



**AGENDA**  
CHARTER TOWNSHIP OF MERIDIAN  
PLANNING COMMISSION – REGULAR MEETING  
January 28, 2019 7PM

---

1. CALL MEETING TO ORDER
2. PUBLIC REMARKS
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
  - A. December 17, 2018 Regular Meeting
  - B. January 14, 2019 Regular Meeting
5. COMMUNICATIONS
  - A. Betsy LeGoff RE: Rezoning #19010
  - B. Michael Martin RE: Rezoning #19010
  - C. James Carlson RE: Rezoning #19010
  - D. Skyline Hills Association RE: Medical Marihuana
  - E. Kendall Mahn RE: Rezoning #19010
  - F. Nita Campbell RE: Medical Marihuana
  - G. Connie Osters RE: Medical Marihuana
  - H. Deborah Keyworth RE: Medical Marihuana
  - I. James Carlson RE: Rezoning #19010
6. PUBLIC HEARINGS
  - A. Special Use Permit #19021 (Agnew Sign Co.), install electronic changing message sign at 2040 Grand River Avenue.
7. UNFINISHED BUSINESS
  - A. Rezoning #19010 (Woda Cooper Companies, Inc.), rezone approximately 4.6 acres of a 5.9 acre parcel identified by Parcel I.D. #17-377-031 located north of Grand River Avenue, east of Sirhol Drive, and west of Wardcliff Drive from RX (One and Two Family Residential) to RC (Multiple Family-14 dwelling units per acre).
  - B. Special Use Permit #19011 (Potterpin Investments LLC), grading and fill in floodplain for drain crossing at 4977 Cornell Road.
8. OTHER BUSINESS
  - A. Commission Review #19013 (Parks Commission), review of location, character, and extent for potential land donation at W. Sleepy Hollow Lane.
  - B. 2019 PC Goals.
  - C. Subcommittee meetings.
9. TOWNSHIP BOARD, PLANNING COMMISSION OFFICER, COMMITTEE CHAIR, AND STAFF COMMENTS OR REPORTS
10. PROJECT UPDATES
  - A. New Applications
    1. Wetland Use Permit #19-01 (LaFontaine Automotive Group), fill regulated wetland for development of new car dealership at 1448 Grand River Avenue.

**AGENDA page 2**  
CHARTER TOWNSHIP OF MERIDIAN  
PLANNING COMMISSION MEETING  
January 28, 2019 7:00 pm

- B. Site Plans Received – None
  - C. Site Plans Approved – None
- 
- 11. PUBLIC REMARKS
  - 12. ADJOURNMENT
  - 13. POST SCRIPT: KEN LANE

**TENTATIVE PLANNING COMMISSION AGENDA**

**February 11, 2019**

- 1. PUBLIC HEARINGS
  - A. Zoning Amendment #19040 (Meridian Township), amend Section 86-2 and Section 86-654 of the Code of Ordinances to add continuing care communities to the list of uses permitted as non-residential uses in residential zoning districts.
  - B. Zoning Amendment #19030 (Meridian Township), amend Section 86-2 and add Section 86-445 of the Code of Ordinances to establish the Commercial Medical Marihuana Facilities Overlay District.
  
- 2. UNFINISHED BUSINESS
  - A. Special Use Permit #19021 (Agnew Sign Co.), install electronic changing message sign at 2040 Grand River Avenue.
  - B. Rezoning #19010 (Woda Cooper), rezone approximately 4.6 acres of a 5.9 acre parcel identified by Parcel I.D. #17-377-031 located north of Grand River Avenue, east of Sirhol Drive, and west of Wardcliff Drive from RX (One and Two Family Residential) to RC (Multiple Family-14 dwelling units per acre).
  - B. Mixed Use Planned Unit Development #18034 (Meridian Investment Group, LLC), construct 70,213 square foot mixed use building at 2875 Northwind Drive.
  - C. Special Use Permit #18031 (Meridian Investment Group, LLC), construct group of buildings greater than 25,000 square feet in size at 2875 Northwind Drive.
  - D. Mixed Use Planned Unit Development (MUPUD) concept plan – Village of Okemos
  
- 3. OTHER BUSINESS

---

Individuals with disabilities requiring auxiliary aids or services should contact: Principal Planner Peter Menser, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4576 - Ten Day Notice is Required.  
Meeting Location: 5151 Marsh Road, Okemos, MI 48864 Township Hall

Providing a safe and welcoming, sustainable, prime community.



