



**REGULAR MEETING OF THE  
CHARTER TOWNSHIP OF COMSTOCK PLANNING  
COMMISSION**

**THURSDAY, JANUARY 9, 2025 at 6:00 PM  
NOTICE AND AGENDA  
5858 KING HIGHWAY  
COMSTOCK TOWNSHIP HALL**

- 1. Call to Order**
- 2. Elect Officers**
- 3. Approval of Agenda**
- 4. Approval of Minutes**
  - December 12, 2024 - Draft Minutes
- 5. New Business**
- 6. Old Business**
  - Public Hearing: R-1C Text Amendments
- 7. Any Other Business**
- 8. Citizen Comment**
- 9. Updates from Other Boards**
- 10. Training Updates**
- 11. Planning Commissioner Comments**
- 12. Adjournment**



# MEMO

## Charter Township of Comstock Planning Commission January 9, 2025

**From:** Kyle Mucha, Principal Planner

**Re:** December 12, 2024 - Draft Minutes

**Attachments:**

[2024-12-12 PC Minutes DRAFT.pdf](#)

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**COMSTOCK CHARTER TOWNSHIP  
PLANNING COMMISSION  
MINUTES OF MEETING HELD DECEMBER 12, 2024**

5 A meeting of the Comstock Charter Township Planning Commission was held on Thursday, December 12,  
6 2024 at the Comstock Township Hall beginning at 7:00 p.m.

8 Members Present: Jennifer Jones-Newton, Commission Chair  
9 Jeff Ampey  
10 Patrick Hanna  
11 James Criteser  
12 Larry Nichols, Commission Secretary  
13 Sandy Bloomfield, Township Treasurer  
14

15 Members Absent: Bub Sherwood  
16

17  
18 Also in attendance was Kyle Mucha, AICP, Township Planning Consultant, Assistant Zoning Administrator  
19 Khayci Bryant, Township Attorney Catherine Kaufman, and approximately eight (8) members of the general  
20 public.  
21

22 **Call to Order**

23 Chair Jones-Newton called the meeting to order at 7:00 p.m.  
24  
25

26 **Approval of Agenda**

27 Commissioner Hanna motioned to add two (2) agenda items under “any other business”; *Sanctuary Status*  
28 and *Special Land Use Expiration*. With support from Criteser, the agenda modification was approved, 6-0.  
29  
30

31 **Approval of Minutes**

32 Commissioner Criteser requested/motioned two (2) clerical modifications to the November 14, 2024  
33 meeting minutes; with support from Nichols, the November 14, 2024 meeting minutes were approved 6-0,  
34 as amended.  
35

36 **New Business**

37  
38 **1800 S. 35<sup>th</sup> Street – Site Plan Review – Child Care Institution**  
39

40 At the request of Chair Jones-Newton, Mr. Mucha provided a summary of the staff report regarding the  
41 proposed site plan for 1800 S. 35<sup>th</sup> Street, as submitted by V.K. Civil Engineering on behalf of Residential  
42 Opportunities, Inc. for the establishment of a child care institution at the aforementioned property. Mr.  
43 Mucha and Attorney Kaufman informed the Commission that discussion with the applicant’s team had  
44 been ongoing as it relates to the type of use proposed and how the proposed use meets the Comstock  
45 Charter Township Zoning Ordinance definition. Further, Mr. Mucha indicated that the site plan can be  
46 supported for approval, subject to the following conditions:  
47

- 48 1. *Provide parking lot landscaping to meet the minimum requirements of the Zoning Ordinance; and*  
49 2. *Provide trash maintenance details; and*  
50 3. *Provide the number of employees on the largest working shift to ensure compliance with the off-*  
51 *street parking count; and*  
52 4. *Revise the parking stall sizing and provide maneuvering land width; and*  
53 5. *Any other comments as discussed by additional reviewing agencies (Engineering, Fire, etc.).*  
54

