



7110 West Q Avenue  
Kalamazoo, MI 49009  
269-375-1591  
[www.texastownship.org](http://www.texastownship.org)

1                                   **PLANNING COMMISSION MINUTES – June 28, 2022**

2  
3                                   **CALL TO ORDER/ROLL CALL**

4  
5 Chair Corfman called the Planning Commission meeting to order at 6:00 p.m. and  
6 Secretary Loeks called the roll. The following Commissioners were present: Chair  
7 Corfman, Secretary Loeks, Treasurer Roberts, Mrs. Buckham, Mr. Eavey, and Mr.  
8 Matson. The following Commissioner was absent: Vice Chair Davis. Also present was  
9 Interim Planner/Zoning Administrator Julie Johnston, Planning/Zoning Assistant Jennie  
10 Miller, and Jason Raleigh with AR Engineering representing Clark Logic.

11  
12                                   **CITIZEN COMMENTS**

13  
14 Chair Corfman asked if there were any residents interested in speaking on non-agenda  
15 items. There were none.

16  
17 Chair Corfman then asked if there were any citizens on Zoom interested in speaking.  
18 Planner Johnston stated there were no participants online.

19  
20                                   **SET AGENDA**

21  
22 Chair Corfman reviewed the agenda and asked if there were any additions or corrections.

23  
24                                   **Motioned by Secretary Loeks, seconded by Mr. Eavey, to accept the agenda as**  
25 **written. The motion carried unanimously.**

26  
27                                   **MINUTES – June 14, 2022, Workshop Meeting**

28  
29 Chair Corfman asked if there were any changes or corrections to the minutes.

30  
31                                   **Motioned by Mrs. Buckham, seconded by Mr. Matson, to approve the June 14, 2022,**  
32 **minutes with the correction of a name change to Vice Chair Davis on line 187. The**  
33 **motion carried unanimously.**

34  
35 Chair Corfman moved on to the next agenda item.

36  
37                                   **NEW BUSINESS**

38  
39                                   **PC #22-04 - Clark Logic Industrial Site Plan**

40  
41 Planner Johnston gave a brief overview of the site plan request by the applicant, Jamie  
42 Clark of Clark Logistics, represented by AR Engineering.

43 The property in question is 6.70 acres zoned I-1: Industrial District. The current building  
44 on the property is 10,000 square feet and is utilized for truck servicing. The new building  
45 will be 20,000 square feet for storage. One concern the Planning Commission will need  
46 to discuss with the applicant is that there is no semi-trailer/truck parking onsite. There  
47 are four truck bays for loading/unloading, which would allow for some truck parking.  
48 Additionally, the Planning Commission will need to approve 2.0 footcandles at the north  
49 property line as the photometric plan shows light levels higher than the allowed 0.5.  
50 Planner Johnston then outlined the recommended conditions of her staff report.

51  
52 Treasurer Roberts asked if the proposed location had ever been two separate parcels as  
53 the Township's assessing database shows the current parcel as three acres.

54  
55 Jason Raleigh from AR Engineering stated it was always one larger parcel. But the  
56 southern acreage is a shared detention pond, so that might have been the reason for the  
57 lower acreage. Planner Johnston confirmed it is 6.70 acres in the GIS mapping system.

58  
59 Chair Corfman asked Mr. Raleigh if he wished to make a presentation.

60  
61 Mr. Raleigh shared that Jamie Clark's business is moving out of the existing building  
62 and Goodyear will be moving into the site. The existing building will be used for minor  
63 maintenance of their box trucks and the new building will be for storage of tires. The  
64 plan is to remove the existing asphalt and construct the new building at grade. This will  
65 allow the semi-trucks to enter the site from the north access point, and maneuver  
66 around the existing building to back into the loading/unloading spaces. The trucks can  
67 then exit forward through the southern access drive.