**CHARTER TOWNSHIP OF MERIDIAN  
PLANNING COMMISSION  
REGULAR MEETING MINUTES**

**DRAFT**

**December 17, 2018  
5151 Marsh Road, Okemos, MI 48864-1198  
517-853-4560, Town Hall Room, 7:00 P.M.**

**PRESENT: Commissioners Premoe, Trezise, Cordill, Scott-Craig, Ianni, Stivers, Richards, Shrewsbury, and Lane**

**ABSENT: None**

**STAFF: Principal Planner Peter Menser and Assistant Planner Justin Quagliata**

**1. Call meeting to order**

Chair Ianni called the regular meeting to order at 7:00 P.M.

**2. Public Remarks**

- A. Kevin Dohany, 2020 West Grand River, spoke in opposition to Rezoning #18150.
- B. James Giguere, 6253 Fedwick Court, applicant for Rezoning #18160 introduced himself and would be available for questions.
- C. Jeanette Feintuch, 4606 Seneca Drive, spoke in opposition to Special Use Permit #18111.
- D. Chuck Holman, 2502 Lake Lansing Road, applicant with Mixed Use Planned Unit Development #18044 and Special Use Permit #18091 wanted to express his appreciation for the project comments made by the Planning Commission. Mr. Holman provided updates to the project and continues to work with consultants and will submit the updated plans as soon as they are completed.
- E. Mirza Baig, 2559 Lupine Court, spoke in opposition to Rezoning #18140.
- F. Jim Weaver, 4622 Seneca Drive, spoke in opposition to Special Use Permit #18111.

**3. Approval of Agenda**

Motion by Commissioner Cordill to approve the agenda as written.

Supported by Commissioner Premoe.

VOICE VOTE: Motion approved unanimously.

**4. Approval of Minutes**

- A. Consideration of the December 10, 2018 Regular Meeting minutes were removed from the agenda due to revisions made late in the day. Revised minutes will be available at the January 14, 2019 Regular Meeting.

**5. Communications**

Principal Planner Menser noted additional communications were received after the Planning Commission meeting packets were assembled.

Principal Planner Menser further noted that hard copies of communications were distributed to the Planning Commission at their places on the dais prior to tonight's meeting and would be included on the agenda for the January 14, 2019 Planning Commission meeting.

- A. Jeanette Feintuch RE: Special Use Permit #18111
- B. Jibu & Ranjini John RE: Rezoning #18140
- C. Dylan Maxwell RE: Rezoning #18140
- D. Rajesh Nair RE: Rezoning #18140
- E. Jessi Adler RE: Special Use Permit #18081 & #18101
- F. Cecelia Kramer RE: Special Use Permit #18081 & #18101
- G. Joell Ackerman RE: Rezoning #18140
- H. James Weaver RE: Special Use Permit #18111
- I. Jeanette Feintuch RE: Special Use Permit #18111

## 6. Public Hearings

Chair Ianni opened the public hearing at 7:23 P.M.

- A. Rezoning #18160 (Giguere Homes), rezone approximately 7.36 acres located at 3760 Hulett Road from RR (Rural Residential) to RAAA (Single Family-Low Density) with conditions.

Principal Planner Menser provided a brief summary of the proposal.

The applicant, James Giguere, 6253 Fedwick Court, introduced himself and said he was available to answer any questions.

Public Comments: None

Planning Commission Discussion:

Commissioner Premoe suggested that the zoning conditions should be noted in any future plat.

Vice-Chair Scott-Craig commented the current proposal is a result of many meetings between the community, developers and the Township. He also noted there is an existing pathway from Robins Way to Kansas Street and the Township does own a parcel buffer on the east side of the subject site and there is a future potential for a pathway which would eventually connect the surrounding areas.

Commissioner Cordill stated the future potential for the pathway to be built on the east side to connect to the other area pathways in the area is a beneficial amenity to the area.

Commissioner Stivers noted Township Manager, Frank Walsh, lead a Task Force to work through this difficult proposal by engaging involved parties so discussion could take place.

A straw poll indicated the Planning Commission would be in favor of recommending Rezoning #18160 to the Township Board and staff was asked to prepare a resolution recommending approval for the next meeting.

