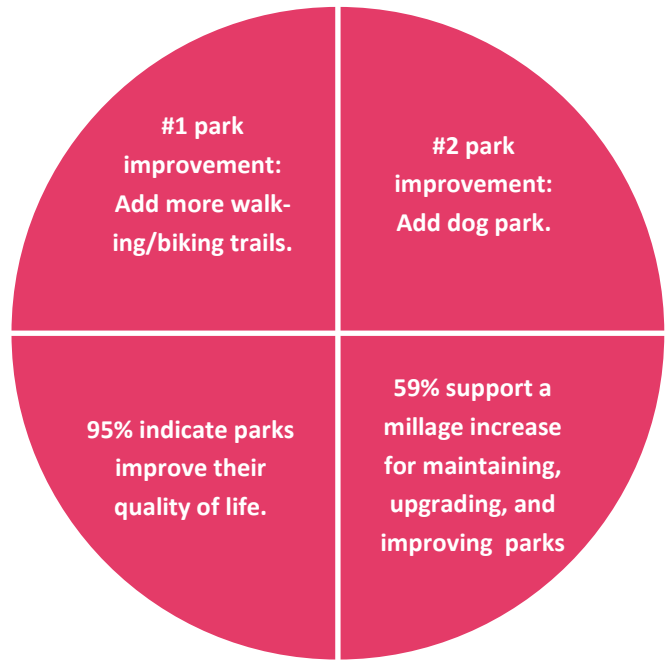
Community Input

Residents who attended the *GO!* Green Oshtemo Kick-Off Meeting provided a myriad of input on parks and recreation, nonmotorized transportation, and conservation within Oshtemo. As the meeting progressed, the following top six themes emerged as most important to the participants:

- Increase connectivity to destinations within the Township (township hall, parks, library, retail centers, nature preserves, etc.)
- Increase safety for nonmotorized pedestrians and bicyclists; think of needed functional requirements.
- Consider additional neighborhood parks in the urban area of the Township.
- Provide more passive and active recreation opportunities in the parks, including winter options.
- Protect important natural features in the urban area of the Township.
- Focus primary conservation efforts for greenways, trails, habitat corridors in the western “rural” area of the Township.

In addition, subsequent open houses asked residents to indicate desired amenities within the parks. The top three responses included basketball courts, walking/biking trails, and water spray park.

2017 Community Survey

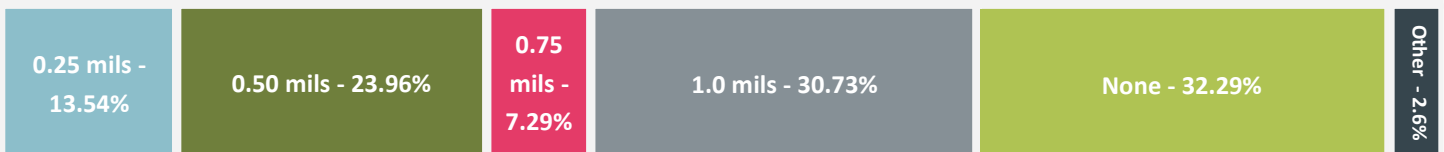


2018 *GO!* Green Oshtemo Survey - Sample Questions:

What benefit of nonmotorized facilities are most important to you? (choose all that apply)	
Transportation to Work	10.94%
Connectivity to Destinations	39.06%
Access to Nature/Outdoors	55.73%
Recreation/Fitness	73.44%
Other	10.42%

If the Township works to conserve greenways/open spaces, should paths/trails be developed within those areas?	
Definitely	36.18%
Maybe, but Strategically Placed	30.65%
No, Preserve as Natural	30.15%
Not Sure	1.51%
Other	1.51%

What level of millage would residents support for parks, sidewalks, trails, and conservation?



Organizational Needs

In addition to understanding the demographic trends and input from Oshtemo residents, comparing the Township’s existing amenities against recommended guidelines developed by the Michigan Department of Natural Resources (MDNR) assists Township officials to determine possible future needs. It is important to note that the Township cannot meet all of its residents recreation needs. Therefore, an understanding of other local facilities owned and maintained by partner organizations or private entities helps to fill those possible recreation “gaps.” A full analysis of existing facilities is provided in Appendix A, but the following information details specifics for the Township based on its current population estimate of 22,671 persons.

MDNR Guidelines for Recommended Park Acreage

	Neighborhood Park	Community Park
Recommended Park Acres/1,000 Population	2 acres	5 to 8 acres
Recommended Number of Acres per Park	5 to 10 acres per park	30 to 50 acres per park
Recommended Park Acreage for Oshtemo Population	Approximately 45 acres	Approximately 181 acres
Recommended Number of Parks for Oshtemo	4 to 8 parks	3 to 6 parks
Total Township Park Acres	1 park	3 parks
Total Number of Township Parks	2 acres	120 acres

MDNR Facility Standards Comparison Sampling of Suggested Facility Development Standards Oshtemo Township and within 1/2 Mile of the Township

Activity/Facility	Service Radius	No. of Units per Population	Suggested based on Oshtemo Population	Township Owned	Other Publicly Operated	Township Deficiency	Total Deficiency
Basketball	1/4 - 1/2 mile	1 court per 500	5	2	4	3	1 surplus
Tennis	1/4 - 1/2 mile	1 court per	11	2	8	9	2
Soccer	1 - 2 miles	1 field per 10,000	2	1	11	1	9 surplus
Local Walking Paths	N/A	N/A	Unknown	1	7	Unknown	Unknown
Baseball	1/4 - 1/2 mile	1 field per 500	5	0	2	5	3
Football	15 - 30 minutes travel time	1 field per 20,000	1	0	1	1	0
Volleyball	1/2 - 1 mile	1 court per	5	0	1	5	4
Regional Multi-Use Trails	N/A	1 system per region	1	0	1	0	0

GUIDING PRINCIPLES

In the development of the *GO! Green Oshtemo Plan*, six guiding principles were created to help direct the long-term vision for the community. Guiding principles are constant and articulate the core ideals that both guided the *GO! Green Oshtemo* planning effort, as well as the direction of the goals and action strategies over the Plan's 5-year time horizon and beyond.

Health and Wellness

With the rising rates of chronic disease and an increased prevalence of sedentary lifestyles of many Americans, the affordable and accessible solution of local parks and recreation opportunities becomes more important. Beautiful, well-maintained parks and nonmotorized facilities are a source of pride for the Township and reflect our community's priorities to improve quality of life and help make healthy lifestyle choices possible for all members of the community.

In addition to personal health, parks and recreation opportunities are a livability factor for the community as a whole. According to the National Recreation and Parks Association, recreation opportunities are often cited as one of the most important factors in surveys regarding community livability. Parks, in particular, are a gathering place for all individuals to promote fun, learning, and enjoyment regardless of their socioeconomic status.



Family Activity: Music in the Park



Accessible Trail: Township Park

Accessible and Connected

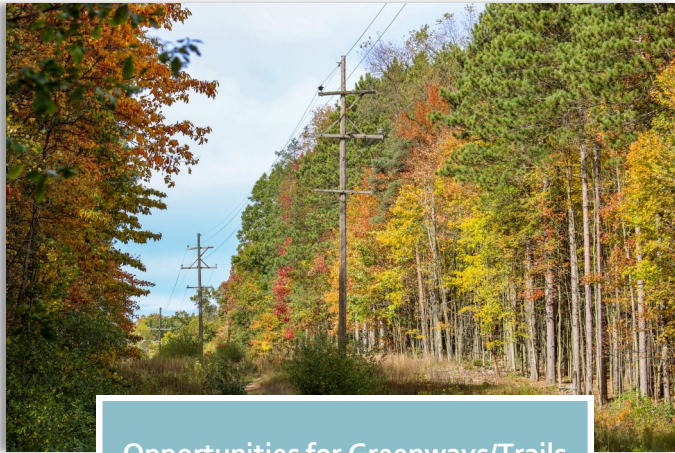
Oshtemo Township has a dual nature. The roughly east third of the Township is urbanized with higher residential and commercial densities, while the western two-thirds is predominately rural residential, with scattered subdivisions and large relatively undeveloped parcels. A guiding principle of this Plan is to find ways to link these disparate development patterns through connections between conservation, parks, and nonmotorized planning.

In addition to connecting the urban and rural areas, this Plan intends to link people to their community. Both popular destinations within Oshtemo and the natural environment will be networked through nonmotorized facilities and greenways. Partnerships with conservation organizations will provide outdoor opportunities and environmental education programs to connect residents to the natural world.

Finally, ensuring social equity through accessibility is also key to any implementation strategies of this Plan. Parks and recreation facilities, both passive and active, should encourage diverse populations to interact and recreate.

Conservation and Preservation

The natural environment is an important characteristic of Oshtemo Township. Once impacted, the natural features on the land cannot be easily restored. To help protect this green infrastructure, the Township will actively conserve land, preserve landscapes in the built environment, and develop sustainable practices for the responsible management of Township owned facilities.



Opportunities for Greenways/Trails

Improvements and Maintenance

Continuous improvements and innovation help ensure that our parks, recreation, nonmotorized, and greenway facilities are efficient and relevant to the community. Ensuring that past projects are completed and existing facilities are maintained will continue to be a consideration of the Township as capital improvement planning is conducted each year.



Grange Hall Improvements



Volunteers at Flesher Field Park

Prioritization and Implementation

Funding is an essential part of providing parks, recreation, greenway, and nonmotorized facilities and amenities in Oshtemo Township. Each year, the Township completes a five-year capital improvement plan, which prioritizes facility development. While this Plan delineates implementation, as grants become available the Township may need to be nimble and allow priorities to shift based on available funding.

Partnerships and Relationships

Engaging the Oshtemo community is a key aspect of this Plan as well as any future implementation efforts. Transparency related to planning, budgeting, and facility improvements will be continuous priorities.

Both the public and private sectors will be important partners to maximize limited resources for conservation, parks, and nonmotorized planning. Improving relationships and coordinating efforts will improve outcomes for the benefit of all Oshtemo residents

GOALS AND ACTIONS

Goals

The goals outlined in this Plan are intended to be broad, visionary statements that are not time specific and are intended to serve as a guide to future Township leaders and staff. In addition, they are integrated with and support the overall Master Plan for the Township. The action strategies, which can be found in detail in Appendices D through G, translate these goals into more specific direction that will help implement the overall vision of the Plan. The development of these goals and action strategies were accomplished through:

- An understanding of current conditions within the Township;
- The public input process both conducted for the development of this Plan and other Master Plan and Township outreach efforts;
- The vision of the current Township Master Plan, and past Park and Recreation, and Nonmotorized Plans; and,
- Direction from the *GO! Green Oshtemo* Study Groups.

The goals identify a desired future outcome for the entirety of the Township, creating a cohesive whole that allows each segment of the *GO! Green Oshtemo* effort to interrelate and support the other. They also describe broad public purposes towards which the individual action strategies are aimed.

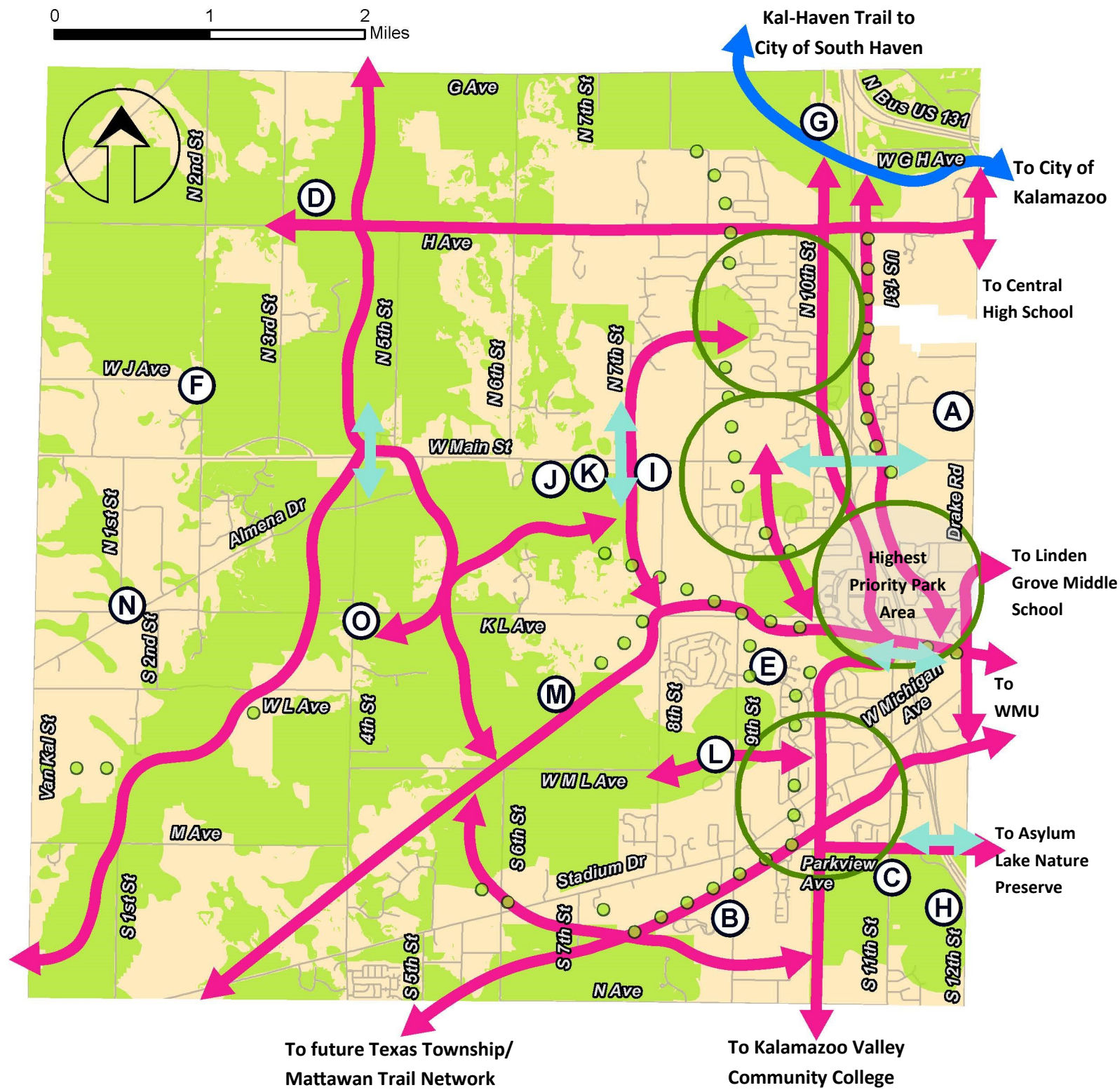
Conceptual Framework Map

The *GO! Green Oshtemo* Plan is all about connections. Connecting our residents to those amenities that support and enhance the quality of life in Oshtemo Township. As a community that sustains both a suburban and rural environment, linking these dual characteristics is critical to enriching all lifestyles. The Conceptual Framework Map on the following pages provides that “big picture” plan; linking east to west, parks and conservation, and a far-reaching nonmotorized network that connects it all.

The Natural Areas of Interest outlined on the map are those areas of the Township where significant natural features may be found and where future conservation efforts may be targeted. The Neighborhood Park Focus Areas delineate where the Township will concentrate efforts for possible future park development, due to population and development densities. Finally, the Conceptual Nonmotorized Framework is a high level model of how the future network may develop over time. It is intended to convey important linkages and how this system interacts with destinations, neighborhoods, commercial areas, and future conservation opportunities.



Conceptual Framework Map



DESTINATION

A	Drake Farmstead Park
B	Flesher Field Park
C	Genessee Prairie Cemetery
D	Grange Hall & Playground
E	Heritage Christian Academy
F	Hill Cemetery
G	Kal-Haven Trail State Park
H	Kalamazoo Chirstian Elementary
I	Kalamazoo Public Library
J	Lillian Anderson Arboretum
K	Oshtemo Township Park
L	Prairie Ridge Elementary
M	Schellenberg Nature Preserve
N	West Osthemo Cemetery
O	Wolf Tree Nature Preserve Trails

- Road Network
- Potential Wildlife Habitat Connections
- ▭ Neighborhood Park Focus Area
- Natural Areas of Interest
- Conceptual Non-Motorized Framework**
- Improved Highway Crossing
- Kal-Haven Trail/Kalamazoo River Valley Trail (Existing)
- Nonmotorized Route



PARKS AND RECREATION GOALS

The following goals are specific to the development, maintenance, and operation of the existing parks in the Township, as well as the acquisition and improvement of new parks.



GOAL: Exceptional Park Experience

Deliver an exceptional park user experience through proper maintenance and continuous improvements, recognizing that our parks are a source of community pride.



GOAL: Accessibility and Diversity

Provide a diversity of recreational opportunities, both active and passive, that meet the needs of all segments of Oshtemo’s population.



GOAL: Acquisition

Explore land acquisition opportunities to develop new parks.



GOAL: Development of Existing Facilities

Continue progress towards development of existing park facilities in established and undeveloped Township park land.



GOAL: Environmental Stewardship

Foster environmental stewardship through the preservation of important natural features and sustainable design practices within parks, supporting efforts to make Oshtemo a leader in environmental conservation.



Recreation Variety in Oshtemo Township

NONMOTORIZED TRANSPORTATION GOALS

The goals and action strategies for the nonmotorized plan are intended to establish a physical and cultural environment that supports and encourages safe, comfortable, and convenient ways for a wide spectrum of pedestrians and bicyclists to travel throughout the Township and into the surrounding communities.



GOAL: Connectivity

Increase connectivity between residential neighborhoods and nearby nonmotorized facilities to connect residents to commercial areas, employment, recreation, and public transportation.



GOAL: Safety and Accessibility

Provide for complete streets, as appropriate, on all Oshtemo roadways to emphasize safe, attractive, and comfortable access and travel to all users of roadways.