68  
69 Goodyear anticipates approximately three to four deliveries per week, mostly for  
70 offloading new tires for distribution in the area. One truck will stay on a semi-permanent  
71 basis at one of the loading bays for old tire collection. When the truck is full, it will leave  
72 the site for recycling. Smaller box trucks for local trips will also be stored from time to  
73 time in the existing building.

74  
75 Chair Corfman asked if the Fire Department was aware of the proposed tire storage.  
76 Planner Johnston did not believe so as the information was not provided as part of the  
77 site plan application. She will ensure the Fire Department is aware so proper review can  
78 be conducted during the building permit phase.

79  
80 Chair Corfman stated there is a substantial grade change to the west of the proposed  
81 building and wondered how that would be managed.

82  
83 Mr. Raleigh stated they plan to grade the hill at a standard 25 percent slope so it can  
84 still be mowed and maintained. The grading plan takes into account water runoff from  
85 this change in grade.

86  
87 Mr. Raleigh went on to say they updated the plan to ensure bollards are placed in the  
88 location requested by the Fire Department. In addition, they plan to plant 10 new trees

89 along Beatrice Drive to make the site more aesthetically pleasing. He would like some  
90 clarification about the requested parking lot tree in the staff report.  
91

92 Mrs. Buckham asked if lighting levels needed to be reconsidered for security purposes  
93 since a semi-truck is planned to be parked on site semi-permanently.  
94

95 Planner Johnston stated if the Planning Commission approves the 2.0-foot candles of  
96 light at the north property line, the applicant could have substantial lighting at the  
97 loading dock as it is more central to the parcel. However, the light fixtures planned for  
98 the building will need to change to ensure they are full cut off and downward directed.  
99

100 Jason said he will look at lighting to make sure it is downward directed and will verify  
101 hours of operation to reduce light levels. Security lights can be dimmed down to a  
102 percentage of the full illumination.  
103

104 Treasure Roberts wanted to clarify the purpose of the existing building on site.  
105

106 Mr. Raleigh indicated the old building will be an office for onsite staff and minor  
107 maintenance of the Goodyear box trucks. The new building is for storage only.  
108

109 He went on to say that they could likely reduce lighting to 30 percent during  
110 nonoperational hours.  
111

112 Secretary Loeks suggested a motion sensor for security lighting would be beneficial for  
113 this development.  
114

115 Mrs. Buckham asked if the site would be fenced and gated. Mr. Raleigh replied that  
116 there are no plans at this time to fence the property.  
117

118 Mr. Matson asked about follow-up on the proposed project related to the conditions  
119 outlined in the staff report.  
120

121 Planner Johnston stated the Planning Department would be responsible to ensure all  
122 conditions have been met.  
123

124 Secretary Loeks asked about the landscaping plan. He wanted to be sure the 10 new  
125 trees shown along Beatrice will be planted even though they are not required by  
126 ordinance. Mr. Raleigh stated the site is not very visually appealing and the property  
127 owner wanted to improve aesthetics for the new tenant. Planner Johnston stated they  
128 could move one of the 10 trees to the parking lot island on the east side of the property  
129 to meet the parking landscaping requirements.  
130

131 Hearing no further discussion, Chair Corfman asked for a motion.  
132

133 **Motioned by Mrs. Buckham, seconded by Secretary Loeks, to approve the Clark**  
134 **Logic Industrial Site Plan with the following conditions:**

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165
1. **One large deciduous landscape tree at least 2.5 caliper at a point on the trunk 6-inches above the ground shall be planted in the landscape area to the east of the parking lot. Nine additional trees shall be planted along the Beatrice Drive frontage and the species to be labeled on the landscaping plan.**
  2. **Notification to the Fire Department that the building will be storing tires.**
  3. **New lighting will need to be added to the building that meets the Township requirements for downward directed full cut-off fixtures. Details of the new lighting shall be provided to the Township within 30-days of site plan approval.**
  4. **Light levels up to 2.0 footcandles are permitted along the northern property line of the site.**
  5. **A revised lighting plan shall be provided within 30-days of site plan approval with a note indicating when lighting levels will be reduced to 30 percent during nonoperational hours.**
  6. **Approval from the City of Kalamazoo shall be provided to the Township for the extension of the public water main.**
  7. **A 20-foot water main easement shall be recorded and provided to the City of Kalamazoo and Texas Township.**
  8. **Approval from the Road Commission of Kalamazoo County will be provided to the Township for the work to be completed in the road right-of-way.**

166 **The motion passed unanimously.**

167  
168 Chair Corfman moved on to the next agenda item.