Chair Ianni closed the public hearing at 7:42 P.M.

## 7. Unfinished Business

- A. Special Use Permit #18111 (Fedewa Holdings), construct two multiple family apartment buildings with a total of 13 units at 1730 Chief Okemos Circle.

Principal Planner Menser provided an update to the special use permit with the condition requiring the applicant to construct a six foot tall slatted wood fence along the north, south and west sides of the property.

The applicant Gerald Fedewa, 5570 Okemos Road, provided updates on the project. Mr. Fedewa stated he was surprised about the request to have fencing added on the south side of the property and he was available for questions.

Motion by Commissioner Trezise to approve Rezoning #18111.  
Supported by Commissioner Lane.

Planning Commission Discussion:

Commissioner Cordill was still concerned about the height of the buildings and didn't want the project to overwhelm the single family homes located to the west. She also questioned the use of building materials and would like to see brick materials added to the buildings to enhance the architecture of the surrounding area.

Commissioner Richards mentioned the building to the east is 2 ½ stories in height.

Commissioner Cordill asked about the option of underground parking in order to bring the height of the buildings down. Fedewa said it would not be a good option because there would be future structural issues.

Vice-Chair Scott-Craig suggested the south side fence should be removed from the special use permit conditions because of the existing fence already there between carports.

Vice-Chair Scott-Craig commented the buildings do meet the conditions placed on the property regarding the height, length and setbacks however the location of the decks are a concern and wondered if there any other options available. Vice-Chair Scott-Craig also asked Mr. Fedewa if he could make changes to the siding materials for better appeal. The topic of evergreen trees also came up for discussion to help with natural screening near the rear fence line.

Principal Planner Menser interjected during the conversation that building materials and landscape requests should be included in the special use permit as conditions in order to get the result commissioners are requesting. As a result of the suggestion, the Planning Commission decided to amend the special use permit by adding the following additional conditions:

- No more than 70 percent of the exterior building façade is to be composed of one type of building material.
- Twenty 8-foot Conifer Evergreen trees are to be planted and staggered along the western boundary to assist in providing screening for neighbors.

The Planning Commission decided to amend the special use permit by removing the condition:

- A six foot tall slatted wood fence along the south side of the property.

VOICE VOTE:

YEAS: Commissioners Trezise, Lane, Richards, Stivers, Premoe, Shrewsbury, Scott-Craig, and Ianni.

NAYS: Commissioner Cordill.

MOTION CARRIED: 8-1

- B. Rezoning #18140 (Thomas M. Hitch), rezone approximately 2.87 acres located at 2530 & 2540 Jolly Road from RA (Single Family-Medium Density) to PO (Professional and Office).

Principal Planner Menser mentioned there were no updates to the rezoning proposal other than a concern raised during the last meeting about "spot zoning." Planner Menser noted that his research showed this proposal would not be considered spot zoning as there are other areas nearby zoned Professional and Office.

The representative for the owner, Thomas Hitch, 601 Abbot Road, reviewed the proposal and provided property history. Mr. Hitch said he was available for questions.

The realtor for the owner, Jim Caster, 16102 Park Lake Road, was available for questions.

Motion by Commissioner Cordill to approve Rezoning #18140.

Supported by Commissioner Trezise.

Planning Commission Discussion:

Commissioner Cordill stated rezoning to Professional and Office would not be as intrusive as rezoning to commercial or multiple family and the least impactful of the options available. Commissioner Cordill also mentioned the property was on the market for eighteen months and there was no interest by developers to build additional single family houses.

Vice-Chair Scott-Craig encouraged communication between the homeowners and the Township Board to continue as the process moves forward.

Commissioner Stivers asked if the property may be considered as a possible Township park. Principal Planner Menser stated the applicant would need to approach the Township Parks and Recreation Department.

VOICE VOTE:

YEAS: Commissioners Cordill, Trezise, Shrewsbury, Scott-Craig, Richards, Lane and Ianni.

NAYS: Commissioners Premoe and Stivers.

MOTION CARRIED: 7-2

The Planning Commission took a ten minute recess 8:37PM-8:45PM.

- C. Rezoning #18150 (Meridian Township), rezone the south four acres of Parcel I.D. #21-226-011 from RDD (Multiple Family) to C-3 (Commercial), located on the east side of Okemos Road, south of Central Park Drive

Principal Planner Menser reviewed the proposal.