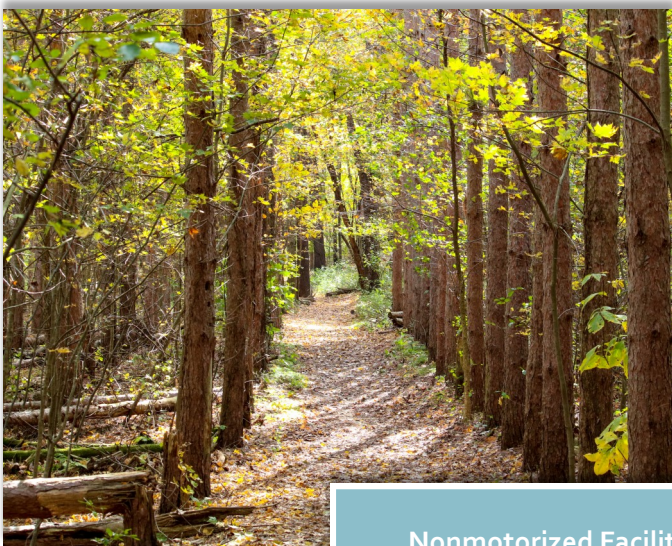
GOAL: Planning

Incorporate nonmotorized best practices and recommendations into all relevant Township ordinances, policies, and plans.



GOAL: Education

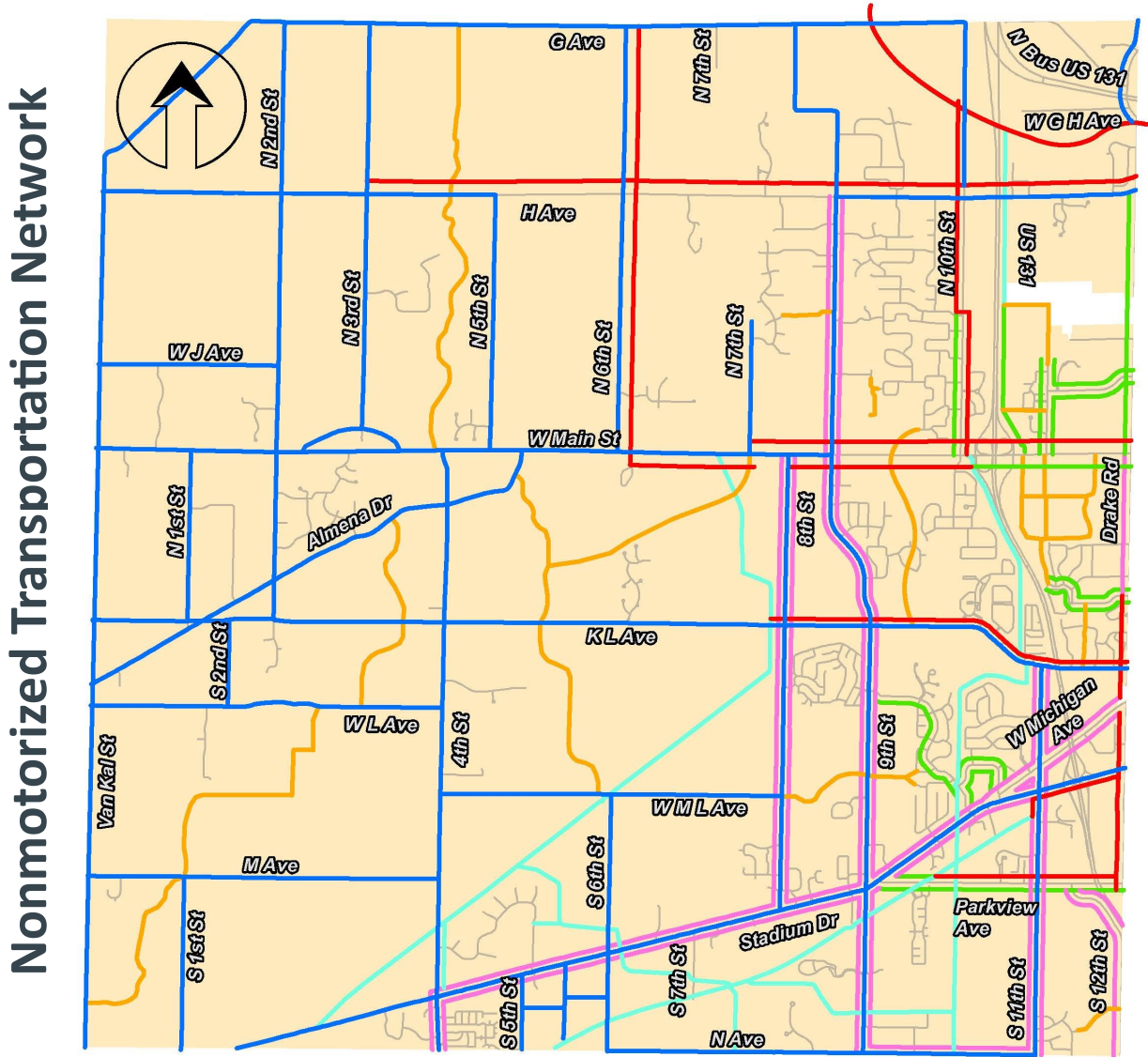
To achieve the above goals, increase awareness of the benefits of nonmotorized transportation and provide information regarding safe integration of motorized and nonmotorized modes of transportation.



Nonmotorized Facilities in Oshtemo Township

Nonmotorized Transportation Implementation

The Nonmotorized Transportation Network Map provides both multi-use paths and sidewalks that follow roadways, as well as ideas for off-road connections intended throughout the Township. This is a long-range plan of existing and envisioned facilities that will connect the entire Township. The intent of the future nonmotorized efforts is to create a network of links to adjacent jurisdictions, provide access to destinations within and around the Township, and ensure a system of “loop connections” throughout the community.



0 1 2 Miles

- Road Network
- Facility Type**
- Nonmotorized Link
- Connector Trail
- Paved Shoulder/Bike
- Sidewalk
- Six Foot Shared Use Path
- Ten Foot Shared Use Path



CONSERVATION GOALS

The goals and action strategies below are intended to provide both a long-range vision for the Township, as well as specific short-term action strategies that foster the burgeoning conservation efforts of the community.

GOAL: Conserve the Natural Environment

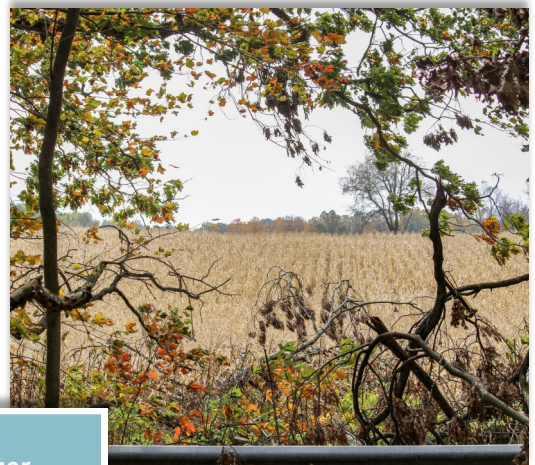
Conserve the natural features and character of Township lands by protecting undeveloped open spaces.

GOAL: Connect Nature and People

Advance a greenway network that connects natural features and people to community and regional destinations.

GOAL: Enhance Rural Character

Enhance the rural character of the Township through the preservation of natural features that strengthen the desirability of our community as a place to live, work, and recreate.

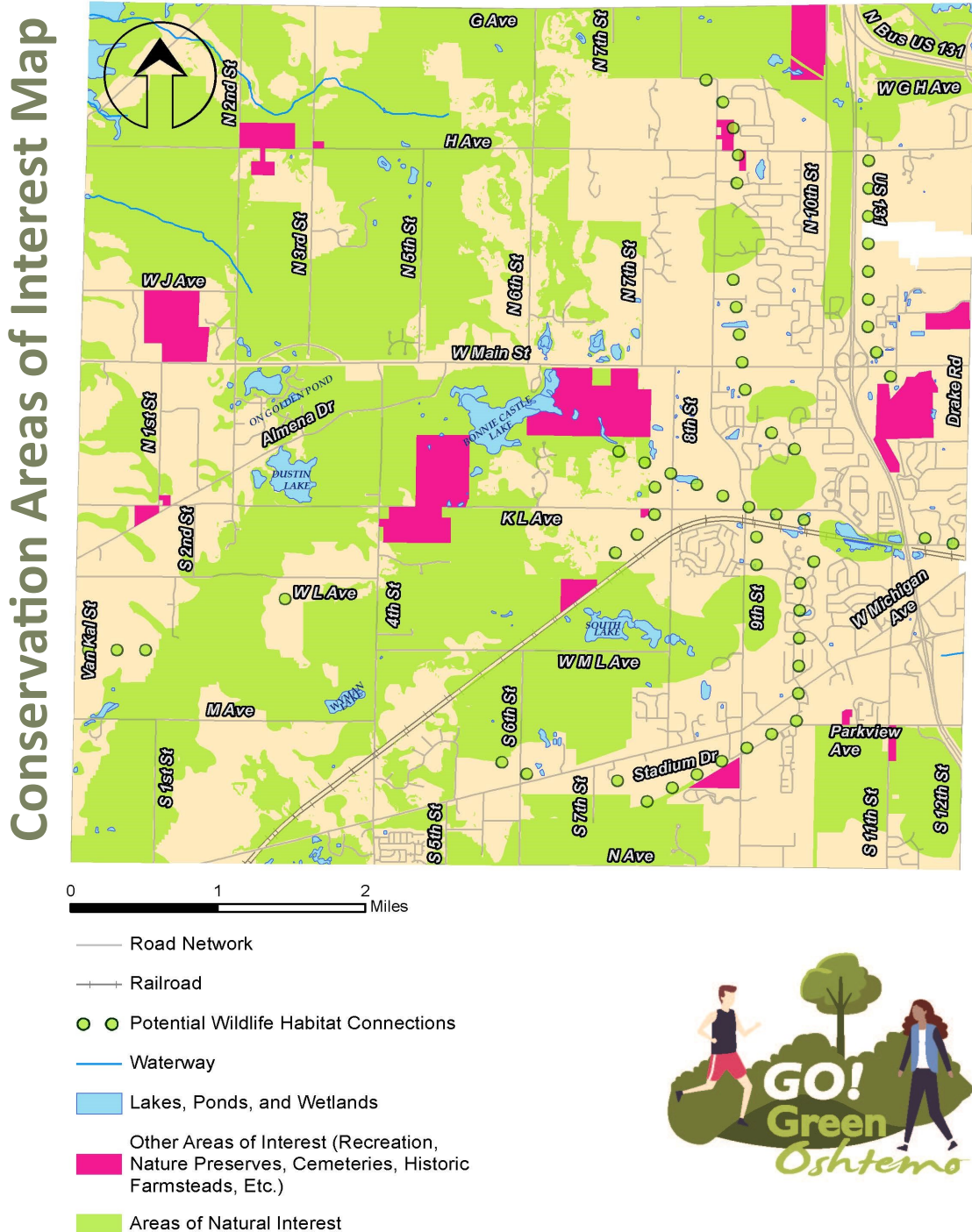


Conservation of Rural Character

Conservation Implementation

Conservation of properties is a new endeavor for the Township and therefore much of the work during this 5-year Plan period will be establishing priorities, developing criteria, and field work. With that said, the Township will capitalize on any opportunity to work with residents, developers, and conservation partners to preserve lands. The Conservation Areas of Interest Map outlines the areas of priority for conservation in the Township.

In addition to assisting residents, developers, and conservation partners with land conservation, the Township also hopes to establish catalyst projects as part of this Plan. The acquisition of property will be contingent on the Township securing state and/or local grants.



COLLECTIVE PLAN GOALS

These goals and associated action strategies are intended to be broadly focused and generally touch on all aspects of the Go! Green Oshtemo effort.

GOAL: Enhance Partnerships

Enhance partnerships with community organizations, governmental units, and civic groups, and work towards better public/private partnerships with the development community to improve recreation and conservation opportunities.

GOAL: Lead by Example

Make Oshtemo a leader in environmental conservation and sustainability and strive to reduce the Township's impact on the local and global environment.

GOAL: Sound Fiscal Management

Develop stable sources of funding and practice sound fiscal management of the parks, recreation, conservation, and nonmotorized systems.



Good Times in Oshtemo Township

APPENDIX D: PARKS AND RECREATION ACTION PLAN

Goals

The following goals are specific to the development, maintenance, and operation of the existing parks in the Township, as well as the acquisition and improvement of new parks. These are long range goals, many of which will require more time than the 5-years allotted to this plan to achieve. It is the intent of the Township to continually work towards realizing this future vision.

GOAL: Acquisition

Explore land acquisition opportunities to develop new parks.

Action Strategies:

- A. Focus land acquisition efforts for parks in the urbanized area of the Township.
- B. Concentrate acquisition efforts on the development of neighborhood or mini-parks, with an acreage size between one and ten acres.
- C. As the Township continues to develop, provide for future park development and more uniform distribution of facilities, in terms of both geography and population.
- D. Work towards ensuring that the majority of Oshtemo residents within the urbanized area of the Township are within ½ mile of a park.

GOAL: Accessibility and Diversity

Provide a diversity of recreational opportunities, both active and passive, that meet the needs of all segments of Oshtemo's population.

Action Strategies:

- A. Incorporate amenities and facilities missing in Township parks or identified as a priority by the community such as walking/biking paths, basketball courts, pickleball courts, and a spray park.
- B. Maintain a logical balance between active and passive pursuits in the parks, to address the recreation needs of all users.
- C. Seek citizen input when designing park and recreation facilities and programs, especially from children and families when designing playgrounds and youth-oriented recreation facilities and from seniors to address the specific needs of the aging population.
- D. Coordinate with neighboring jurisdictions to provide a wider diversity of recreation opportunities that help to meet the needs of Oshtemo residents.
- E. Explore opportunities, such as updating Township ordinances, to require developers to provide private recreation facilities within new developments.

GOAL: Exceptional Park Experience

Deliver an exceptional park user experience through proper maintenance and continuous improvements, recognizing that our parks are a source of community pride.

Action Strategies:

- A. Annually assess and update the Long-Term Capital Maintenance Forecast to assist with projecting recreational facility replacement and operational needs.
- B. Continue to evaluate improvements needed to enhance universal access that provide equal levels of experiences for all age groups and abilities and their specific recreational needs.
- C. Review the Township's park rules and policies and routinely seek public input and feedback on ways they might be improved.
- D. Develop a system to encourage park users to report maintenance issues and other concerns.
- E. Explore opportunities to establish a greater staff presence in the parks during busy times, to enforce park rules, ensure a welcoming environment, and increase safety.
- F. Consider ways to simplify and improve the reservation system and web-based interactions.
- G. Continue to repair and renew facilities at existing parks, such as the disc golf course at Township Park, which is heavily used and showing signs of deterioration.
- H. Continue to restore and maintain the unique historic amenities like the Drake Farmstead, Community Center, Grange Hall, etc. that are managed by the Parks Department.
- I. Explore nature-based play opportunities where children can engage with the natural environment.
- J. Pursue opportunities to bring art into the parks.

GOAL: Environmental Stewardship

Foster environmental stewardship through the preservation of important natural features and sustainable design practices within parks, supporting efforts to make Oshtemo a leader in environmental conservation.

Action Strategies

- A. Develop programs for the "greening" and naturalization of the parks and facilities through improvements such as:
 - field maintenance;
 - reestablishment of native trees, shrubs, grasses, and wildflowers;
 - storm water improvements;
 - lighting upgrades; and,
 - energy audits.
- B. Preserve natural features during design and development of park sites to the maximum extent feasible, in consideration of the type of park planned.
- C. Collaborate with adjoining property owners to coordinate environmental stewardship efforts in areas such as Township Park, Lillian Anderson Arboretum, and adjacent environmentally sensitive lands.

- D. Restore and preserve natural areas in the parks to improve habitat, prevent the spread of invasive species, and increase the enjoyment of park users.

GOAL: Development of Existing Facilities

Continue progress towards development of existing park facilities in established and undeveloped Township park land.

Action Strategies:

- A. Develop a long-range master plan for the property owned by the Township and Kalamazoo County located on KL Avenue just east of 4th Street, to meet future needs.
- B. Continue to implement the park master plans for Drake Farmstead Park, Flesher Field, and Township Park.
- C. Develop and implement a plan to provide additional outdoor recreation facilities at Grange Hall.
- D. Develop and provide educational programs with a focus on nature and history at the Drake Farmstead Park.

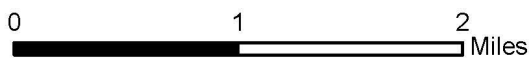
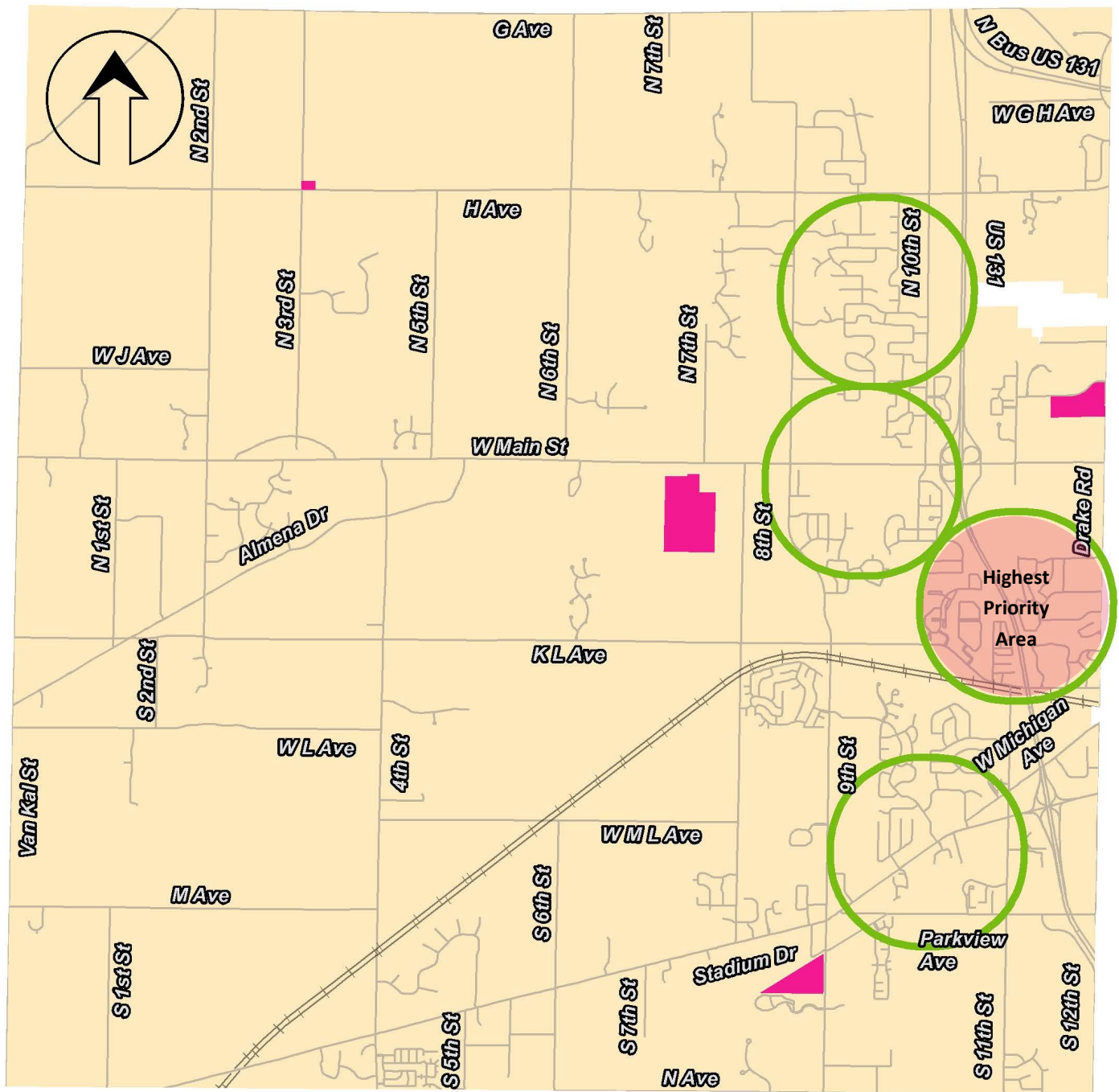
Parks and Recreation Anticipated Projects

To ensure movement towards achieving the Goals outlined above, the Township anticipates completing a number of capital improvement projects over the course of this 5-year Plan. To see these projects to fruition, many will need support of both State and local grant dollars. These projects include:

New Parks

Based on the MDNR's suggested classification system for parks, the Township is lacking in neighborhood and/or mini parks. In addition, as shown in this Plan, the residents of the Township have indicated a desire for additional parks in the more densely populated areas of the community. The Township hopes to address this issue with the acquisition of property within the priority areas outlined in the Neighborhood Park Priority Map. This map utilizes the information provided in the Trends and Needs section of the Plan to assist with the selection of the Priority Areas. These areas were determined based on population density and distance to the existing Township community parks. It is anticipated that the Township will work towards acquiring property, developing concept plans, and then constructing the park facilities within the time period of this Plan.