169  
170 **B. Aggregate Resources – Special Exception Use Public Hearing**

171  
172 **Motioned by Secretary Loeks, seconded by Mr. Eavey, to table the public hearing**  
173 **until the Planning Commission Workshop meeting on July 12, 2022. The motion**  
174 **passed unanimously.**

175  
176 Chair Corfman moved on to Old Business.

177  
178 **OLD BUSINESS**

179  
180 There was none.

181 **COMMISSIONER COMMENTS**

182  
183 Treasurer Roberts stated the Committee of the Whole reviewed the changes to the draft  
184 PUD ordinance and it will be moving to first reading. The CBD ordinance was postponed  
185 because the full review team was not in attendance.

186  
187 She also stated that the Township Board approved the release of a request for proposal  
188 to hire a planning consultant. The intent is to hire a planning consulting service for the  
189 higher-level planning work and a fulltime zoning administrator for the daily zoning work.

190  
191 Chair Corfman requested that if a planning consulting firm is hired the contract state the  
192 same person will be sent to work with the Planning Commission so a relationship can be  
193 built. Mr. Eavey asked if someone from the consulting firm would be attending the  
194 meetings. Treasurer Roberts believed they would attend in person or via zoom and hold  
195 some office hours.

196  
197 Treasurer Roberts provided an update on the permanent flooding solution. The scope of  
198 the project has changed due to requirements from EGLE. Because of this, the Township  
199 has to resubmit a grant application to FEMA. The original grant is no longer valid. This  
200 could actually be good for the Township because the long-term solution is now more  
201 costly, and this opens up an opportunity for additional grant dollars. However, there is no  
202 guarantee FEMA will approve the grant, and the Township could end up with no grant  
203 funds.

204  
205 She also informed the Planning Commission that Clerk Beutel has selected a new Deputy  
206 Clerk who is currently going through the background check process. She comes highly  
207 recommended. Also, the Township is getting ready to publish the required notice of intent  
208 to bond for the new township hall. The public has 45 days to oppose the bond.

209  
210 Mr. Eavey asked if the revised FEMA grant fails, would the original grant be available.  
211 Treasurer Roberts confirmed that the original grant would no longer be available to the  
212 Township.

213  
214 Treasurer Roberts wanted to let the Planning Commission members know that the  
215 Township Board would be hearing another sidewalk extension request from Rose Arbor,  
216 which was originally approved in 2016. The current sidewalk ordinance does not offer an  
217 allowance for extensions beyond the first two years after approval, but developers  
218 continue to come to the Board for extensions. If the Township wishes to continue with  
219 this practice, an ordinance change should be considered. It could include some allowance  
220 for extensions beyond the two years, but parameters are needed for how many years out  
221 extensions can be approved. A couple of existing projects are requesting extensions five  
222 or six years out from there original approval.

223  
224 Chair Corfman stated there is no ZBA meeting again this month.  
225

226 Hearing no further Commissioner comments, Chair Corfman moved on to citizen  
227 comments.

228  
229 **CITIZEN COMMENTS**

230  
231 There were no citizens in the Board room or on Zoom, so he asked for a motion to adjourn.

232  
233 **ADJOURN**

234  
235 **Motioned by Mr. Matson, seconded by Secretary Loeks, to adjourn the meeting.**  
236 **The motion carried unanimously.**

237  
238 The meeting adjourned at 6:50 p.m.

239  
240 Submitted: Approved: