

Conceptual Review Meetings

Prior to beginning any development process in Comstock, applicants are encouraged to meet with Township staff for a conceptual review meeting. This meeting can help facilitate the approval process once a formal application is submitted. In order to request a conceptual review meeting, please contact the Community Development Department by phone at 269-381-2360 or by email zoning@comstockmi.gov.

In order to make the best use of time, the following should be known/available:

- Location of site.
- Existing land use.
- Intended development (residential, office, retail, manufacturing, etc.).
- Preliminary sketches (hand drawn are sufficient).
- Surrounding land uses.

Any other additional information such as flood zone status, expected parking, etc. are helpful but not required.

At the meeting, Township staff will cover the following:

- Review the proposed use for general conformance with existing zoning.
- Provide initial feedback on design (if applicable).
- Identify the correct process (site plan review, special land use, variance, etc.) and walk the applicant through what to expect, identify timelines.
- Initial comments from the Fire Marshal (hydrants, fire lane, FDC placement).
- Identify other possible agencies to engage such as MDOT or RCKC for the driveway or City of Kalamazoo for water and sewer.
- Answer any additional question you may have pertaining to development in Comstock Township.