1 Mr. Mucha further expressed to the Commission that the conditions outlined in the staff report are minor  
2 enough in nature that such amendments/modifications could be resubmitted for administrative review.  
3

4 Chair Jones-Newton invited the applicant to speak further on their request. Thomas Ihling, Residential  
5 Opportunities, Inc. further elaborated on the request and indicated that the facility will offer services for  
6 ages six (6) to eighteen (18) years and is predominately established for those who may be on the autism  
7 spectrum. Mr. Ihling referenced that the facility will employ approximately six (6) to eight (8) staff, but  
8 actual staffing levels throughout the day will be dependent on the number of residents.  
9

10 Commissioner Hanna inquired with staff about site access for the proposed facility and the existing  
11 driveway to an adjacent facility. Attorney Kaufman indicated that any such access could be reviewed by  
12 an access agreement, as noted in the engineers (Prein & Newhof) report. Mr. Mucha further responded to  
13 Commissioner Hanna that such an agreement would fall under provision #5 of the conditions outlined in  
14 the staff report for further review and approval.  
15

16 There being no further discussion, Commissioner Hanna motioned, with support from Commissioner  
17 Nichols, to approve the site plan for 1800 S. 35<sup>th</sup> Street, subject to the conditions outlined in the staff  
18 report [*listed below for reference*]:  
19

- 20 1. *Provide parking lot landscaping to meet the minimum requirements of the Zoning Ordinance; and*
- 21 2. *Provide trash maintenance details; and*
- 22 3. *Provide the number of employees on the largest working shift to ensure compliance with the off-*  
23 *street parking count; and*
- 24 4. *Revise the parking stall sizing and provide maneuvering land width; and*
- 25 5. *Any other comments as discussed by additional reviewing agencies (Engineering, Fire, etc.).*  
26

27 Motion passed by voice vote, 6-0.  
28  
29

### 30 Continuing Business

#### 31 **R-1C Zoning District Text Amendments**

32 At the request of the Chair, Mr. Mucha re-summarized the previous staff report regarding the proposed  
33 text amendments for the R-1C Zoning District, as presented by Matt Watts (Watts Development). Mr.  
34 Mucha informed the Commission that, per their request, visual references were included in the December  
35 12, 2024 packet, in order to show visualizations of different types of development density. Mr. Mucha  
36 stressed that the included graphics were not part of the submission by Mr. Watts, but were provided from  
37 internal sources in order to help conceptual what different development patterns might look like on a 40-  
38 acre parcel of land. In summary, the proposed changes are:  
39  
40

- 41 a. Reduce minimum lot size to 6,000 square feet;
- 42 b. Reduce minimum lot width to 60 feet;
- 43 c. Establish new minimum floor area per dwelling:  
44 1) 600 square feet minimum for main level of a ranch-style home.  
45 2) 500 square feet minimum main floor and 400 square feet for a two-story home.  
46 3) Remove square footage of a dwelling based on the number of bedrooms  
47  
48

49 Mr. Watts spoke to the Commission on the proposed text amendments and provided additional context as  
50 to the proposed changes. Further generalized discussion followed regarding: construction costs; lot sizes;  
51 lot widths; housing demand and need within the Township; minimum square footage of new homes within  
52 the R-1C District.  
53

54 With no further discussion on the proposed text amendments, Commission Hanna motioned, with support  
55 from Chair Jones-Newton, to schedule a public hearing for January 9, 2025 to discuss the proposed  
56 changes for the R-1C District. Upon voice vote, motion approved 5-0-1.

1 **Any Other Business**

2  
3 **Sanctuary Status**

4 At the request of Commissioner Hanna, *sanctuary status*, was added to the agenda. Commissioner Hanna  
5 inquired with staff on the Township's status as a sanctuary community. Attorney Kaufman provided a  
6 synopsis of two types of sanctuary status that is currently familiar: immigration and fire arms. Attorney  
7 Kaufman was not aware of any other sanctuary status that the Township may be classified under at this  
8 time. Commissioner Hanna also inquired about an increase in public safety presence from the Kalamazoo  
9 County Sheriffs Department. Attorney Kaufman responded that an increase in public safety would be a  
10 discussion at the Township Board level and would recommend the Board liaison relay these concerns.