Motion by Commissioner Premoe to approve Rezoning #18150.  
Supported by Vice-Chair Scott-Craig.

VOICE VOTE:

YEAS: Commissioners Premoe, Scott-Craig, Shrewsbury, Trezise, Cordill, Richards, Stivers, Lane and Ianni.

NAYS: None.

MOTION CARRIED: 9-0

### 8. Other Business

- A. Mixed Use Planned Unit Development #18044 and Special Use Permit #18091 (Newton Pointe LLC) – Resolutions to recommend denial.

Principal Planner Menser reviewed the proposals and noted the motions to approve the MUPUD and SUP failed due to the lack of support at the Planning Commission meeting on December 10, 2018. Principal Planner Menser stated it was important to document the concerns expressed previously for the public record. The information would also assist the Township Board during future meetings with the applicant when they submit revisions for the Mixed Use Planned Unit Development #18044 and Special Use Permit #18091.

Motion by Commissioner Shrewsbury to approve the resolution to deny the MUPUD.  
Supported by Vice-Chair Scott-Craig.

VOICE VOTE:

YEAS: Commissioners Scott-Craig, Shrewsbury, Premoe, Trezise, Cordill, Richards, Stivers, Lane and Ianni.

NAYS: None.

MOTION CARRIED: 9-0

- B. Resolution of Appreciation – Dante Ianni

Vice-Chair Scott-Craig made a motion to approve the Resolution of Appreciation for Dante Ianni.  
Supported by Commissioner Richards.

VOICE VOTE: Motion approved unanimously.

- C. Resolution of Appreciation – Emily Stivers

Commissioner Cordill made a motion to approve the Resolution of Appreciation for Emily Stivers.  
Supported by Commissioner Trezise.

VOICE VOTE: Motion approved unanimously.

## **9. Township Board, Planning Commission Officer, Committee Chair, and staff comments or reports**

Vice-Chair Scott-Craig provided an update from attending the Economic Development Committee meeting on December 6, 2018. He also noted it would be beneficial for the Planning Committee to review the documentation from the Township Board regarding the Medical Marihuana Ordinance for upcoming meetings because the topic is very complicated issue.

Principal Planner Menser noted the Planning Commission will be dealing with the zoning issues related to Medical Marihuana and the Township Board will handle the operational requirements and restrictions.

Chair Ianni thanked the Planning Commission, Township Board, Township Staff and the public for the opportunity to serve Meridian Township.

Commissioner Stivers thanked the Planning Commission, Township Board and Township Staff for the opportunity to serve Meridian Township.

Commissioner Premoe provided an update from the last Environmental Commission meeting.

Commissioner Cordill mentioned reviewing the drafts of the Medical Marihuana Ordinance found in the past Township Board meeting packets.

## **10. Project Updates**

- A. New Applications - NONE
- B. Site Plans Received - NONE
- C. Site Plans Approved -NONE

## **11. Public Remarks**

- A. James Weaver, 4622 Seneca Drive, spoke in opposition to Special Use Permit #18111.

## **12. Adjournment**

Motion by Commissioner Richards to adjourn the meeting.

Supported by Vice-Chair Scott-Craig.

VOICE VOTE: Motion carried unanimously.

Chair Ianni adjourned the regular meeting at 9:07 P.M.

Respectfully Submitted,

Debbie Budzynski  
Recording Secretary



**CHARTER TOWNSHIP OF MERIDIAN  
PLANNING COMMISSION  
REGULAR MEETING MINUTES**

**DRAFT**

**January 14, 2019**

**5151 Marsh Road, Okemos, MI 48864-1198**

**517-853-4560, Town Hall Room, 7:00 P.M.**

**PRESENT: Commissioners Premoe, Trezise, Cordill, Scott-Craig, Richards, Shrewsbury, and Lane**

**ABSENT: None**

**STAFF: Principal Planner Peter Menser and Assistant Planner Mackenzie Dean**

**1. Call meeting to order**

Vice-Chair Scott-Craig called the regular meeting to order at 7:00 P.M.