Neighborhood Park Priority Areas



- Road Network
- +— Railroad
- Existing Township Park
- Neighborhood Park Focus Area



Existing Parks

Drake Farmstead Park:

As a new park in the Township, there are a number of items from the Drake Farmstead Park Plan which are still to be developed. The Township will continue to improve the Carriage Barn, which will be constructed in 2019, to assist with accessible design, such as wall-mounted handicap door push buttons. Also, there is an ongoing relationship with the Oshtemo Historical Society to support the continuing restoration activities to the historic Drake House, including the improvements to the heating and cooling system. Finally, continual implementation of the Drake Farmstead Park Plan will be a focal point during this 5-Year Plan. This will include picnic shelters, outdoor classroom, trails, interpretive signs, gravel parking lot, improvements to the existing driveway, development of a new access point to Croyden Road, gazebo, event lawn, educational garden, and new storage shed.

Flesher Field:

The new facilities to be developed in Flesher Field would include a basketball court, trail improvements, parking lot extension, and the expansion of the existing playground to include music, water, or traditional play equipment. In addition, the Township intends to develop a forest management plan for the underutilized 12-acre wooded area of the park to control invasive species and improve wildlife habitat.

Township Park:

One of the most utilized facilities within Township Park is the disc golf course. The Township intends to complete course improvements, particularly signage and erosion control measures. All other improvements to the Park will include upgrades/refurbishments to the asphalt paths, trails, playground equipment, picnic shelters and tables, restroom buildings. Finally, the tennis and basketball courts will receive a new clear coat, seal, and striping to include new pickleball courts. New nets will also be furnished.

Community Buildings

The Township owns two community buildings, the Community Center and Grange Hall, which are managed by the Parks Department. The improvements planned for these structures include:

- Grange Hall - heating and cooling upgrades.
- Community Center - heating and cooling upgrades, and roof replacement.

APPENDIX E: NONMOTORIZED TRANSPORTATION ACTION PLAN

Goals

The goals and action strategies for the nonmotorized plan are intended to establish a physical and cultural environment that supports and encourages safe, comfortable, and convenient ways for a wide spectrum of pedestrians and bicyclists to travel throughout the Township and into the surrounding communities.

GOAL: Connectivity

Increase connectivity between residential neighborhoods and nearby nonmotorized facilities to connect residents to commercial areas, employment, recreation, and public transportation.

Action Strategies:

- A. Fill the gaps within the existing nonmotorized facilities found within the Township to support accessibility and connectivity. Connect existing nonmotorized segments by filling gaps between them.
- B. Place an emphasis on connecting the east and west sides of the Township bisected by US-131 via bike paths and/or sidewalks, especially through coordination with MDOT when bridges crossing US-131 are rehabilitated or replaced.
- C. Provide connections to parks, neighborhoods, schools, and major areas of activity through neighborhood greenways and conservation trails or bicycle and pedestrian-focused corridors.
- D. Provide north-south bike path access from the Oshtemo Village District to the Kal-Haven Trail.
- E. Coordinate nonmotorized planning with neighboring communities.

GOAL: Safety and Accessibility

Provide for complete streets, as appropriate, on all Oshtemo roadways to emphasize safe, attractive, and comfortable access and travel to all users of roadways.

Action Strategies:

- A. When road construction occurs, coordinate efforts with all involved road agencies to install sidewalks, bicycle paths/lanes, streetscapes, and other related improvements, as appropriate to the amount of roadwork, to maximize safety, efficiency, and cost effectiveness.
- B. Provide well-designed crosswalks to increase motorist awareness and pedestrian safety.
- C. Complete an ADA-transition plan to address known accessibility issues in the bike path and sidewalk network.
- D. Work with the Road Commission of Kalamazoo County to ensure proper roadway bicycle facilities, such as modifying roadway painting to extend existing bike lanes and widened shoulders through intersections.
- E. Develop and coordinate a nonmotorized path maintenance program.

GOAL: Planning

To achieve the goals noted above, incorporate nonmotorized best practices and recommendations into all relevant Township ordinances, policies, and plans.

Action Strategies:

- A. Assess existing policies, ordinances, regulations, and planning processes and identify changes that will further nonmotorized transportation.
- B. Ensure Township sidewalk and street standards comply with appropriate national guidelines, including AASHTO standards, to accommodate safe pedestrian, bicycle, barrier free, and vehicular uses.
- C. Establish a regular maintenance program for sidewalks, barrier-free facilities, pathways, and bicycle facilities and revise policies and/or ordinances accordingly.
- D. Implement the Township's Complete Streets Policy adopted in September of 2018 as it applies to all future infrastructure projects.
- E. Continue to require provisions for nonmotorized transportation facilities with site plan approval and seek appropriate easements when necessary.
- F. Pursue right-of-way, easements, and other private lands to allow for expansion of nonmotorized facilities.
- G. Review existing water and sewer easements to identify opportunities to upgrade the easements for nonmotorized facilities too.

GOAL: Education

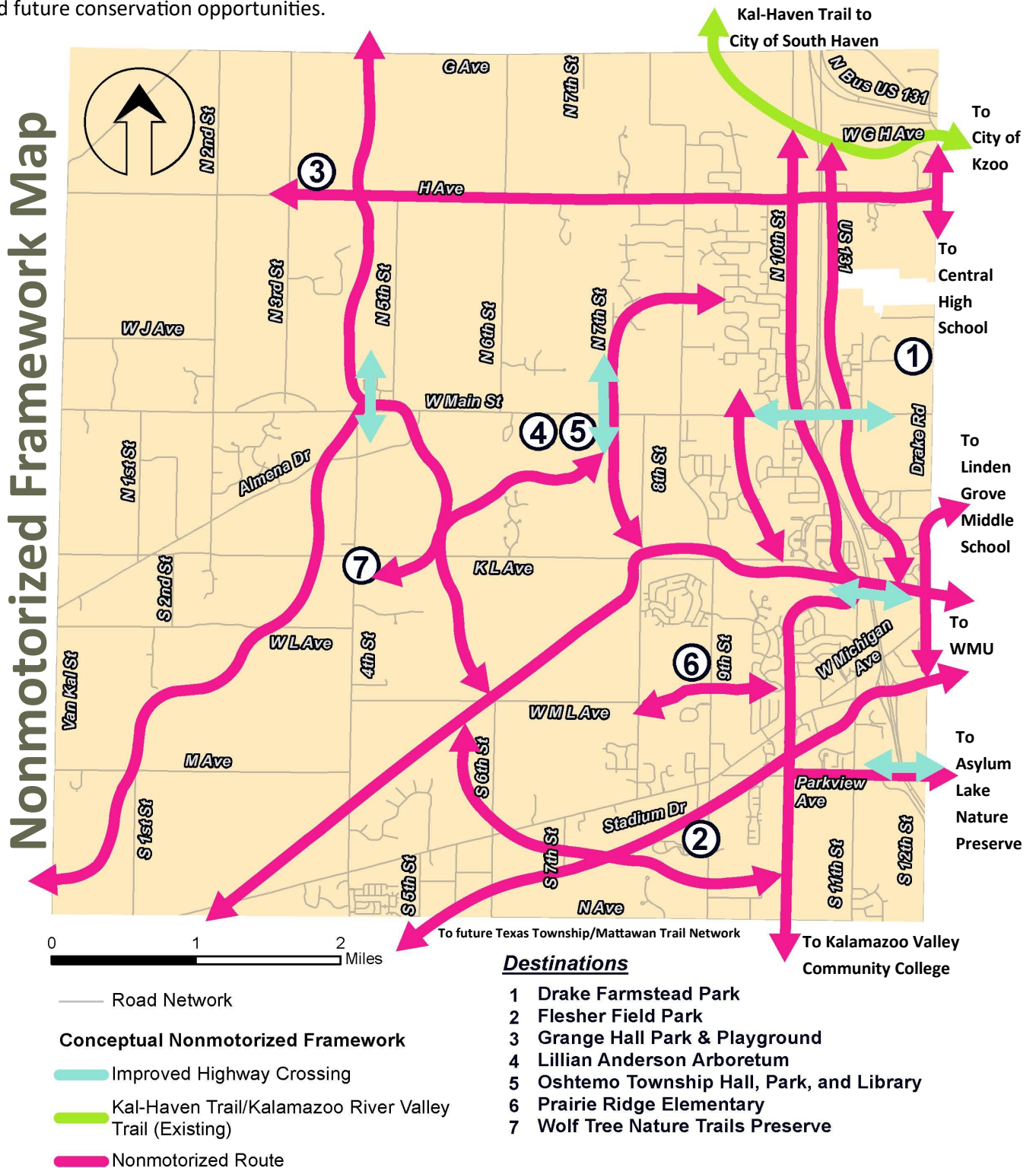
Increase awareness of the benefits of nonmotorized transportation and provide information regarding safe integration of motorized and nonmotorized modes of transportation.

Action Strategies:

- A. Promote the nonmotorized transportation plan to the general public and encourage the use of nonmotorized systems as an alternative mode of transportation.
- B. Develop strategies to educate the community on the benefits of nonmotorized transportation, key safety issues, and traffic laws.
- C. Develop a branding strategy to establish the Township as a nonmotorized friendly community.
- D. Partner with regional organizations to promote bicycling, running, and walking activities.

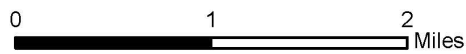
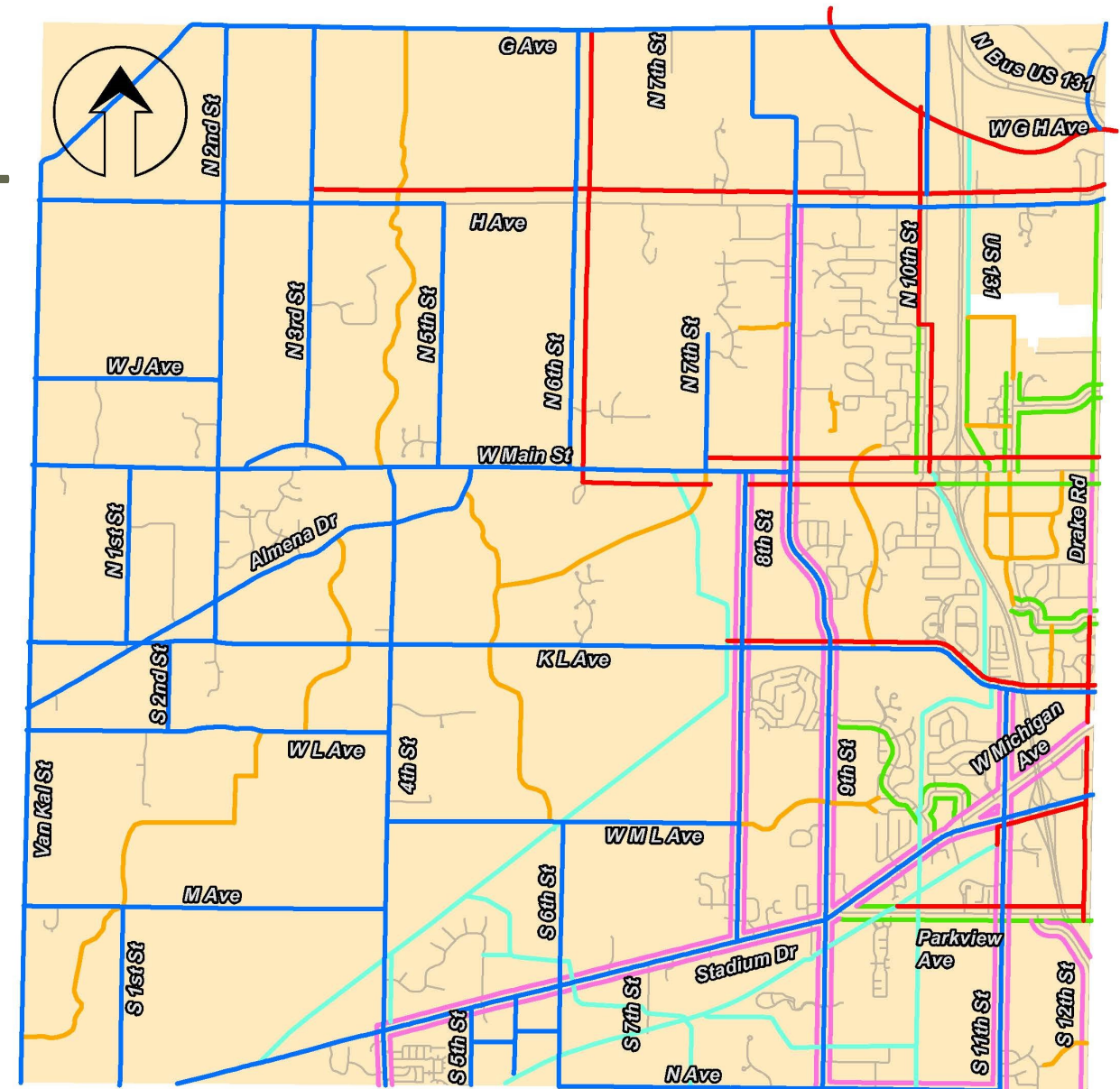
Nonmotorized Anticipated Projects

The GO! Green Oshtemo Plan is all about connections. Connecting our residents to those amenities that support and enhance the quality of life in Oshtemo Township. As a community that sustains both a suburban and rural environment, linking these dual characteristics is critical to enriching all lifestyles. The Nonmotorized Framework Map below provides that “big picture” plan; a high level illustration of how the future network may develop over time. It is intended to convey important linkages and how this system interacts with destinations, neighborhoods, commercial areas, and future conservation opportunities.



The Nonmotorized Transportation Network Map is intended to convey the full long-range plan of existing and envisioned facilities that will connect the entire Township. The goal of this map is to create a network of links to adjacent jurisdictions, provide access to destinations within and around the Township, and ensure a system of “loop connections” throughout the community.

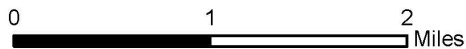
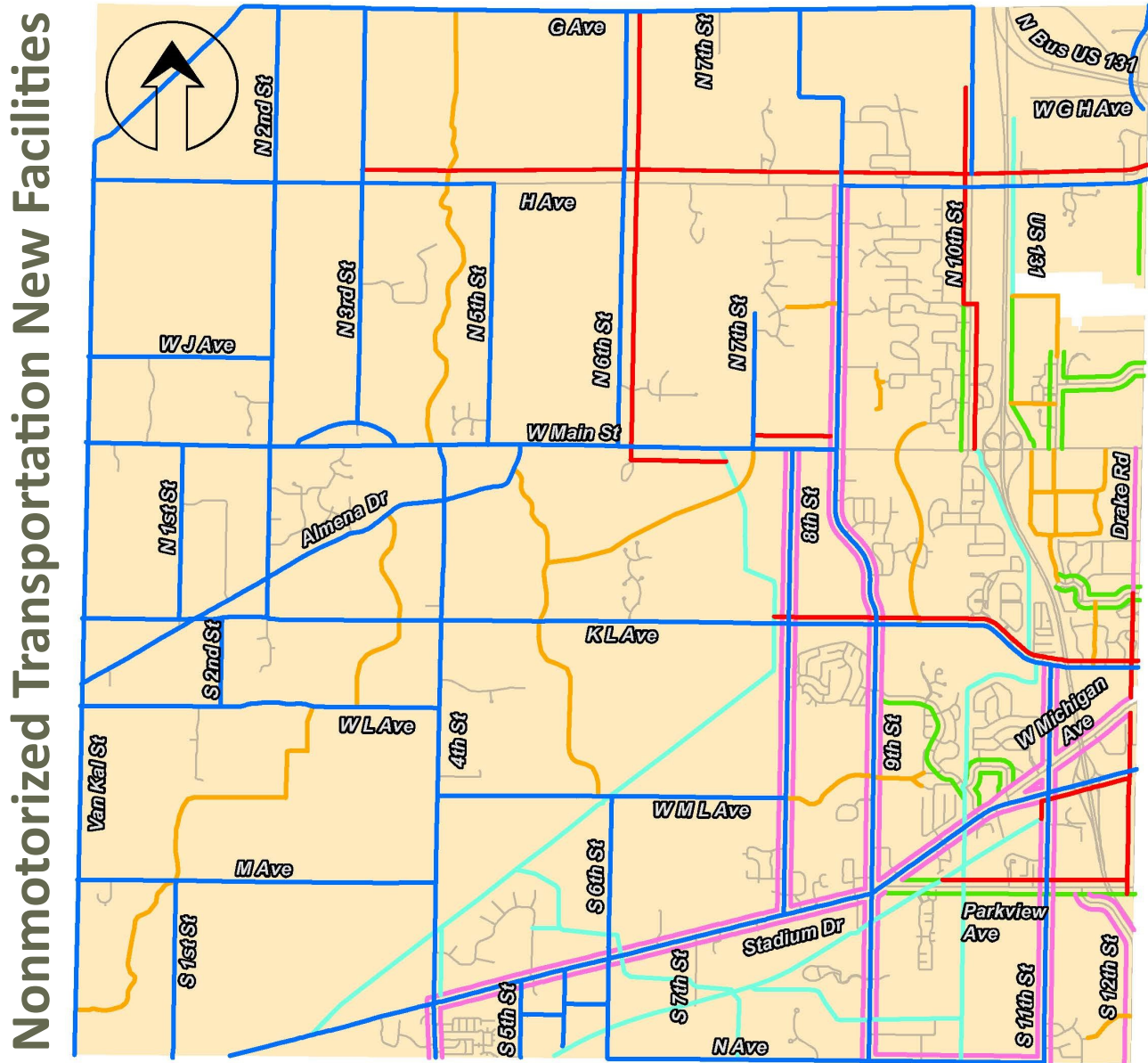
Nonmotorized Network Map



- Road Network
- Facility Type**
- Nonmotorized Link
- Connector Trail
- Paved Shoulder/Bike
- Sidewalk
- Six Foot Shared Use Path
- Ten Foot Shared Use Path



Finally, the Nonmotorized New Facilities Map provides both paths and sidewalks along roadways, as well as ideas for off-road connections intended throughout the Township. This is a long-range plan of envisioned facilities that will connect to existing infrastructure to support multi-modal transportation throughout the Township.



- Road Network
- Planned Facility Type**
- Conceptual Nonmotorized
- Connector Trail
- Paved Shoulder/Bike
- Sidewalk
- Six Foot Shared Use
- Ten Foot Shared Use



During the timeframe of this 5-year Plan, the Township has a number of nonmotorized projects planned. The major projects include the following:

Roadway Adjacent Facilities:

- Drake Road Shared Use Path - This path will be developed on the west side of Drake Road from West Main Street to Stadium Drive. It will include a 6-foot shared use path from West Main Street to Green Meadow Drive, where the path will transition to a 10-foot path through to Stadium Drive. This path is located along the eastern boundary of the Township and is a joint project with the City of Kalamazoo and the Road Commission of Kalamazoo County. It will provide a critical north/south link along the most densely populated areas of the Township, as well as two major retail districts of both Oshtemo and the City of Kalamazoo.
- 9th Street Shared Use Path - Located between Erie Street north to West Main Street, this project will likely be installed in two phases, the first phase between Erie Street and Quail Run Drive. This project is expected to be 6-foot one-way paths on both sides of the street. A portion of the 9th Street Shared Use Path is located in the Oshtemo Village, which is also the Downtown Development Authority district, who will help fund the project. This project will facilitate connecting both a public elementary school located on 9th Street and private elementary school found on Quail Run Drive to the wider nonmotorized networks in the Township.
- Stadium Drive Shared Use Path - This project includes a 6-foot one-way path on both sides of Stadium Drive from 11th Street moving west to 8th Street. This project will also be in two phases due to funding sources. A grant has been provided from the Kalamazoo Area Transportation Study for the area between 11th Street and roughly Quail Run Drive. The remainder of the project is located within the Downtown Development Authority district, who will be seeking additional grants for the project. This is a critical component of both the Township and regional nonmotorized network. It will offer better access to the City of Kalamazoo and the retail and employment centers found within, as well as providing a link to the Oshtemo Village.
- KL Avenue Shared Use Path - The Township plans to construct a 10-foot wide shared-use facility along the north-side of KL Avenue from Drake Road west to Copper Beech Boulevard. The Township anticipates submitting an application to MDOT for Transportation Alternative Program grant funds. This path is another vital portion of the overall network. It will connect to Drake Road in an area of the Township with some of the highest population densities. In addition, there are ongoing pedestrian safety concerns in this area that the path will help to resolve.

Off-Road Facilities:

Currently, Oshtemo does not have any off-road facilities that are owned and maintained by the Township. The State owned Kal-Haven Trail facility, which connects the City of Kalamazoo to the City of South Haven, crosses Oshtemo near its northern boundary. As outlined in the Trends and Needs, residents of Oshtemo are interested in expanding the off-road trail network in the community. To accomplish this goal, the Township will likely begin with projects that are in within existing utility and/or other infrastructure corridors. Utilizing established easements and/or properties owned by a governmental or quasi-governmental entity, with the approval of the easement or property holder, can assist with the development of the trail. The first trail under consideration is the AT&T corridor that runs from Flesher Field Park southwest through the Township to the Texas Township border. This trail would support area residents with both recreation needs and connections to important destinations like Flesher Field and Oshtemo Village.

APPENDIX F: CONSERVATION ACTION PLAN

Goals

The goals and action strategies below are intended to provide both a long-range vision for the Township, as well as specific short-term action strategies that foster the burgeoning conservation efforts of the community.

GOAL: Conserve the Natural Environment

Conserve the natural features and character of Township lands by protecting undeveloped open spaces.

Action Strategies:

- A. Work with ecological partners to complete inventory mapping and field verification of plant biodiversity, and wild-life habitats and corridors in the Township.
- B. Develop a prioritization system of land conservation-based mapping completed through an assessment of preservation value and threat of loss.
- C. Prioritize the protection of wetlands, groundwater recharge areas, and the headwaters of the river systems.
- D. Map existing open space properties that are deed restricted through the Open Space Community zoning ordinance or are privately deed/conservation restricted and identify possible greenway linkages between these lands.
- E. Develop incentive programs to conserve land within the Township. These programs should consider both the conservation of open space within proposed subdivision/site condominiums as well as incentivizing individual parcel owners to conserve land.
- F. Work with property owners to restore native ecosystems to the Oshtemo region through the development of programs with local conservation organizations.
- G. Establish operation and maintenance Best Management Practices (BMP's) for open space lands within the more developed areas of the Township.
- H. Develop a regional approach to conservation through partnerships with adjacent jurisdictions, conservation organizations, Kalamazoo County, Southcentral Michigan Planning Council, etc.
- I. Consider acquisition techniques, such as fee-title acquisitions, purchase of development rights, donations, or tax incentives.

GOAL: Connect Nature and People

Advance a greenway network that connects natural features and people to community and regional destinations.

Action Strategies:

- A. Develop a set of criteria for determining when greenway/open space lands should be permanently protected in their undeveloped state and when passive recreation should be permitted for the use and enjoyment of Oshtemo residents, promoting the balance between recreational opportunities and natural resource protection.

- B. Structure the passive recreational component of the greenway system so that connections to the larger Township nonmotorized plan provide linkages to local and regional destinations, particularly Oshtemo parks and other publicly accessible open spaces.
- C. Investigate opportunities for acquisition of undeveloped lands within the more urbanized area of the Township to allow for community open spaces and greenways where available natural areas may be scarce.
- D. Develop a generalized map for where acquisition of land/easements should be prioritized within the Township.
- E. Develop policies and practices for the maintenance and upkeep of the passive recreation greenways within the Township.
- F. Review current ordinances for improvements and investigate new techniques to minimize loss of natural features when new development occurs in the urbanized area to maintain a more naturalized environment.

GOAL: Enhance Rural Character

Enhance the rural character of the Township through the preservation of natural features that strengthen the desirability of our community as a place to live, work, and recreate.

Action Strategies:

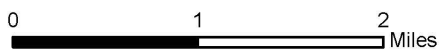
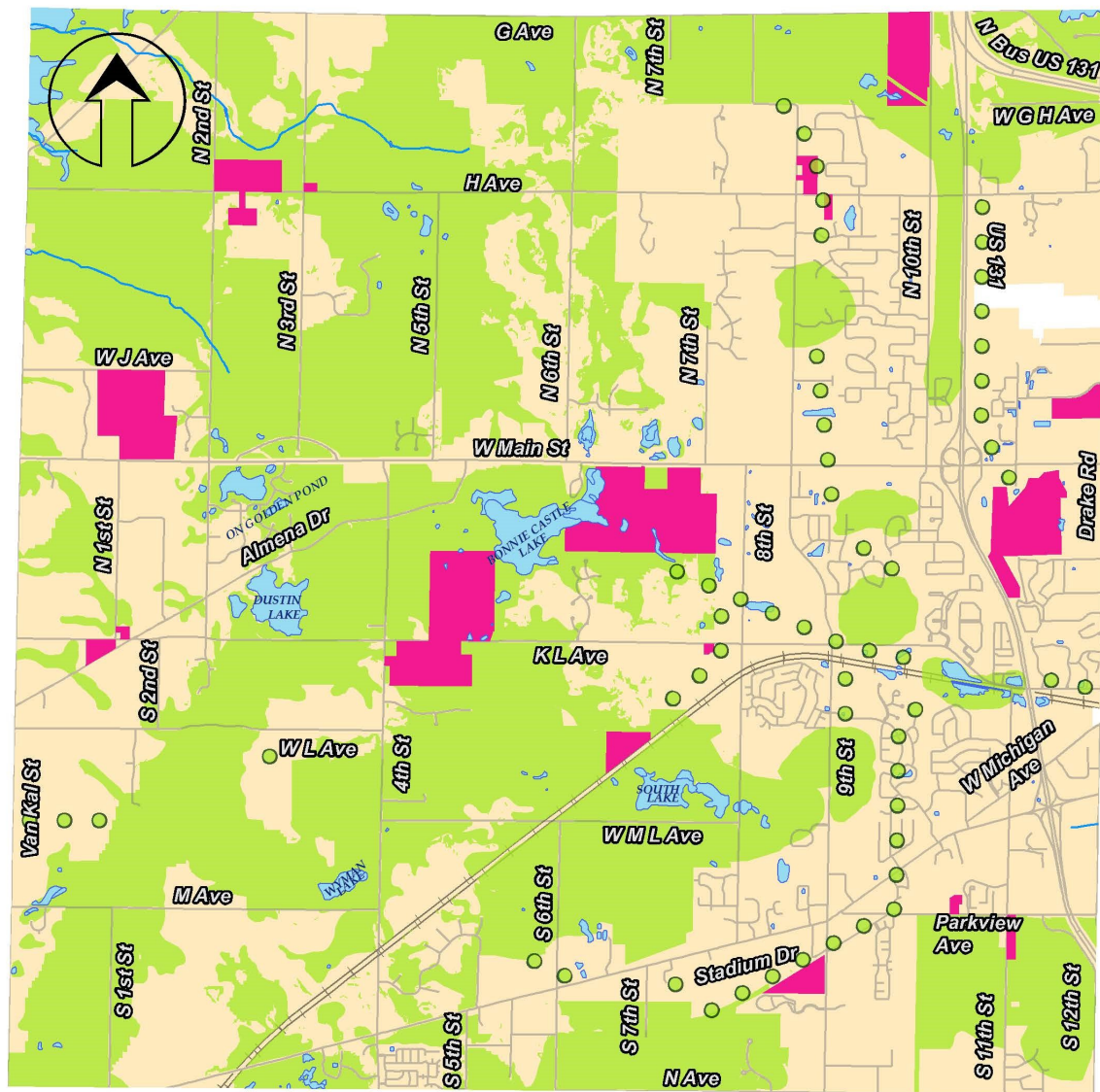
- A. Seek to create a network of Natural Beauty Roads through the State of Michigan program to support rural character and a healthy natural environment, via the establishment of natural buffer strips along the edges of primary and secondary roadways.
- B. Review existing “low impact development” ordinances for improvements and investigate new planning and design practices to simultaneously reduce infrastructure costs, conserve and protect natural resource systems, and reduce potential environmental impacts.
- C. Require management plans for the open space/conservation areas within new subdivision and site condominium projects.
- D. Continue to support the Future Land Use Plan of the Township’s Master Plan to direct appropriate growth in the more urbanized locations of the Township, allowing for the opportunity to preserve undeveloped parcels in the rural area of the community.
- E. Review current ordinances for improvements and investigate new techniques to minimize loss of natural features when new residential development occurs.

Conservation Anticipated Projects

Conservation of properties is a new endeavor for the Township and therefore much of the work during this 5-year Plan period will be establishing priorities, developing criteria, and field work. With that said, the Township will capitalize on any opportunity to work with residents, developers, and conservation partners to preserve lands. The Conservation Areas of Interest Map found on the following page outlines the areas of priority for conservation in the Township. These areas have been delineated based on the data provided in the Existing Condition Inventory and Trends and Needs sections of this Plan.

In addition to assisting residents, developers, and conservation partners with land conservation, the Township also hopes to establish one to two catalyst projects as part of this Plan. In the Township’s 2019-2024 Capital Improvement Plan, funding has been set aside for the acquisition of possibly two open space conservation areas. Property for these areas will be located within the part of the Township delineated in the Conservation Areas of Interest Map. The acquisition of these properties will be contingent on the Township securing state and/or local grants.

Conservation Areas of Interest



- Road Network
- +— Railroad
- ● Potential Wildlife Habitat Connections
- Waterway
- Lakes, Ponds, and Wetlands
- Other Areas of Interest (Recreation, Nature Preserves, Cemeteries, Historic Farmsteads, Etc.)
- Areas of Natural Interest



APPENDIX G: COLLECTIVE PLAN GOALS AND ACTION STRATEGIES

Goals

The goals and action strategies outlined below are intended to be broadly focused and generally touch on all aspects of the Go! Green Oshtemo effort. These goals focus on organizational and administrative functions rather than infrastructure or facility development.

GOAL: Enhance Partnerships

Enhance partnerships with community organizations, governmental units, and civic groups, and work towards better public/private partnerships with the development community to improve recreation and conservation opportunities.

Action Strategies:

- A. Develop a comprehensive list of community organizations involved in parks, recreation, and conservation and strengthen these partnerships to support recreation and outdoor activities in Oshtemo Township.
- B. Work with Friends of the Parks to develop and implement a parks and programming communication plan.
- C. Encourage greater volunteer participation in all aspects of parks, recreation, and conservation activities.
- D. Continue to build on the successful relationship with the Oshtemo Branch of the Kalamazoo Public Library by continuing to partner on projects and programs made possible by the library's close proximity to Township Park.
- E. Explore incentive opportunities to the private development community to include both private and public recreation opportunities within their development projects.
- F. Investigate volunteer opportunities and "adopt a mile" programs for the maintenance of the publicly accessible greenway system.
- G. Develop a volunteer group of environmental experts who will complete a natural features inventory for interested property owners, to both promote an understanding of the importance of conservation and to assist in the Township's efforts to map wildlife habitats and corridors.

GOAL: Sound Fiscal Management

Develop stable sources of funding and practice sound fiscal management of the parks, recreation, conservation, and nonmotorized systems.

Action Strategies:

- A. Explore the potential of a replacement and acquisition fund for maintenance of parks and recreation assets.
- B. Complete a comprehensive analysis of total costs related to the Township's rental facilities and establish cost recovery rates that will generate revenue for these expenditures.
- C. Pursue all available funding sources for acquisition, capital improvements, operations and maintenance, including local sources, the Township endowment, a parks and recreation millage, state and federal grant programs, local businesses, sponsorships, and other sources.

- D. Explore opportunities for greater private sector participation in the provision of recreation services in the Township.
- E. Continue to build the Oshtemo Parks and Recreation Endowment Fund.
- F. Assess and update the Long-Term Capital Maintenance Forecast as a budgeting tool.
- G. Explore funding opportunities that will assist the Township in leveraging capital for recreational greenways within the Township.

GOAL: Lead by Example

Make Oshtemo a leader in environmental conservation and sustainability and strive to reduce the Township's impact on the local and global environment.

- A. Structure the passive recreational component of the greenway system so that connections to the larger Township nonmotorized plan provide linkages to local and regional destinations, particularly Oshtemo parks and other publicly accessible open spaces.
- B. Investigate opportunities for acquisition of undeveloped lands within the more urbanized area of the Township to allow for community open spaces and greenways where available natural areas may be scarce.
- C. Develop a generalized map for where acquisition of land/easements should be prioritized within the Township.
- D. Develop policies and practices for the maintenance and upkeep of the passive recreation greenways within the Township.
- E. Review current ordinances for improvements and investigate new techniques to minimize loss of natural features when new development occurs in the urbanized area to maintain a more naturalized environment.

October 18, 2018



Mtg Date: October 25, 2018
To: Planning Commission
From: Julie Johnston, AICP
Subject: Zoning Ordinance Re-Organization

Included with this agenda packet item is the updated re-organized Zoning Ordinance, as well as the tables and graphics prepared by Wade Trim. The graphics will be incorporated into the Zoning Ordinance when it is uploaded to the Encode webpage that hosts the Township's Zoning Ordinance.

The only changes to the text that will be included as part of the re-codification are:

Section 5.50.A
20.20.D and F
27.20.H
49.70
65.20
65.30

If the Planning Commission is comfortable with the updates, graphics, and tables, staff would recommend setting the public hearing for the re-codification for our December 13th meeting.

Thank you.

Oshtemo Township Zoning Ordinance
Use Matrix - October 17, 2018 DRAFT

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House of worship in an existing multi-tenant building													SU																																																																																																																																																																																																																																																																																																																																																																																																									
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Fire stations and other Township Buildings		P						SU																																																																																																																																																																																																																																																																																																																																																																																																														
Fire stations			SU	P	P	P																																																																																																																																																																																																																																																																																																																																																																																																																
Cemeteries, excluding crematories		P		P	P	P		SU																																																																																																																																																																																																																																																																																																																																																																																																														
Nonprofit educational, noncommercial recreational and noncommercial business centers		PC																																																																																																																																																																																																																																																																																																																																																																																																																				
Private clubs, fraternities, sororities, lodges, except those of which the chief activity is a service customarily carried on as a business						SU																																																																																																																																																																																																																																																																																																																																																																																																																
Private clubs									SU	SU																																																																																																																																																																																																																																																																																																																																																																																																												
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Universities, colleges, and/or their activities and facilities										SU		P																																																																																																																																																																																																																																																																																																																																																																																																										
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Publicly owned and operated buildings and uses, including, but not limited to, community buildings and public parks, playgrounds, and other recreational areas												P																																																																																																																																																																																																																																																																																																																																																																																																										
Publicly owned and operated buildings and uses including community buildings and public parks, playgrounds and other recreational areas													P	P	P	P																																																																																																																																																																																																																																																																																																																																																																																																						
Golf courses, parks, and outdoor recreational areas		SU		SU	SU	SU																																																																																																																																																																																																																																																																																																																																																																																																																

Key: P = Permitted Use; PC = Permitted Use with Conditions; SU = Special Use; AR = Administrative Review Uses; Blank = Not Permitted

Shooting ranges and private clubs operating in connection therewith			SU																
Parks, equestrian trails, and outdoor recreational areas									SU										
Parks of ten acres or less in size, subject to the conditions and limitations set forth at Section 49.70 of this Ordinance									SU										
Skating rinks, bowling alleys, indoor recreational facilities and health clubs									SU				SU	SU					
Indoor recreational facilities and health clubs												SU							
Uses	Zoning Districts																		
	AG	RR	R-1	R-2	R-3	R-4	R-5	RC	C	CR	VC	BRP	I-R	I-1	I-2	I-3			
Essential Services, Utilities and Transportation Uses																			
Essential services	P										SU		P	P	P	P	P		
Essential services, excluding buildings and regulator stations	P	P	P	P	P	P	P	P	P										
Buildings and regulator stations for essential services	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU		SU							
Communication towers	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	PC	PC	PC		
Wind energy conversion systems	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU
Private streets										SU	SU	SU	SU	SU	SU	SU	SU	SU	SU
Electric passenger vehicle charging station													P						
Solar, wind, and other renewable energy systems (refer to Section 43.250 regarding Wind Energy Conversion Systems)													SU						
Public utility buildings and storage yards																			P
Uses	Zoning Districts																		
	AG	RR	R-1	R-2	R-3	R-4	R-5	RC	C	CR	VC	BRP	I-R	I-1	I-2	I-3			
Office Related Uses																			
Conversion of a residence for offices					P														
Office buildings					SU														
Offices									P	P									
Administrative, business, and professional offices													P	P	P				
Office buildings for executive and professional occupations traditionally related to building trades, including, but not limited to, architects, engineers and surveyors subject to the regulations contained in Section 49.100.C-N, where applicable as determined by the Planning Commission in the Special Use review/approval process															SU				
Freestanding office buildings on legal nonconforming substandard parcels subject to the regulations contained in Section 49.100, where applicable, as determined by the Planning Commission in the Special Use and Site Plan review process. For purposes of this section, the term substandard shall apply to a parcel that does not meet the minimum area requirements of Section 50.10															SU				
Banks, credit unions, and savings and loan offices					SU														
Banks, credit unions, savings and loan offices and similar financial institutions									P										
Banks, credit unions, and similar financial institutions										P			P	P	P	P			
Banks, credit unions, and similar financial institutions with drive-through service windows										SU		SU							
Business establishments such as, but not limited to, banks, loan companies, insurance offices and real estate offices													AR						
Professional services, including legal, financial, medical, and similar or allied professionals													AR						
Corporate headquarters, administrative, business or professional offices													P						
Scientific or medical laboratories, engineering, research and development, testing or design facilities, or other theoretical or applied research facilities. Typical uses include electronics research laboratories, environmental research and development firms, agricultural and forestry research labs, and pharmaceutical research labs													P						
Uses	Zoning Districts																		
	AG	RR	R-1	R-2	R-3	R-4	R-5	RC	C	CR	VC	BRP	I-R	I-1	I-2	I-3			
Service, Retail and Commercial Related Uses																			
All new construction, additions, conversions of buildings to nonresidential use, and exterior facade changes other than routine maintenance												SU							
Any business primarily for the retail sale of merchandise or services in which any manufacturing, assembling or fabricating is merely incidental to and an unsubstantial part of said business									P										
Generally recognized retail businesses, which supply commodities on the premises, such as, but not limited to, groceries, meats, dairy products, baked goods or other foods, drugs, dry goods, clothing and notions or hardware													AR						
Service establishments such as, but not limited to, repair shops (watches, radios, television, shoes, etc.), tailor shops, beauty parlors or barber shops, studios or galleries, self-service laundries, flower shops and photocopy shops													AR						
Retail and/or service establishments, including restaurants and fitness clubs, are permitted provided that such uses shall not be permitted as a principal use of a building and shall have at least one customer entrance off an interior hallway or atrium													P						
Beauty parlors and barber shops					SU														
Bicycle stations, including bicycle storage, bicycle rental, bicycle repair, and shower facilities													P						
Funeral homes						P			SU										
Laundromats and dry-cleaning establishments, excluding those establishments providing cleaning services for other laundromat and dry-cleaning establishments										P									
Retail dry cleaning establishments or pick-up stations, central dry-cleaning plants serving more than one retail outlet are prohibited													AR						
Hotels, motels									P	SU									
Restaurants									P	SU									
Restaurants, excluding drive-in or drive-thru service											AR								
Hospitals and medical clinics									P				P	P	P				
Passenger bus terminals, excluding facilities for the overnight storage of buses									P										
Planned shopping center developments									P										
Commercial Center									P										

Key: P = Permitted Use; PC = Permitted Use with Conditions; SU = Special Use; AR = Administrative Review Uses; Blank = Not Permitted

Oshtemo Township Development Standards Summary Table
Refer to Article 44 for Detailed Requirements
Draft - October 15, 2018

Zoning District	Area Requirements (Refer to Section 50.10)						Maximum Lot Coverage (Refer to Section 50.50)	Setback Provisions (Refer to Section 50.60)						Additional Development Standards
	Minimum Area Required				Minimum Frontage or Width Required			From all street right-of-way lines and outlots and/or planned future public street extensions (5)		Between any building and any interior side property line		Between any building and any rear property line		
	Parcels (unplatted)	Lots (platted)/Building Sites			Parcels (unplatted)	Lots (platted)/Building Sites		Residential Buildings	Nonresidential buildings	Residential Buildings	Nonresidential Buildings	Residential Buildings	Nonresidential Buildings	
No Water or Sewer		Water or Sewer	Water and Sewer											
"AG" - Agricultural District	40 ac. parcel/tract size (1)				200 ft.		30% (4)	30 ft.	70 ft.	10 ft.	20 ft. (6)	15 ft.	20 ft. (6)	--
"RR" - Rural Residential District	1.5 ac. (2)				200 ft. (3)		30% (4)	30 ft.	70 ft.	10 ft.	20 ft. (6)	15 ft.	20 ft. (6)	--
"R-1" - Residence District	50,000 sq. ft.	22,000 sq. ft.	15,000 sq. ft.	10,560 sq. ft.	200 ft.	100 ft.	30% (4)	30 ft.	70 ft.	10 ft.	20 ft. (6)	15 ft.	20 ft. (6)	--
"R-2" - Residence District	50,000 sq. ft.	22,000 sq. ft.	15,000 sq. ft.	10,560 sq. ft.	200 ft.	100 ft.	30% (4)	30 ft.	70 ft.	10 ft.	20 ft. (6)	15 ft.	20 ft. (6)	--
"R-3" - Residence District	50,000 sq. ft.	22,000 sq. ft.	15,000 sq. ft.	10,560 sq. ft.	200 ft.	100 ft.	30% (4)	30 ft.	70 ft.	10 ft.	20 ft. (6)	15 ft.	20 ft. (6)	--
"R-4" - Residence District	50,000 sq. ft.	22,000 sq. ft.	15,000 sq. ft.	10,560 sq. ft.	200 ft.	100 ft.	30% (4)	30 ft. for buildings having two stories or less; 70 ft. for buildings exceeding two stories	10 ft. for buildings having two stories or less (6); 20 ft. for buildings exceeding two stories (6)	10 ft. for buildings having two stories or less (6); 20 ft. for buildings exceeding two stories (6)	10 ft. for buildings having two stories or less (6); 20 ft. for buildings exceeding two stories (6)	15 ft.	20 ft. (6)	--
"R-5" - Residence District	Refer to Section 49.110				Refer to Section 49.110		Refer to Section 49.110	30 ft.	70 ft.	10 ft. (6)	20 ft. (6)	10 ft. (6)	20 ft. (6)	Refer to Section 49.110
"RC" - Residential Conservation District	50,000 sq. ft.	22,000 sq. ft.	15,000 sq. ft.	10,560 sq. ft.	200 ft.	100 ft.	30% (4)	30 ft.	70 ft.	10 ft.	20 ft. (6)	15 ft.	20 ft. (6)	Refer to Section 11.50
"C" - Local Business District	50,000 sq. ft.	30,000 sq. ft.	18,000 sq. ft.	13,200 sq. ft.	200 ft.	120 ft.	--	70 ft.	70 ft.	20 ft. (6)	20 ft. (6)	20 ft. (6)	20 ft. (6)	--
"VC" - Village Commercial District	Refer to Section 19.60				Refer to Section 19.60		Refer to Section 19.60	Refer to Section 19.60		Refer to Section 19.60		Refer to Section 19.60		Refer to Section 19.60
"BRP" - Business Research Park District	50,000 sq. ft.	30,000 sq. ft.	18,000 sq. ft.	13,200 sq. ft.	200 ft.	120 ft.	--	70 ft.	70 ft.	20 ft. (6)	20 ft. (6)	20 ft. (6)	20 ft. (6)	Refer to Section 20.50
"C-R" - Local Business District Restricted	50,000 sq. ft.	30,000 sq. ft.	18,000 sq. ft.	13,200 sq. ft.	200 ft.	120 ft.	--	Refer to Section 21.50.D		Refer to Section 21.50.D		Refer to Section 21.50.D		Refer to Section 21.50
"I-R" - Industrial District Restricted	Refer to Section 26.60.A.2	30,000 sq. ft.	18,000 sq. ft.	13,200 sq. ft.	200 ft.	120 ft.	--	70 ft.	70 ft.	20 ft. (6)	20 ft. (6)	20 ft. (6)	20 ft. (6)	Refer to Section 26.60
"I-1" - Industrial District Manufacturing & Service	50,000 sq. ft.	30,000 sq. ft.	18,000 sq. ft.	13,200 sq. ft.	200 ft.	120 ft.	--	70 ft.	70 ft.	20 ft. (6)	20 ft. (6)	20 ft. (6)	20 ft. (6)	Refer to Section 27.50
"I-2" - Industrial District Manufacturing & Service	50,000 sq. ft.	30,000 sq. ft.	18,000 sq. ft.	13,200 sq. ft.	200 ft.	120 ft.	--	70 ft.	70 ft.	20 ft. (6)	20 ft. (6)	20 ft. (6)	20 ft. (6)	Refer to Section 28.50
"I-3" - Industrial District Special	50,000 sq. ft.	30,000 sq. ft.	18,000 sq. ft.	13,200 sq. ft.	200 ft.	120 ft.	--	70 ft.	70 ft.	20 ft. (6)	20 ft. (6)	20 ft. (6)	20 ft. (6)	--

Footnotes to Summary Table:

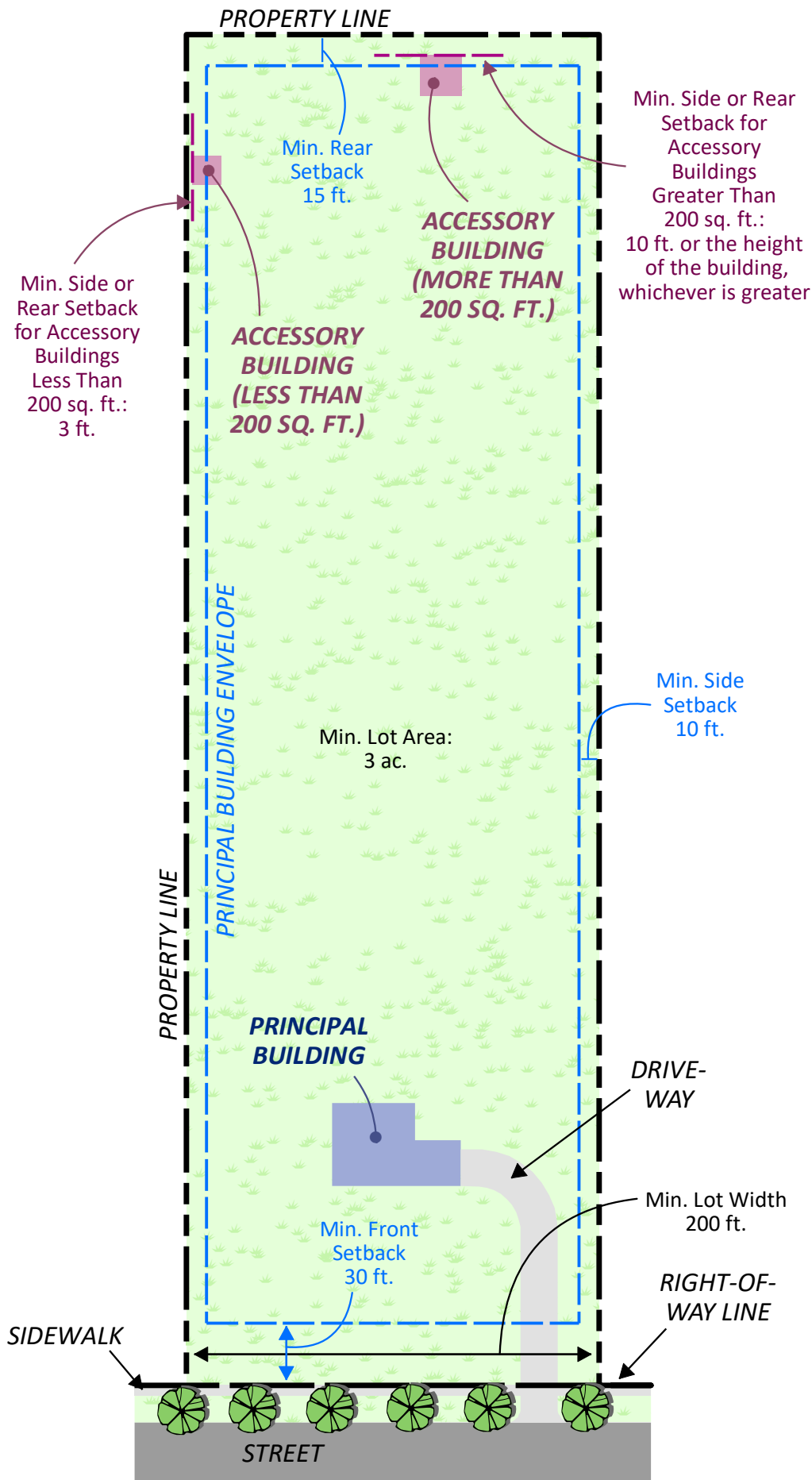
- (1) - Minimum of three (3) acres and 200 feet of public street frontage required per dwelling unit.
- (2) - Maximum density of 1.0 dwelling units per acre within an Open Space Community.
- (3) - Minimum frontage of 120 feet within an Open Space Community.
- (4) - For single-family, two-family, three-family, four-family, or multi-family dwelling or dwellings and buildings accessory thereto.
- (5) - Special setback distances apply for Designated Highways in accordance with Section 50.60.A.
- (6) - Or the height of the abutting side of the building at its highest point, whichever is less.

**Development
Standards
Illustration:
AG District**

For Residential
Principal and
Accessory Buildings

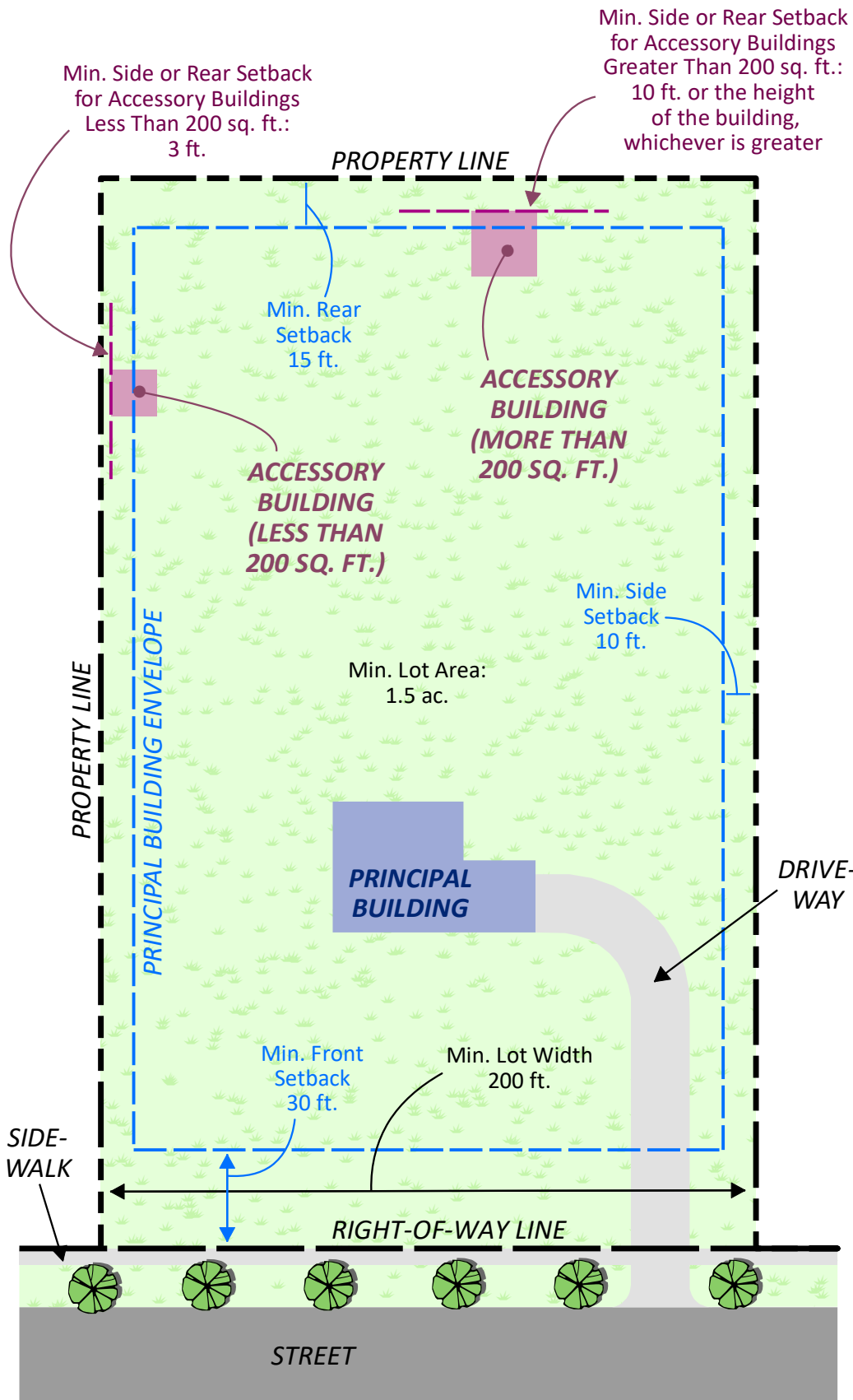
Notes:

- This graphic is for illustrative purposes only. Refer to Article 50 for detailed requirements.
- Minimum parcel/tract size is 40 acres. However, a minimum of 3 acres and 200 feet of frontage is required per dwelling unit. Refer to Section 50.10.
- This illustration represents a residential lot. Nonresidential buildings are subject to increased setbacks. Refer to Section 50.60.
- Special setback distances apply for designated highways. Refer to Section 50.60.A.
- Accessory buildings shall not have a width of greater than one-third of the lot, building site or parcel width, or 24 feet, whichever is greater. Refer to Section 57.100.A.7.
- If placed between the dwelling and the front property line, accessory buildings shall be subject to Planning Director review. Refer to Section 57.100.B.5.
- Additional accessory building regulations are found in Article 57.100.



**Development
Standards
Illustration:
RR District**

For Residential
Principal and
Accessory Buildings



Notes:

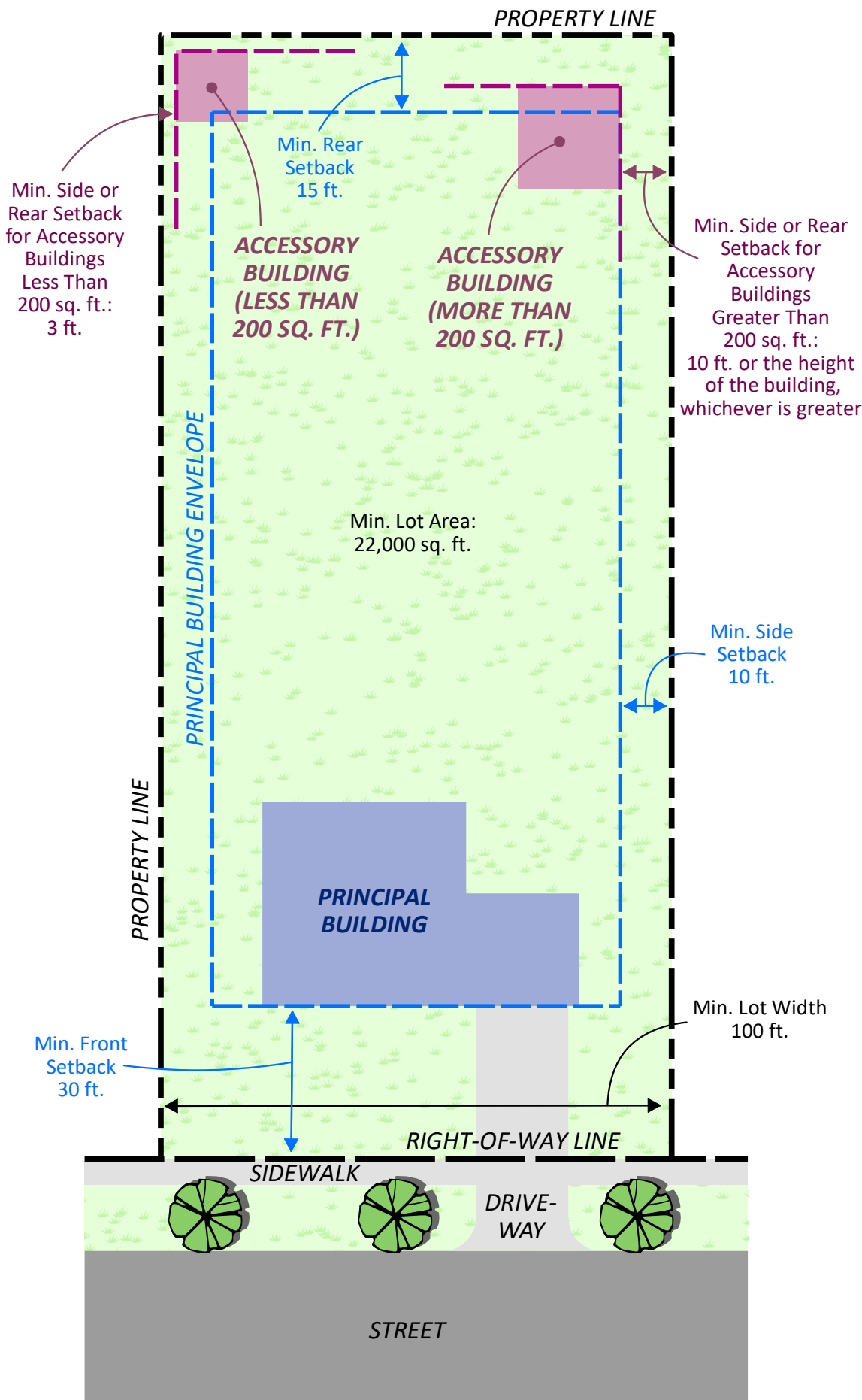
- This graphic is for illustrative purposes only. Refer to Article 50 for detailed requirements.
- Maximum density of 1.0 dwelling units per acre is allowed within an open space community. Minimum frontage of 120 feet is allowed within an open space community. Refer to Section 50.10.
- This illustration represents a residential lot. Nonresidential buildings are subject to increased setbacks. Refer to Section 50.60.
- Special setback distances apply for designated highways. Refer to Section 50.60.A.
- Accessory buildings shall not have a width of greater than one-third of the lot, building site or parcel width, or 24 feet, whichever is greater. Refer to Section 57.100.A.7.
- If placed between the dwelling and the front property line, accessory buildings shall be subject to Planning Director review. Refer to Section 57.100.B.5.
- Additional accessory building regulations are found in Article 57.100.

Development Standards Illustration: R-1, R-2, R-3 and RC Districts

For Residential Principal and Accessory Buildings

Notes:

- This graphic is for illustrative purposes only. Refer to Article 50 for detailed requirements.
- Minimum lot size varies based on platted or unplatted parcels, as well as the availability of public water and sewer. This illustration represents a platted parcel with no public water or sewer. Refer to Section 50.10.
- Minimum frontage or width varies based on platted or unplatted parcels. This illustration represents a platted parcel. Refer to Section 50.10.
- This illustration represents a residential lot. Nonresidential buildings are subject to increased setbacks. Refer to Section 50.60.
- Special setback distances apply for designated highways. Refer to Section 50.60.A.
- Accessory buildings shall not have a width of greater than one-third of the lot, building site or parcel width, or 24 feet, whichever is greater. Refer to Section 57.100.A.7.
- If placed between the dwelling and the front property line, accessory buildings shall be subject to Planning Director review. Refer to Section 57.100.B.5.
- Additional accessory building regulations are found in Article 57.100.

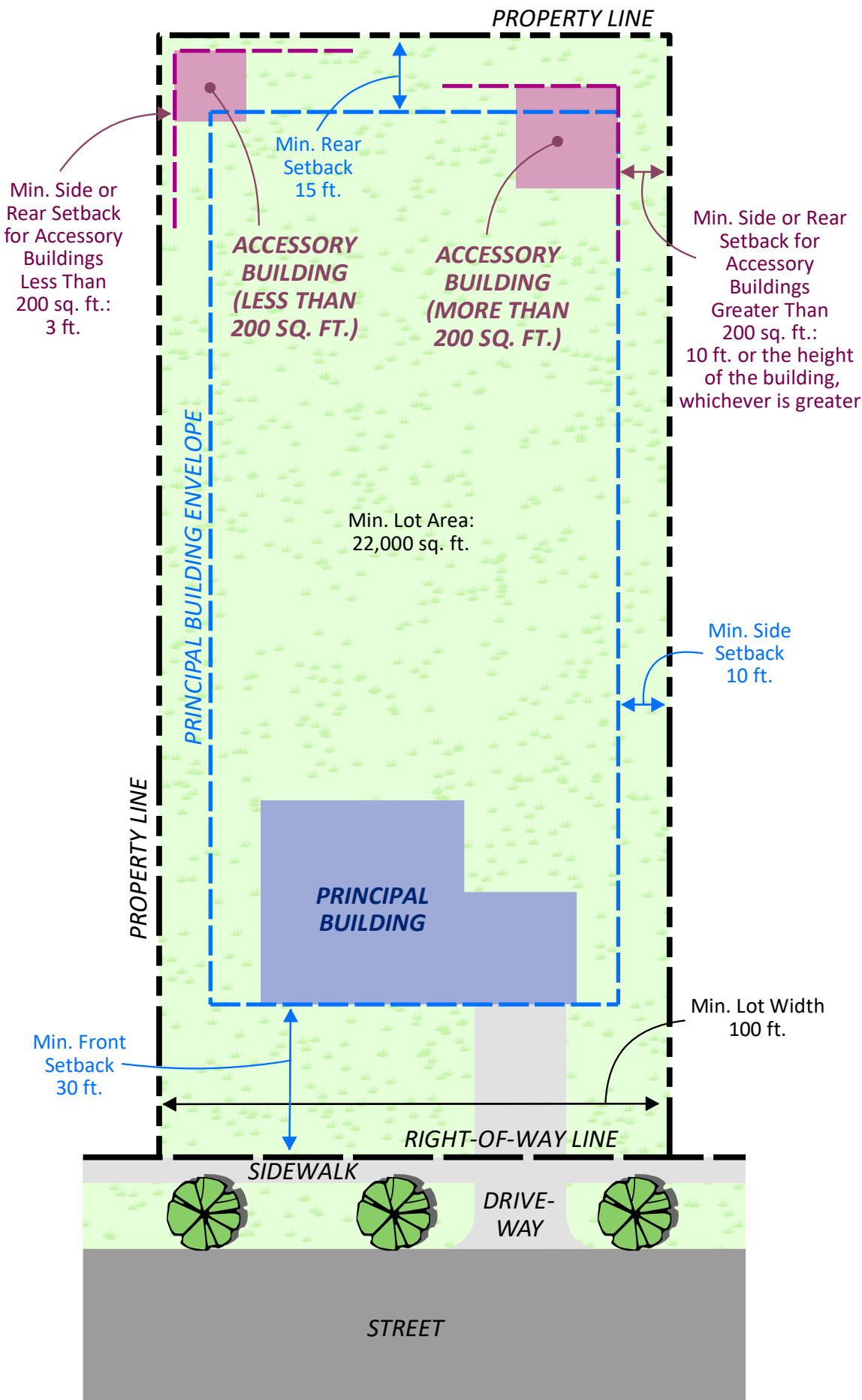


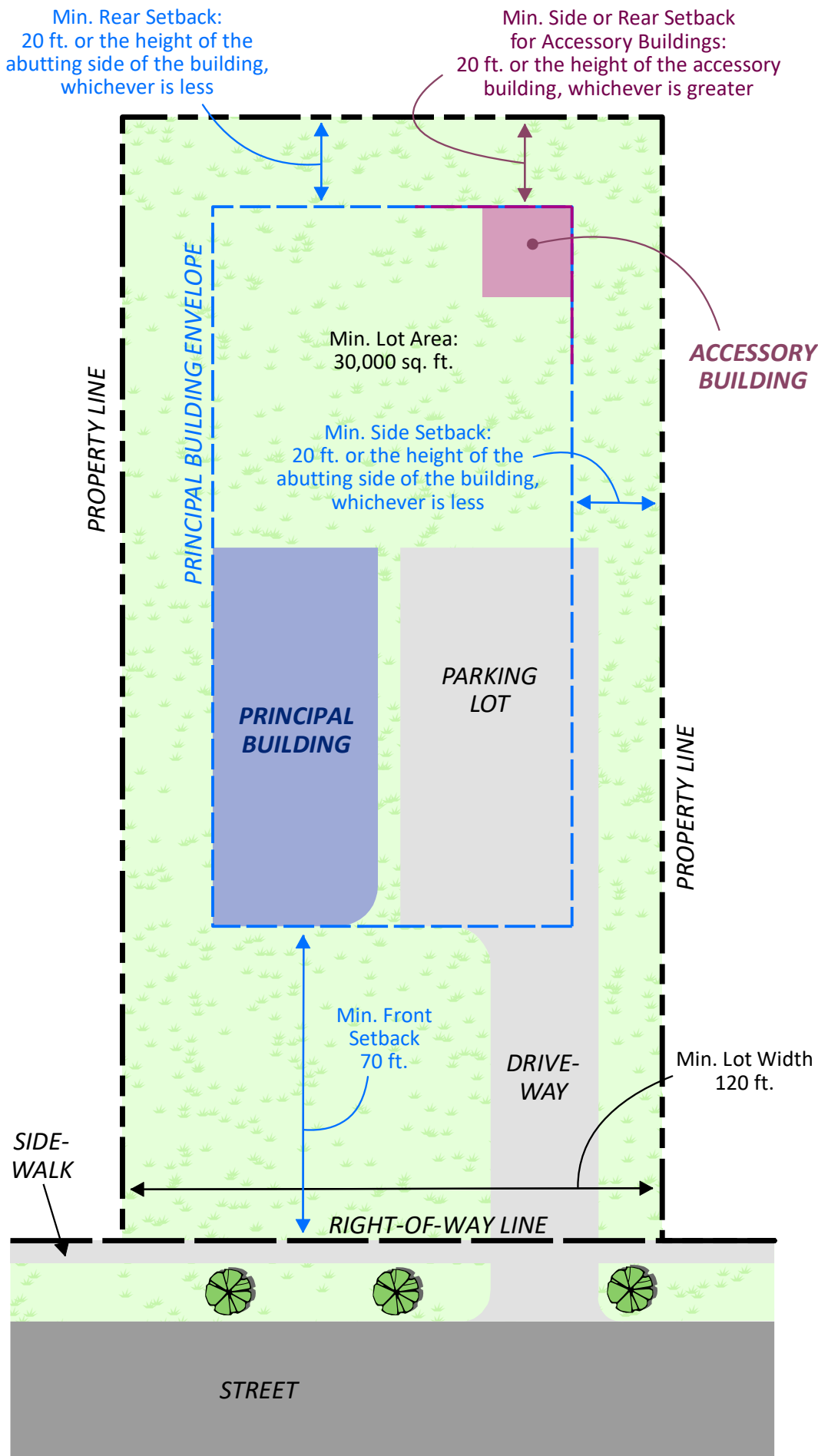
Development Standards Illustration: R-4 District

For Residential Principal Buildings Two Stories or Less and Accessory Buildings

Notes:

- This graphic is for illustrative purposes only. Refer to Article 50 for detailed requirements.
- Minimum lot size varies based on platted or unplatted parcels, as well as the availability of public water and sewer. This illustration represents a platted parcel with no public water or sewer. Refer to Section 50.10.
- Minimum frontage or width varies based on platted or unplatted parcels. This illustration represents a platted parcel. Refer to Section 50.10.
- This illustration represents a residential lot with buildings that are two stories or less in height. Buildings greater than two stories are subject to increased setbacks. Refer to Section 50.60.
- Special setback distances apply for designated highways. Refer to Section 50.60.A.
- Accessory buildings shall not have a width of greater than one-third of the lot, building site or parcel width, or 24 feet, whichever is greater. Refer to Section 57.100.A.7.
- If placed between the dwelling and the front property line, accessory buildings shall be subject to Planning Director review. Refer to Section 57.100.B.5.
- Additional accessory building regulations are found in Article 57.100.





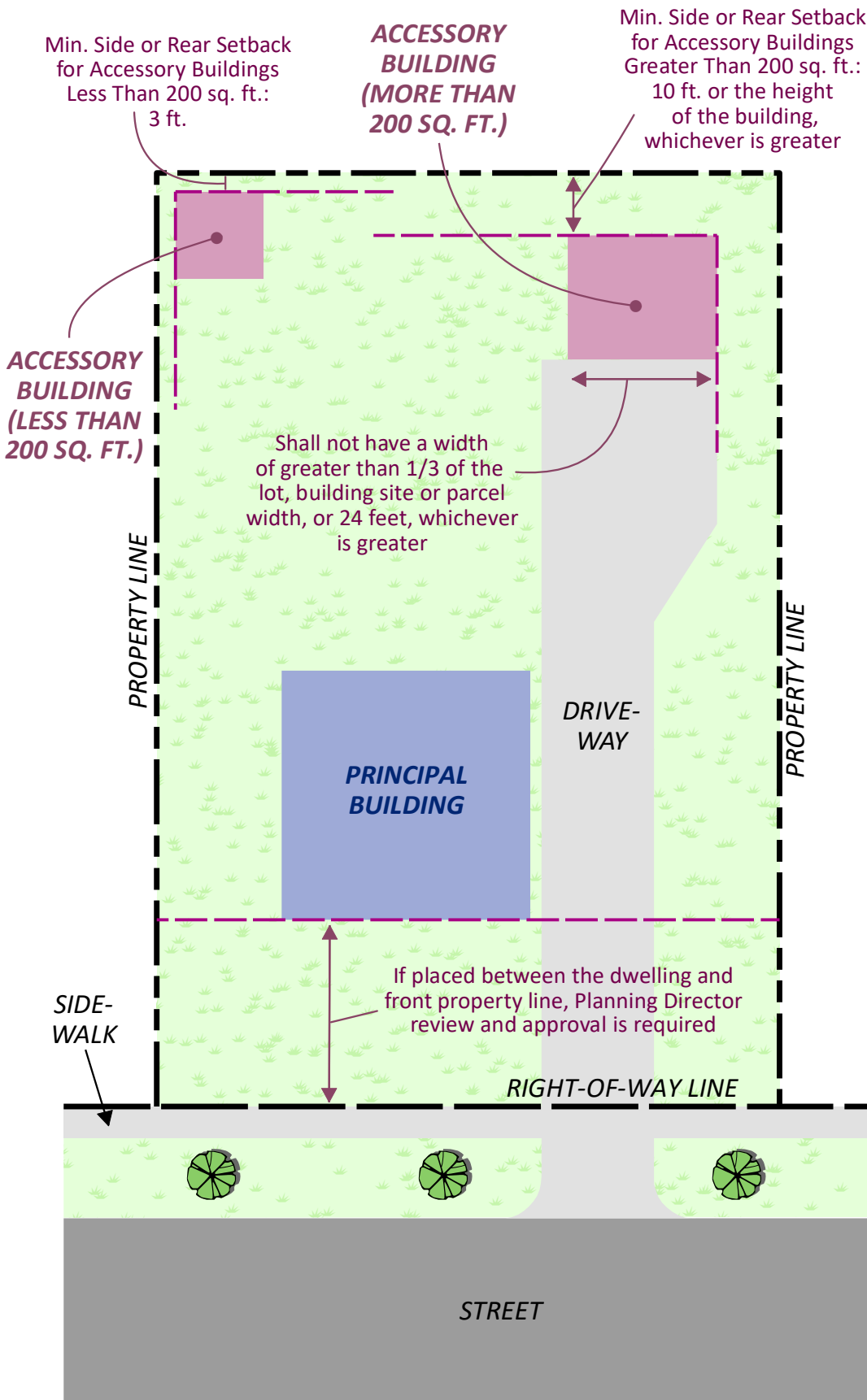
Oshtemo Township
Development Standards Illustration: C, BRP, I-R, I-1, I-2 and I-3 Districts
<p>Notes:</p> <ul style="list-style-type: none"> • This graphic is for illustrative purposes only. Refer to Article 50 for detailed requirements. • Minimum lot size varies based on platted or unplatted parcels, as well as the availability of public water and sewer. This illustration represents a platted parcel with no public water or sewer. Refer to Section 50.10. • Minimum frontage or width varies based on platted or unplatted parcels. This illustration represents a platted parcel. Refer to Section 50.10. • Special setback distances apply for designated highways. Refer to Section 50.60.A. <p>Accessory buildings shall not</p> <ul style="list-style-type: none"> • have a width of greater than one-third of the lot, building site or parcel width, or 24 feet, whichever is greater. Refer to Section 57.100.A.7. <p>If placed between the dwelling</p> <ul style="list-style-type: none"> • and the front property line, accessory buildings shall be subject to Planning Director review. Refer to Section 57.100.B.5. <p>Additional accessory building</p> <ul style="list-style-type: none"> • regulations are found in Article 57.100.

**Development
Standards Illustration:
Accessory Buildings**

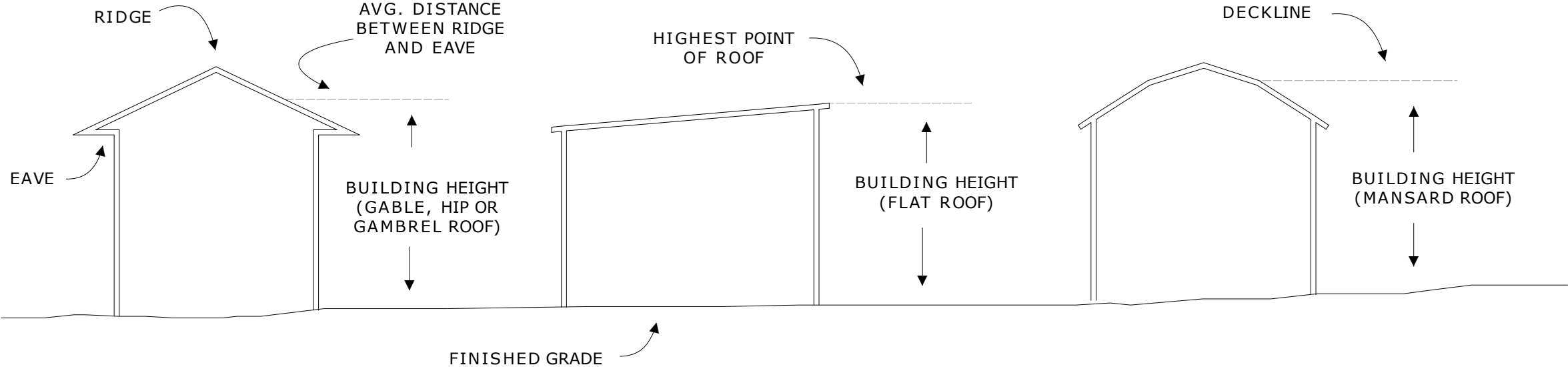
AG, RR, R-1, R-2,
R-3, R-4, R-5
and RC Districts

Notes:

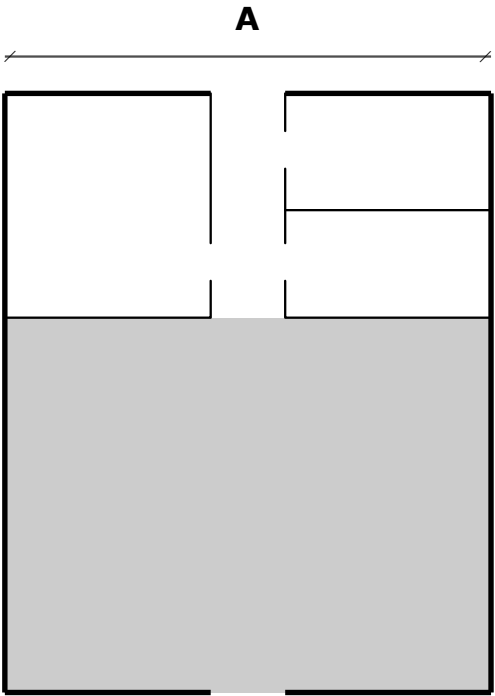
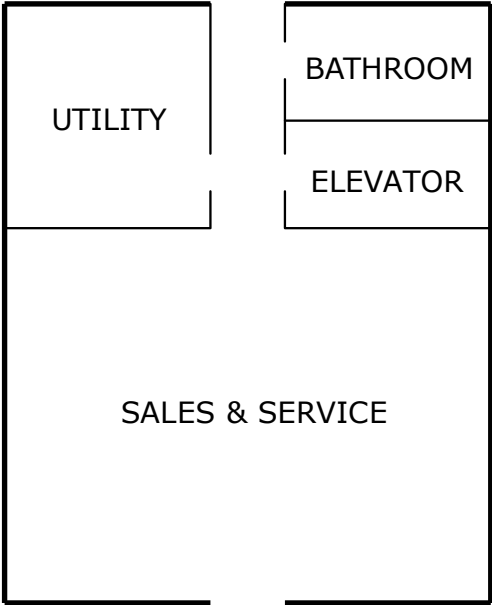
- This graphic is for illustrative purposes only. Refer to Article 57 for detailed requirements.
- The accessory building requirements of Article 57 do not apply to agricultural uses meeting the requirements of Section 4.10.
- The side or rear lot line setback for accessory buildings within the C, BRP, I-R, I-1, I-2 and I-3 Districts is 20 ft. or the height of the accessory building, whichever is greater.
- The height of any accessory building shall not exceed 20 ft. if on lots, parcels or building sites of 30,000 sq. ft. or less. The height shall not exceed 25 ft. if on lots, parcels or building sites larger than 30,000 sq. ft.
- Planning Director review and approval is required if the total floor area of all accessory buildings exceeds 20% of the lot, building site or parcel area.
- Additional accessory building regulations are found in Article 57.



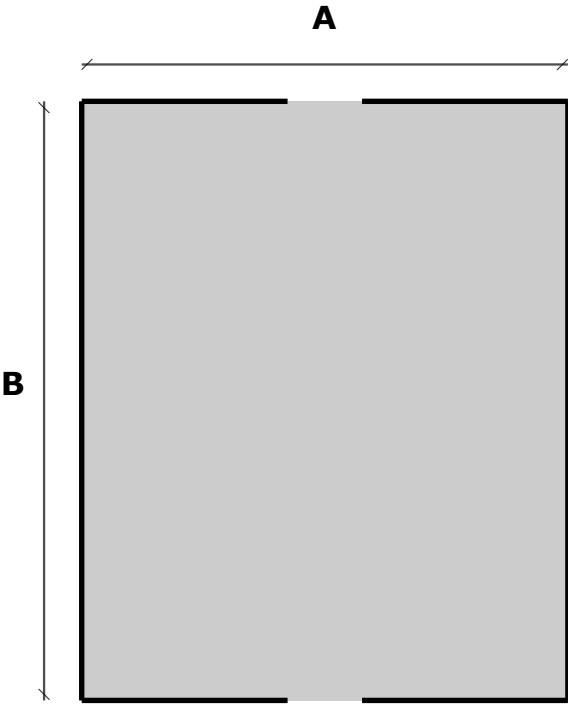
HEIGHT (BUILDING HEIGHT)



FLOOR AREA

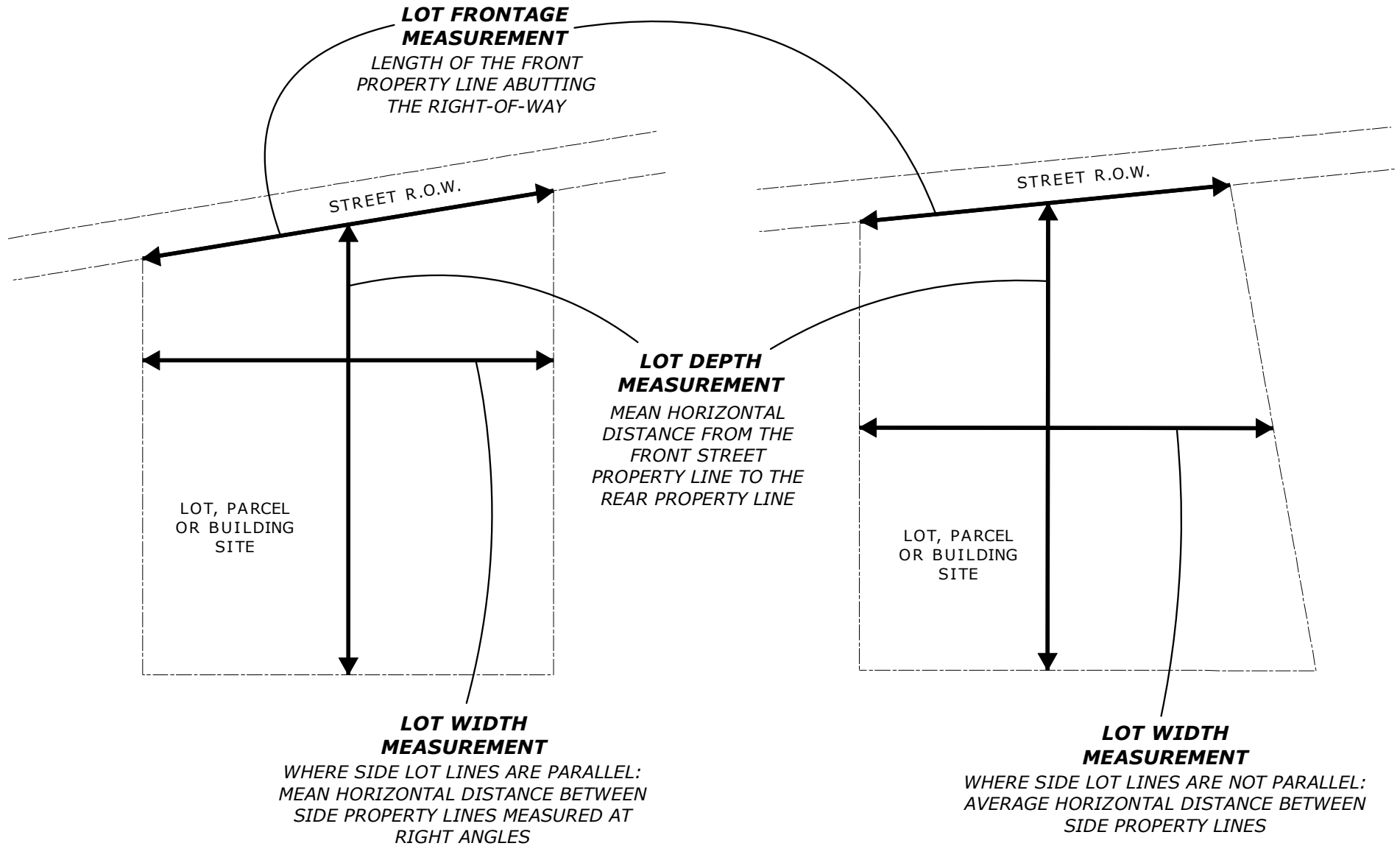


NET FLOOR AREA
(A x B)

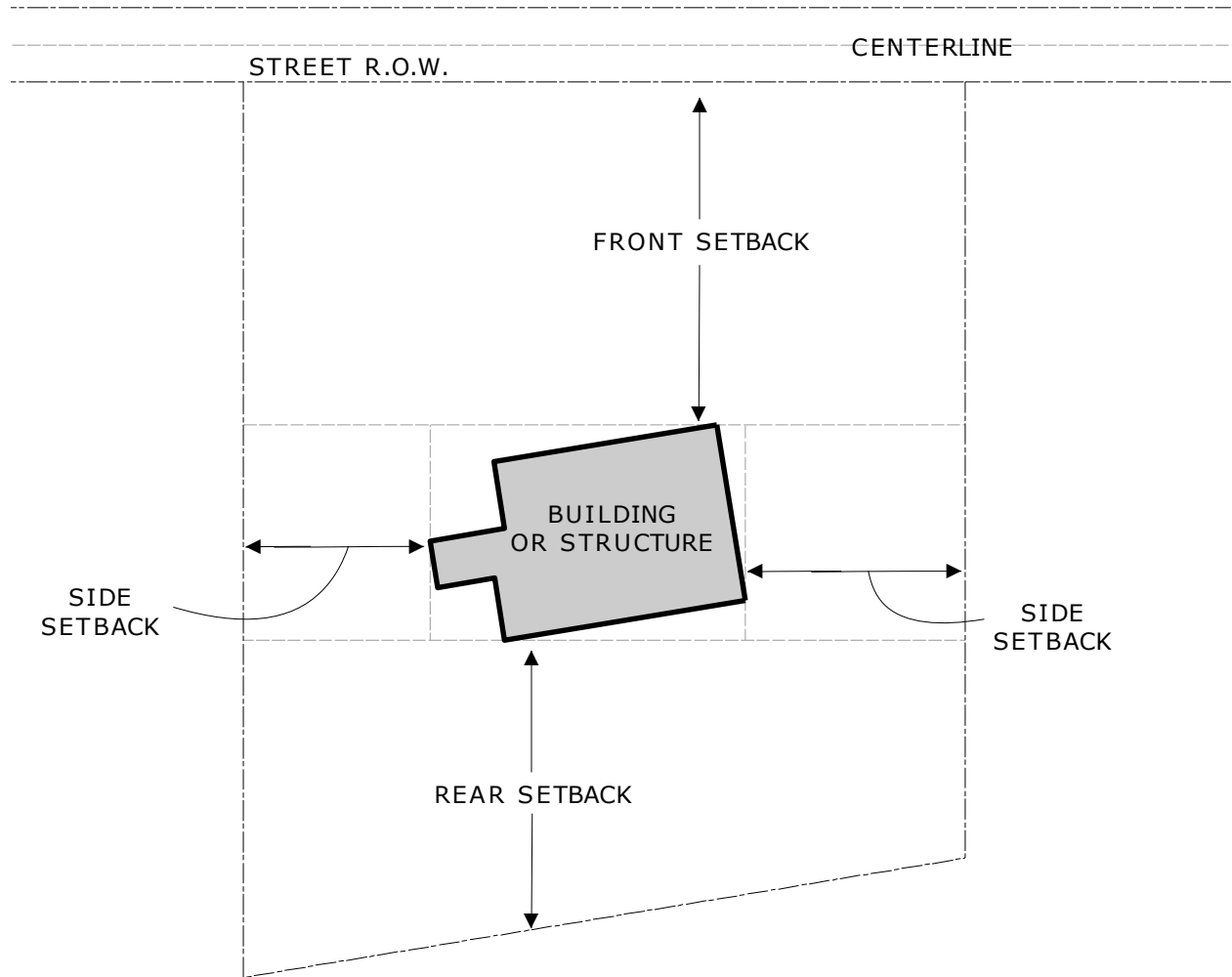


GROSS FLOOR AREA
(A x B)

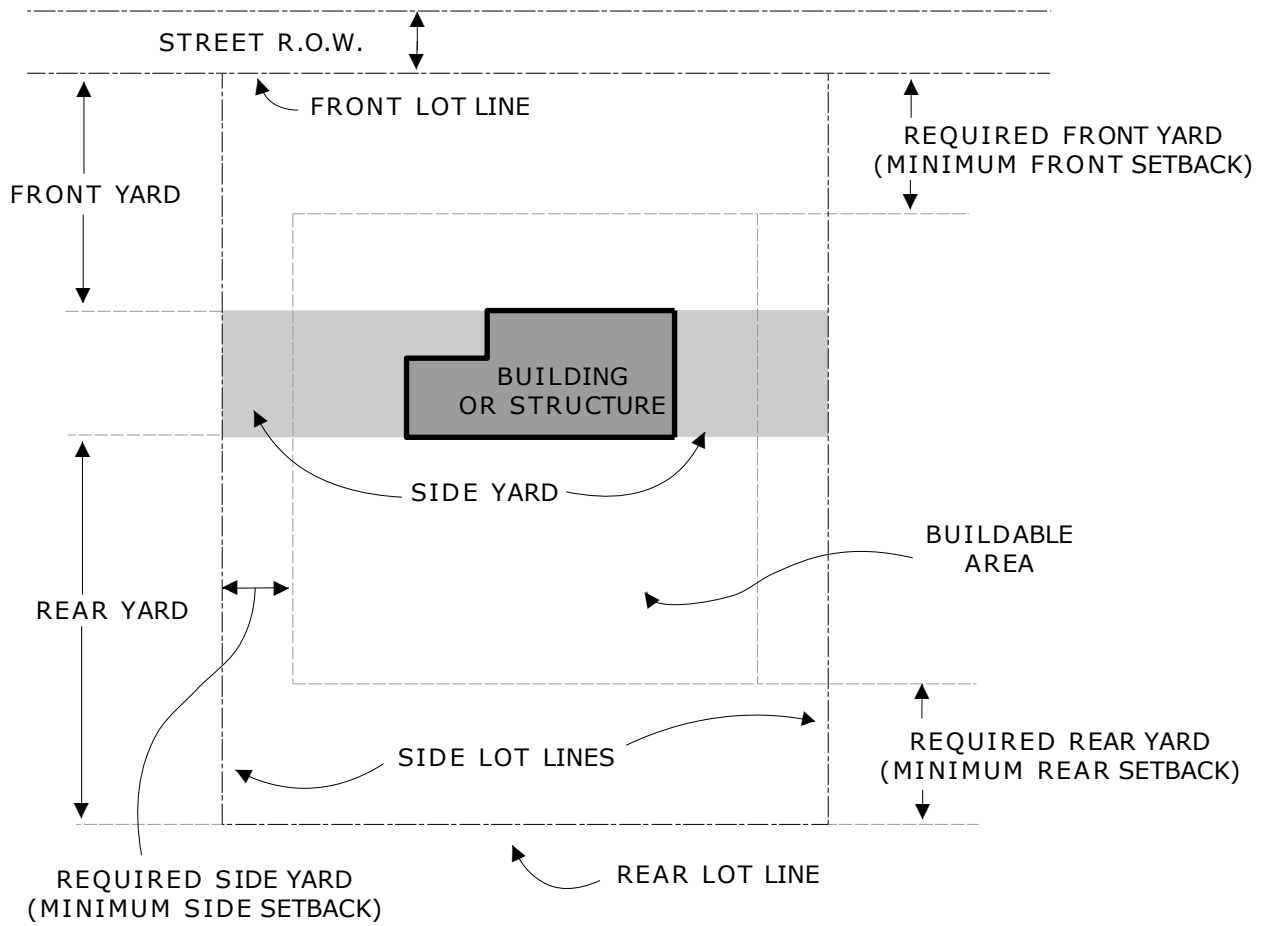
LOT, PARCEL, OR BUILDING SITE FRONTAGE, WIDTH AND DEPTH



SETBACKS



PROPERTY LINES AND YARDS





October 18, 2018

Mtg Date: October 25, 2018
To: Planning Commission
From: Julie Johnston, AICP
Subject: Agritourism draft ordinance review

The attached document has the revised language previously recommended by the Planning Commission from past work sessions in **bold** or ~~striketrough~~ type. The new changes to Category 3 from the September 27th meeting have been captured in **red**.

Next steps will be to finalize any remaining changes the Planning Commission wishes to see to the draft ordinance and then decide on next steps. Typically, we would set a public hearing to forward the draft language on to the Township Board. However, the Planning Commission may want to consider an additional public meeting before the "official" public hearing to receive input from those that live in the rural area of the Township, as well as agricultural and agritourism businesses. This would allow the Planning Commission to consider any additional changes before forwarding the draft ordinance to the Township Board.

Thank you.

PERMITTED USES WITH CONDITIONS

A. Agribusiness

1. Total building floor area for the agribusiness shall not exceed 2,000 square feet.
2. The maximum portion of any building used for agribusiness sales shall not exceed 600 square feet.
3. **Outdoor storage of agribusiness materials shall be limited to 1,000 square feet and shall be located in the rear yard only.**
4. Access to an agribusiness use must be from the County primary road **or State highway**.
5. On-site vehicle parking shall be provided on agribusiness property as follows:
 - a. The total number of required spaces shall be calculated as one space for every 1,000 square feet of the total building floor area, plus one space for every two employees. This shall not include areas dedicated to agricultural production.
 - b. Parking lots shall be clearly demarcated through some physical means like timbers, fences, stakes, etc.
 - c. The on-site parking shall be arranged so no vehicle movements occur in the public right-of-way and to avoid the accumulation of parked cars on the public roads.
 - d. Parking and driveway surfaces may be pervious or hard surface.
6. A written narrative will be provided with any application describing the use in detail, including all the types of items, goods and merchandise that are proposed to be sold; the proposed hours of operation; measures that are to be taken to assure that the operation of the use will take place only in a safe and convenient manner; and other information describing the use and which will assist the reviewing body in determining whether the application meets the conditional use requirements.
7. If the proposed agribusiness use would cause undue impacts to surrounding properties related to drainage, traffic, noise, or other general health and safety issues, as determined by the Planning Director, **or if the size of the agribusiness exceeds the maximums allowed herein**, review and approval by the Planning Commission as a Special Use shall be required.

B. Agritourism, Category 1

1. Farm markets with a sales area of 100 square feet or less, seasonal in nature, and where no permanent structure exists, are exempt from this ordinance.
2. **The maximum area for farm markets shall be 3,000 square feet, which includes both the floor area of the building and the outdoor storage/display.** Farm markets larger than **3,000** square feet shall be a Special Use reviewed and approved by the Planning Commission.

3. Farm market buildings equal to or less than 200 square feet in size shall be located not closer than 15 feet from the road right-of-way line or 25 feet from the edge of pavement, whichever is greater. Farm market buildings greater than 200 square feet in size shall comply with the minimum required setback distances for the district in which such building is located.
4. Retail sales.
 - a. At least 75 percent of the products marketed and offered for sale (measured as an average over the farm's marketing season) must be grown or produced on and by the affiliated farm. For purposes of this requirement, affiliated means a farm under the same ownership or control (e.g. leased) as the farm market whether or not the farm market is located on the property where production occurs.
 - b. The remainder 25 percent of products sold must be agriculturally related products as defined by **Article 2: Definitions**.
 - c. For purposes of determining the percentage of products being marketed, the primary measure will be retail space used to display products offered for retail sale during the affiliated farm's marketing season. If measurement of retail space during the marketing season is not feasible, then the percent of the gross sales dollars of the farm market will be used.
5. Access to an agritourism use must be from the County primary road **or State highway**.
6. On-site vehicle parking shall be provided on agritourism property as follows:
 - a. ~~The total number of required spaces shall be calculated as one space for every 1,000 square feet of the main public activity area, plus one space for every two employees. This shall not include areas dedicated to agricultural production.~~
 - b. ~~24 foot two-way or 20 foot one-way circulation aisles shall be maintained. To ensure drive aisles are maintained, the location of parking spaces shall be defined by providing some type of marker at the center of the space to be placed every 64 feet for two-way traffic and 60 feet for one-way traffic.~~
 - c. Parking lots shall be clearly demarcated through some physical means like timbers, fences, stakes, etc.
 - d. The on-site parking shall be arranged so no vehicle movements occur in the public right-of-way and to avoid the accumulation of parked cars on the public roads.
 - e. Parking and driveway surfaces may be pervious or hard surface.
7. A written narrative describing the use in detail, including the proposed hours of operation; measures that are to be taken to assure that the operation of the use will take place only in a safe and convenient manner; and other information describing the use and which will assist the reviewing body in determining whether the application meets the conditional use requirements.

8. If the proposed agritourism use would cause undue impacts to surrounding properties related to drainage, traffic, noise, or other general health and safety issues, as determined by the Planning Director, review and approval by the Planning Commission as a Special Use shall be required.

SPECIAL USES

A. Agritourism, Category 2

1. Narrative. A written narrative describing the use in detail, including both agriculturally related and non-agriculturally related products and uses; proposed hours of operation; measures that are to be taken to assure that the operation of the use will take place only in a safe and convenient manner; special events; and other information describing the use and which will assist the Planning Commission in determining whether the application meets the Special Use requirements.
2. General Standards:
 - a. Parcel size. Parcels must be a minimum of 10 acres. The Planning Commission may consider a smaller parcel size depending on the agritourism uses planned. Their consideration of a smaller parcel size will be based on the intensity and scale of the proposed agritourism use, compatibility with surrounding property owners, and will be harmonious with the existing character of the area.
 - b. Maximum floor area. The maximum floor area for all buildings related to the agritourism use shall be 10,000 square feet. Clusters of smaller, architecturally appropriate structures are encouraged to maintain rural character of the agritourism use. This maximum floor area does not include greenhouses.
 - c. **Outdoor storage/display. The maximum area for the storage/display of agricultural products for sale shall be one acre. This requirement does not apply to u-pick operations.**
 - d. Architectural character. All buildings shall incorporate a rural theme in terms of style and design. This means new agritourism uses involving new structures shall complement and enhance the rural environment. For example, gable or gambrel roofs, roof ornamentation such as cupolas, dormers, porches, and decorative shutters.
 - e. New uses **and buildings**. New uses **and buildings** shall be located, designed and operated so as not to interfere with normal agricultural practices on and off site. Non-agricultural uses should be limited to lands with poor agricultural soils or lands otherwise not suitable for agricultural purposes.
 - f. Use and product percentages. Agricultural products produced on site, agriculturally related products and uses, and non-agriculturally related products and uses are permitted based on the following percentages:
 - i. At least 50 percent of the products (measured as an average over the farm's marketing season) and uses marketed and offered must be grown or produced on and by or have a direct relationship with the affiliated farm. For purposes of this requirement, affiliated

means a farm under the same ownership or control (e.g. leased) as the farm market whether or not the farm market is located on the property where production occurs.

- ii. A maximum of 30 percent of the products and uses marketed and offered may be other agriculturally related products and uses as defined by **Article 2: Definitions**.
 - iii. A maximum of 20 percent of the products and uses marketed and offered may be non-agriculturally related products and uses as defined by **Article 2: Definitions**.
 - iv. For purposes of determining the percentage of products and uses being marketed and offered, the primary measure will be square footage of space used for each individual product or use. If measurement of retail space during the marketing season is not feasible to determine percentage of product, then the percent of the gross sales dollars will be used.
- g. Parking. On-site vehicle parking shall be provided on agribusiness property as follows:
- i. The total number of required spaces shall be calculated as one space for every 1,000 square feet of the main public activity area, plus one space for every two employees. **The main public activity areas shall be defined as the primary buildings and outdoor spaces where the public congregates for the agritourism use.** This shall not include areas dedicated to agricultural production.
 - ii. 24-foot two-way or 20-foot one-way circulation aisles shall be maintained. To ensure drive aisles are maintained, the location of parking spaces shall be defined by providing some type of marker at the center of the space to be placed every 64 feet for two-way traffic and 60 feet for one-way traffic.
 - iii. Parking lots shall be clearly demarcated through some physical means like timbers, fences, stakes, etc.
 - iv. The on-site parking shall be arranged so no vehicle movements occur in the public right-of-way and to avoid the accumulation of parked cars on the public roads.
 - v. Parking and driveway surfaces may be pervious or hard surface.
 - vi. **Accessible spaces must be provided in accordance with the requirements of Americans with Disabilities Act of 1990, utilizing the most current design standards.**
 - vii. **The Planning Commission may reduce or defer the number required parking spaces if the applicant provides a parking study that demonstrates, to the satisfaction of the Planning Commission, that a reduced number of parking spaces will meet the parking needs of the Agritourism uses. If parking is deferred, the location of those deferred spaces must be shown as such on the required site plan.**
- h. Lighting. Any exterior lighting installed related to an agritourism use or activity shall be appropriately shielded and directed downwards to minimize light pollution. All lighting shall meet the standards of **Article 49: Lighting**.

- i. Trash receptacles. Trash receptacles shall be provided. **If dumpsters are provided, they shall be placed on a hard surface** and shall be completely obscured from view by a screen fence or wall.
 - j. Screening. **Opaque** screening, consisting of an earth berm, evergreen screen, or an obscuring wall or fence, shall be provided **near the primary public activity areas** on those sides abutting or adjacent to a residential use. **The use of natural landscape materials is encouraged.** The Planning Commission may waive the screening requirement in specific cases where cause can be shown that the distance between the agritourism and residential use would not require screening.
 - k. Restroom facilities. ~~Permanent~~ **Public** restroom facilities, **temporary or permanent**, shall be provided on site. ~~The number of which shall be based on Building Code requirements.~~
 - l. Maximum capacity. The Fire Marshall or Building Official shall establish a maximum **occupant** capacity for meetings, training, educational or similar events which shall be appropriate to the site and facilities in terms of safe capacity in buildings, parking area and sanitation limitations of the site.
 - m. Hours of operation. **Hours or operation must be provided by the applicant.** The Planning Commission may ~~establish~~ **alter the requested** hours of operation for the agritourism uses, or specific elements thereof, consistent with the character of the land uses in the vicinity and may further approve an enforcement mechanism to ensure ~~that~~ **adherence to** the established hours of operation ~~are adhered to.~~
 - n. Access. Access to an agritourism use must be from the County primary road **or State highway.**
 - o. Livestock. The keeping of livestock for ~~agricultural purposes and agriculturally related~~ **agritourism** purposes like riding stables, petting farms, pony rides, etc., shall be subject to the provisions of **Article 52: Miscellaneous Protection Requirements.**
3. Special Agritourism Events.
- a. A maximum of ~~six~~ **10** special events shall be permitted **annually, beginning January 1st of each year.**
 - b. **The agritourism operator/property owner shall submit the annual list of the special events to the Planning Commission for review within 30-days of the first requested event. The Planning Commission may eliminate a special event if said event would be unduly disruptive to the general peace and enjoyment of the rural and/or residential character of the surrounding area.**
 - c. **The special event must be related to and enhance the primary agritourism use of the property.** ~~between May and October. An additional two events shall be permitted between November and April.~~

- d. Each special event may not last more than three consecutive days, with a minimum of 14 days between events unless otherwise approved by the Planning Commission.
 - e. A reserved parking area shall be provided on-site to be utilized for special events. If the agritourism use intends to hold special events, this reserved area must be displayed on a site plan.
 - f. The reserved parking area must be of adequate size to accommodate the anticipated additional traffic of the special event. The size of the reserved parking area shall be reviewed and approved by the Planning Commission.
 - g. For special events lasting more than one day and with an expected daily attendance exceeding 100 hundred individuals, the on-site manager or owner shall notify all adjacent neighbors bordering the subject property in writing of the date, time, duration and description of the event. Notification shall occur at least five business days prior to the beginning of the event.
4. Prohibited uses.
- a. Motorized off-road vehicle racing or other similar motor vehicle activities.
 - b. Other uses that the Planning Commission determines would disturb the general peace and enjoyment of the rural and/or residential character of the surrounding area due to excessive traffic, noise, smoke, odors, or visual clutter.**

B. Agritourism, Category 3

- 1. Intent. The intent of the Category 3 Agritourism option is to allow opportunities for limited nonresidential special events or activities that make use of existing rural character and agricultural buildings.
- 2. Narrative. A written narrative describing the special events or activities, including proposed hours of operation; expected attendance; measures that are to be taken to assure that the operation of the use will take place only in a safe and convenient manner; and other information describing the events or activities which will assist the Planning Commission in determining whether the application meets the Special Use requirements.
- 3. General Standards:
 - a. Parcel size. Parcels must be a minimum of 10 acres. The Planning Commission may consider a smaller parcel size depending on the agritourism uses planned. Their consideration of a smaller parcel size will be based on the intensity and scale of the proposed agritourism use, compatibility with surrounding property owners, and will be harmonious with the existing character of the area.
 - b. Architectural character. All buildings shall incorporate a rural theme in terms of style and design. This means new agritourism uses involving new structures shall complement and enhance the rural environment. For example, gable or gambrel roofs, roof ornamentation such as cupolas, dormers, porches, and decorative shutters.

- c. Access to an agritourism use must be from the County primary road or State highway.
- d. Parking. On-site vehicle parking shall be provided on agribusiness property as follows:
 - i. **The total number of required spaces shall be calculated as one space for every 1,000 square feet of the main public activity area, plus one space for every two employees. The main public activity areas shall be defined as the primary buildings and outdoor spaces where the public congregates for the agritourism use. This shall not include areas dedicated to agricultural production.**
 - ii. **24-foot two-way or 20-foot one-way circulation aisles shall be maintained. To ensure drive aisles are maintained, the location of parking spaces shall be defined by providing some type of marker at the center of the space to be placed every 64 feet for two-way traffic and 60 feet for one-way traffic.**
 - iii. **Parking lots shall be clearly demarcated through some physical means like timbers, fences, stakes, etc.**
 - iv. **The on-site parking shall be arranged so no vehicle movements occur in the public right-of-way and to avoid the accumulation of parked cars on the public roads.**
 - v. **Parking and driveway surfaces may be pervious or hard surface.**
 - vi. **Accessible spaces must be provided in accordance with the requirements of Americans with Disabilities Act of 1990, utilizing the most current design standards.**
 - vii. **The Planning Commission may reduce or defer the number required parking spaces if the applicant provides a parking study that demonstrates, to the satisfaction of the Planning Commission, that a reduced number of parking spaces will meet the parking needs of the Agritourism uses. If parking is deferred, the location of those deferred spaces must be shown as such on the required site plan.**
- e. Lighting. Any exterior lighting installed related to an agritourism event or activity shall be appropriately shielded and directed downwards to minimize light pollution. All lighting shall meet the standards of Article 49: Lighting.
- f. **Trash receptacles. Trash receptacles shall be provided. If dumpsters are provided, they shall be placed on a hard surface and shall be completely obscured from view by a screen fence or wall.**
- g. **Screening. Opaque screening, consisting of an earth berm, evergreen screen, or an obscuring wall or fence, shall be provided near the primary public activity areas on those sides abutting or adjacent to a residential use. The use of natural landscape materials is encouraged. The Planning Commission may waive the screening requirement in specific cases where cause can be shown that the distance between the agritourism and residential use would not require screening.**

h. Restroom facilities. Public restroom facilities, temporary or permanent, shall be provided on site.

i. Maximum capacity. The Fire Marshall or Building Official shall establish a maximum capacity for special activities or events which shall be appropriate to the site and facilities in terms of safe capacity in buildings, parking area and sanitation limitations of the site.

5. Special Events or Activities.

a. A maximum of ~~six~~ **10** special events shall be permitted **annually, beginning January 1st of each year.**

b. A minimum of 14 days shall be provided between events unless otherwise approved by the Planning Commission.

c. For special events with an expected attendance exceeding 100 hundred individuals, the on-site manager or owner shall notify all adjacent neighbors bordering the subject property in writing of the date, time, duration and description of the event. Notification shall occur at least five business days prior to the beginning of the event.

d. Hours of operation. Hours or operation for the special event or activities must be provided by the applicant. The Planning Commission may alter the requested hours of operation for the agritourism uses, or specific elements thereof, consistent with the character of the land uses in the vicinity and may further approve an enforcement mechanism to ensure ~~that~~ adherence to the established hours of operation.

6. Prohibited uses.

a. Motorized off-road vehicle racing or other similar motor vehicle activities.

b. Other uses that the Planning Commission determines would disturb the general peace and enjoyment of the rural and/or residential character of the surrounding area due to excessive traffic, noise, smoke, odors, or visual clutter.