11  
12 Tied in with this overarching inquiry, Treasurer Bloomfield expressed concerns with loitering and  
13 panhandling. Discussion followed regarding regulations for loitering and panhandling, in which staff  
14 referenced these types of ordinances being under a "police power" ordinance and not the zoning ordinance.  
15 Attorney Kaufman indicated that sample ordinances regarding loitering and panhandling could be provided  
16 at a future meeting for further discussion. There being general consensus on that offering, the Commission  
17 moved on to the next item.

18  
19 **Site Plan & Special Land Use Review Procedures**

20 Commissioner Hanna inquired with staff about the process the Township takes once the Planning  
21 Commission approves a site plan and/or special land use. Mr. Mucha indicated that staff, when sending out  
22 synopsis letters to applicants once action has been taken by the Planning Commission, will begin to include  
23 when a site plan/special land use expires if no action has been taken. Attorney Kaufman & Mr. Mucha  
24 indicated that monitoring sites for compliance falls to staff and that should a property not be in compliance  
25 with an approved plan or in violation of the zoning ordinance, written communication will be provided to the  
26 owner of record.

27  
28 Mr. Mucha indicated to Commissioner Hanna that staff will begin creating a tracking database for site plan,  
29 special land use and other applications, which will include approval dates, conditions of approval and when  
30 such plans would expire if not fully executed. Mr. Mucha indicated that the database is targeted to be active  
31 in January 2025.

32  
33 **Citizen Comment**

34  
35  
36 No citizen comments.

37  
38  
39 **Updates from Other Boards**

40  
41 Commissioner Nichols, the Zoning Board of Appeals representative, indicated that the Zoning Board tabled  
42 an application regarding landscaping screening until further information could be provided.

43  
44 Treasurer Bloomfield provided an overview of recent Township Board action regarding recent rezoning  
45 requests and upcoming readings for additional rezoning petitions.

46  
47 Attorney Kaufman provided an overview of the current litigation against the Michigan Public Service  
48 Commission (MPSC) regarding Public Act (PA) 233. Attorney Kaufman referenced that some 70  
49 municipalities, including counties, have joined the litigation against the MPSC on their rule implementation  
50 for PA 233. Attorney Kaufman noted that for those municipalities who did not initially join the litigation can  
51 still pass a resolution of support, seeking clarification on the MPSCs implementation of PA 233. Given the  
52 overview provided, Commission Hanna motioned, with support from Nichols, to request that the Township  
53 Board pass a resolution of support pertaining to PA 233 and the MPSC. Upon voice vote, motion passed  
54 6-0.

1 **Training Updates**

2  
3 Commissioner Criteser indicated that he attended a training session on Wednesday, November 20<sup>th</sup> at the  
4 Kalamazoo County Expo Center. This training was sponsored by the Kalamazoo County Planning  
5 Department and was facilitated by an instructor with the Michigan Association of Planning (MAP).  
6

7  
8 **Planning Commissioner Comments**

9  
10 No additional comments  
11

12  
13 **Adjournment**

14  
15 There being no further business before the Planning Commission, Chair Jones-Newton adjourned the  
16 meeting at 8:25 p.m.  
17

18 Prepared by: Kyle Mucha, AICP – Township Planning Consultant  
19 Minutes prepared: December 16, 2024  
20 Minutes approved:



# MEMO

## Charter Township of Comstock Planning Commission January 9, 2025

**From:** Kyle Mucha, Principal Planner

**Re:** Public Hearing: R-1C Text Amendments

**Attachments:**

[R1C District Text Amendments 2025\\_0102.docx](#)

[Residential District Text Amendment Analysis 2024\\_1104.pdf](#)



# Memorandum

**TO:** Comstock Township Planning Commission  
**FROM:** Kyle Mucha, AICP, Principal Planner/Township Planning Consultant  
**SUBJECT:** R-1C District Regulations – Text Amendment  
**DATE:** January 2, 2025

To Comstock Township Planning Commission;

As the Commission may be aware, an applicant has submitted a request to modify the R-1C Zoning District regulations as it pertains to minimum lot size, minimum lot width, setback provisions and minimum square footage for dwelling size. The applicant has attended multiple Commission meetings to discuss his overall project and intent with the proposed modifications. This memo recaps the proposed changes that have been presented to the Planning Commission during recent meetings. The proposed modifications are shown in the below table in **bold red**:

COMMUNITY	MINIMUM LOT		MAXIMUM HEIGHT	MAXIMUM LOT COVERAGE	MINIMUM SETBACKS (FEET)			FLOOR AREA PER DWELLING (sq. ft.)		
	AREA (sq. ft.)	WIDTH (feet)	FEET	PERCENT	FRONT	SIDE	REAR	1 ROOM	2- ROOM	3- ROOM
Comstock: Existing	8,500 (Single)	70 (Single)	25	20%	25	10 (one side)	35	720	840	960
	6,600 (Two-Family)	100 (Two-Family)				5 (other side)				
<i>Comstock: Proposed</i>	<b>6,000</b>	<b>60</b>	<b>30</b>	<b>30%</b>	No change	No change	No change	*	*	*

\*Remove minimum floor area per dwelling room size and replace with the following:

- a. Single Story: minimum floor area 600 square feet.
- b. Multiple Story: main floor area minimum of 500 square feet; second floor area minimum of 400 square feet



Note on lot coverage: the existing lot coverage of 20% for a 8,500 square foot property would permit a total coverage of 1,700 square feet. If the minimum lot size is reduced down to 6,000 square feet, a 20% maximum would only permit a total of 1,200 square feet; which is a *loss* of 500 square feet. Therefore, it is suggested that the Planning Commission consider increasing the maximum lot coverage from 20% to 30%, or some such number that would maintain a similar ratio that is currently in existence.

The past staff memo regarding the proposed changes has been included as well for reference. Subject to any additional comments that may be raised during the public hearing on January 9<sup>th</sup>, 2025, the Commission should then consider the proposed changes and make a recommendation to the Comstock Township Board.

Respectfully Submitted,

**McKenna**

Kyle Mucha, AICP  
Principal Planner/Township Planning Consultant



# Memorandum

**TO:** Comstock Charter Township Planning Commission  
**FROM:** Kyle Mucha, AICP – Senior Planner/Township Planning Consultant  
**SUBJECT:** Residential Zoning District Review – Proposed Text Amendments  
**DATE:** November 4, 2024

Dear Comstock Charter Township Planning Commission,

The Township has received an application from Matt Watts of Watts Development, to modify the existing R1-C District standards as it pertains to lot width, area, and setback provisions. We have reviewed the Zoning Ordinance as it pertains to development standards for the Township’s Residential districts. The preceding analysis of existing residential development standards and recommendations for potential modifications to these standards are provided for your review.

## BACKGROUND – RESIDENTIAL DISTRICTS

The intent of the Cluster Housing Residential District (R1-C) is to provide at medium residential densities a variety of housing types consistent with single-family housing. Permitted uses include uses normally found in single-family districts and additional uses such as two-family dwellings and multiple family dwellings of limited size and of construction more similar to single and two-family dwellings. An objective of this district is to encourage a clustering of housing on the land to allow development to preserve open space, retain scenic features, and prevent encroachment or filling of land that desirably can be left in a natural state.

The table below outlines the dimensional requirement for the district in review:

USE DISTRICT	MINIMUM LOT		MAXIMUM HEIGHT	MAXIMUM LOT COVERAGE	MINIMUM SETBACKS (FEET)		
	AREA (sq. ft.)	WIDTH (feet)	FEET	PERCENT	FRONT	SIDE	REAR
R-1C Platted With water and sewer	8,500	70	25	-	25	10	35



## PERMITTED USES – DISTRICT SPECIFIC

The Comstock Zoning Ordinance details permitted uses within the district. The following graphic, as shown within the Township’s updated Zoning Ordinance, details the permitted and special land uses for the district in question.

### R1-C – Cluster Housing District

#### 2. Permitted uses

- a. Single-family dwellings<sup>Ⓜ</sup> §4.17
- b. Parks, parkways and recreational facilities,<sup>Ⓜ</sup> publicly owned and operated
- c. Educational institutions, public<sup>Ⓜ</sup>
- d. Cemeteries, public and private
- e. Places of worship §4.36
- f. Accessory buildings<sup>Ⓜ</sup> and uses<sup>Ⓜ</sup>
- g. Family child care homes<sup>Ⓜ</sup> §4.13
- h. Temporary sales office §4.50
- i. Adult foster care family home<sup>Ⓜ</sup>
- j. Adult day care family home<sup>Ⓜ</sup>
- k. Accessory dwelling units,<sup>Ⓜ</sup> attached §4.1
- l. Two-family dwellings,<sup>Ⓜ</sup> attached (duplexes) §4.55, §4.17
- m. Multiple-family dwellings,<sup>Ⓜ</sup> low-density §4.31

#### 3. Special land uses

- a. Accessory dwelling units,<sup>Ⓜ</sup> detached §4.1
- b. Publicly owned buildings including libraries, post offices, community centers, and museums
- c. Public utility<sup>Ⓜ</sup> and municipal buildings §4.41
- d. Child care centers<sup>Ⓜ</sup> §4.13
- e. Institutions of an educational, philanthropic or charitable nature §4.25
- f. Kindergartens or nursery schools for children of preschool age

- g. Golf courses and country clubs §4.20
- h. Recreational facilities,<sup>Ⓜ</sup> private<sup>Ⓜ</sup>
- i. Home occupations §4.21
- j. Radio stations
- k. Temporary buildings or trailer offices incidental to construction
- l. Essential services<sup>Ⓜ</sup> §4.18
- m. Stables, public and riding academies §4.42
- n. Stables, private §4.39
- o. Public buildings or portions thereof no longer used for public purposes
- p. Raising and keeping of animals<sup>Ⓜ</sup> §4.4, §4.12
- q. Kennels<sup>Ⓜ</sup> and/or boarding kennels<sup>Ⓜ</sup> §4.27
- r. Group child care homes<sup>Ⓜ</sup> §4.13
- s. Adult foster care small group home<sup>Ⓜ</sup>
- t. Adult day care group home<sup>Ⓜ</sup>
- u. Multiple-family dwellings,<sup>Ⓜ</sup> high-density §4.31
- v. Planned unit developments<sup>Ⓜ</sup> §3.24
- w. Human care, residential facilities for<sup>Ⓜ</sup> §4.43
- x. Housing for the elderly §4.24
- y. Adult day care centers<sup>Ⓜ</sup>
- z. Telecommunication antennas<sup>Ⓜ</sup> located on structures other than telecommunication towers<sup>Ⓜ</sup> §4.60
- aa. Temporary use for anemometers and supporting towers §4.51

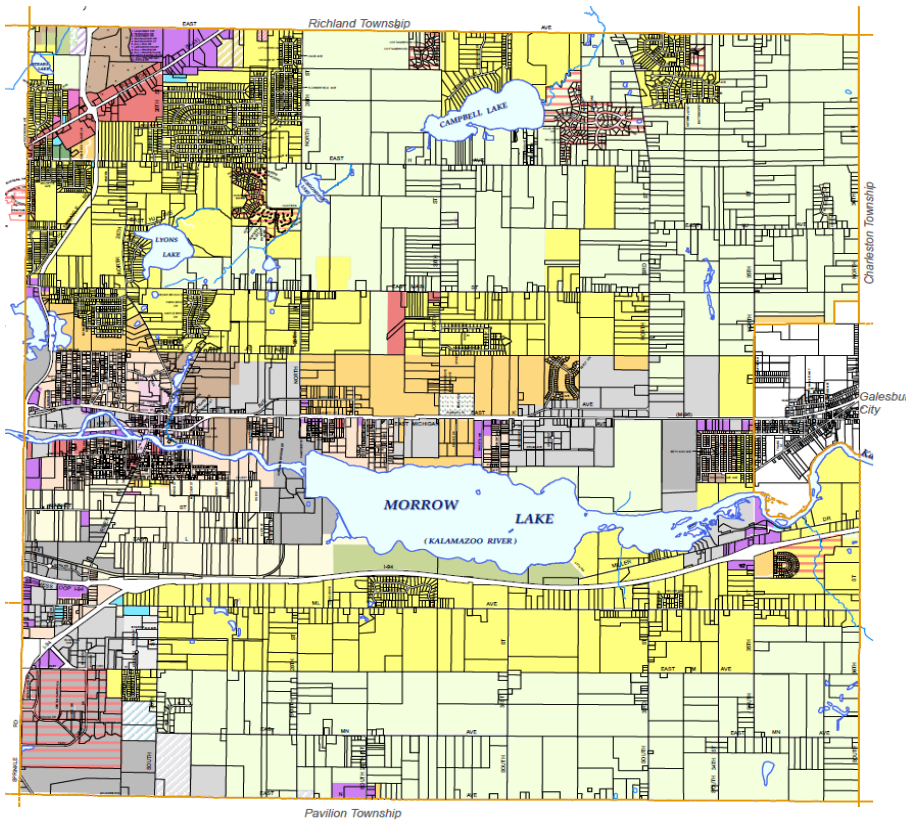
## ANALYSIS

Based upon the existing zoning map, the predominate area of the Township that is currently zoned R-1C is along north along East Michigan, between North 28<sup>th</sup> Street to the west and Station Hill Street to the east. There are additional areas along the southern portion of East Michigan and a small region north along Charles Avenue. The parcels that are currently zoned R-1C are predominately large lot undeveloped land.



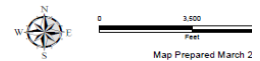
# Comstock Charter Township ZONING MAP

Last Revision Per Ordinance 536 Adopted March 18, 2024



### Legend

- AGR AGRICULTURAL RESIDENTIAL DISTRICT
- A-H AGRICULTURAL-HORTICULTURAL DISTRICT
- R-1A SINGLE FAMILY DISTRICT
- R-1B SINGLE FAMILY DISTRICT
- R-1C CLUSTER HOUSING DISTRICT
- RM MULTIPLE FAMILY RESIDENTIAL DISTRICT
- RM\_C MULTIPLE FAMILY RESIDENTIAL\_CONDITIONAL
- RMH MOBILE HOME PARK DISTRICT
- RSM SENIOR CITIZENS MULTIPLE STORY RESIDENTIAL DISTRICT
- O-1 OFFICE DISTRICT
- OW OPEN WETLANDS DISTRICT
- OW\_C OPEN WETLANDS\_CONDITIONAL
- CC COMSTOCK CENTER
- B-1 NEIGHBORHOOD BUSINESS DISTRICT
- B-2 COMMUNITY BUSINESS DISTRICT
- B-2\_C COMMUNITY BUSINESS\_CONDITIONAL
- B-3 GENERAL BUSINESS DISTRICT
- B-3\_C GENERAL BUSINESS\_CONDITIONAL
- LD RESTRICTED INDUSTRIAL DISTRICT
- LM LIGHT MANUFACTURING DISTRICT
- M MANUFACTURING DISTRICT
- LM\_C LIGHT MANUFACTURING\_CONDITIONAL
- M\_C MANUFACTURING\_CONDITIONAL
- PUD - PLANNED UNIT DEVELOPMENTS



Map Prepared March 2

## Community Comparisons

While not a “like for like” comparison, the following communities were sampled as it relates to minimum lot size, maximum building height, maximum lot coverage and minimum setbacks. This community comparison is not intended to compare “apples to apples” – but to provide the Commission with an understanding of regulations in adjacent communities as it pertains to higher residential density zoning classifications.

COMMUNITY	MINIMUM LOT		MAXIMUM HEIGHT	MAXIMUM LOT COVERAGE	MINIMUM SETBACKS (FEET)		
	AREA (sq. ft.)	WIDTH (feet)	FEET	PERCENT	FRONT	SIDE	REAR
Portage: RM-1 & RM-2, Multi-family Residential	8,000	-	35	25%	30	30	30
Kalamazoo Township: RM-1 Multiple Family		200	30	25%	40	30	30



COMMUNITY	MINIMUM LOT		MAXIMUM HEIGHT	MAXIMUM LOT COVERAGE	MINIMUM SETBACKS (FEET)		
	AREA (sq. ft.)	WIDTH (feet)	FEET	PERCENT	FRONT	SIDE	REAR
Oshtemo Township: R-1, R-2, R-3, R-4, & R-C	10,560	100	35	30%	30	10	30
Village of Vicksburg: R-3 Single and Two-Family Residential	7,200	60	35	25%	35	10	30

**Proposed Modifications – As Submitted By Applicant**

The following table outlines the proposed changes sought by the applicant as they compare to the existing standards for the R-1C District.

COMMUNITY	MINIMUM LOT		MAXIMUM HEIGHT	MAXIMUM LOT COVERAGE	MINIMUM SETBACKS (FEET)			FLOOR AREA PER DWELLING (sq. ft.)		
	AREA (sq. ft.)	WIDTH (feet)	FEET	PERCENT	FRONT	SIDE	REAR	1 ROOM	2-ROOM	3-ROOM
Comstock: Existing	8,500 (Single) 6,600 (Two-Family)	70 (Single) 100 (Two-Family)	25	20%	25	10 (one side) 5 (other side)	35	720	840	960
Comstock: Proposed	6,000	60	-	-	-	-	-	*	*	*

-Notes no proposed change

\*The applicant proposes to modify these standards as follows:

- 600 sq. ft. minimum main level ranch
- 500 sq. ft. main level and 400 sq. ft. second level
- Remove sq ft requirements for sizes and number of bedrooms



## Master Plan & Housing

The *Vision 2030 Master Plan* notes that Core Residential as a Future Land Use category is connected to R1-C Single & Multiple Family Zoning Classification. The Core Residential component notes a housing density of 4-12 units per acre, which equates to the following:

- 4 Units/Acre = 10,890 square feet per unit.
- 8 Units/Acre = 5,445 square feet per unit.
- 12 Units/Acre = 3,630 square feet per unit.

The applicant proposes lot sizes of 6,000 square feet, which equates to approximately 7.25 units per acre. Further, this type of density and lot size is supported by the Township's Master Plan as it relates to the following:

### Core Residential

*Desired building types: single-family homes on quarter-acre (10,890 sq. ft.) lots or smaller, condominiums, duplexes, multi-family townhouses and small multi-plexes, and rowhouses.*

## CONCLUSION

As the Planning Commission discusses the proposed text amendments as it relates to modifications to the R-1C District, further communication with the applicant may be appropriate. We suggest that the Planning Commission review the proposed changes presented by the applicant, the community comparisons, and the Township's Master Plan as it relates to this particular topic. Subject to initial discussion, a public hearing will then be scheduled regarding the text amendment modifications.

Respectfully,

**McKenna**

Kyle Mucha, AICP  
Senior Planner  
Comstock Township Planning & Zoning

Alicia Warren  
Assistant Planner