**2. Public Remarks**

- A. Roberta McCall, 2628 Rockwood Drive, spoke in opposition to Rezoning #19010.
- B. Ron Calhoun, 2875 Northwind Drive, applicant with Meridian Investment Group, LLC introduced himself and said he would be available for questions regarding Mixed Use Planned Unit Development #18034 and Special Use Permit #18031.
- C. Julie Hupp, 5177 Wardcliff Drive, spoke in opposition to Rezoning #19010.
- D. Alan Boyer, 3135 Pinetree Road, Suite D, with LSG Engineers and Surveyors introduced himself and said he was in attendance on behalf of Chris Potterpin. Mr. Boyer noted he would be available for questions regarding Special Use Permit #19011.
- E. Barbara Curtis, 5248 Park Lake Road, spoke in opposition to Rezoning #19010.
- F. George Tesseris, 2840 East Grand River, introduced himself and stated he would reserve his comments for later in the meeting during the Rezoning #19010 Public Hearing.

**3. Approval of Agenda**

Commissioner Richards moved to approve the agenda as written.

Seconded by Commissioner Cordill.

VOICE VOTE: Motion approved unanimously.

**4. Approval of Minutes**

- A. December 10, 2018 Regular Meeting

Commissioner Premoe moved to approve the minutes as written.

Seconded by Commissioner Trezise.

VOICE VOTE: Motion approved unanimously.

**5. Communications**

Principal Planner Menser noted additional communications were received after the Planning Commission meeting packets were assembled.

He further noted that hard copies of communications were distributed to the Planning Commission at their places on the dais prior to tonight's meeting and would be included on the agenda for the January 28, 2019 Planning Commission meeting.

## 6. Public Hearings

- A. Rezoning #19010 (Woda Cooper Companies, Inc.), rezone approximately 4.6 acres of a 5.9 acre parcel identified by Parcel I.D. #17-377-031 located north of Grand River Avenue, east of Sirhol Drive, and west of Wardcliff Drive from RX (One and Two Family Residential) to RC (Multiple Family-14 dwelling units per acre).

Vice-Chair Scott-Craig opened the public hearing at 7:14 P.M.

Principal Planner Menser provided a brief summary of the staff report and reminded everyone to focus on the rezoning and determine if the proposed zoning district is appropriate for this property. The plan and proposal submitted by the applicant are not the focus of discussion at this meeting.

Principal Planner Menser noted the incorrect spelling of Sirhol Drive on the maps in the meeting packet. The county maps spell it Sirhal Drive and corrections will be made.

The representative for the applicant, Frank Fugate, 500 S. Front Street Columbus, Ohio , explained the request. Mr. Fugate also noted on November 13, 2018 there was a community meeting held at Coral Gables Restaurant and concerns were discussed.

Mr. Fugate noted the developer has a different site plan than what Principal Planner Menser showed during the presentation and what is included in the meeting packet. The site has been moved further towards Sirhal Drive. Mr. Fugate also noted the applicant (Woda Cooper Companies, Inc.) doesn't accommodate student housing and is designed for family living.

### Public Comments:

- A. Property owner, George Tesseris, 2840 East Grand River, introduced himself and stated his intentions for developing family housing on the property and support for Rezoning #19010.
- B. Roberta McCall, 2628 Rockwood Drive, spoke in opposition to Rezoning #19010.
- C. Julie Hupp, 5177 Wardcliff Drive, spoke in opposition to Rezoning #19010.

### Planning Commission Discussion:

Commissioner Richards asked the staff if the Strafford Senior Housing development meets the Future Land Use Map designation as there seems to be some discrepancy.

Commissioner Cordill asked the staff if the two local streets could support (width and composition) development traffic and Principal Planner Menser stated the Ingham County Road Commission could address this issue in a future meeting.

Commissioner Trezise noted Meridian Township doesn't have an abundance of affordable housing options for multi-family living and there is room in our community for offering housing variety and opportunity.

Commissioner Lane reminded everyone to stay focused on the rezoning as the topic of discussion. He also noted there are no conditions tied to the proposed rezoning and without conditions intentions could change in the future.

Commissioner Trezise also mentioned if conditions are not tied to the rezoning the plans could be changed in the future.

Vice-Chair Scott-Craig noted the RC Zoning is not in agreement with the Master Plan and perhaps this was an oversight. He further noted if conditions are tied to rezoning there is protection for future use.

Vice-Chair Scott-Craig asked the representative for the applicant, Frank Fugate, if the developer would consider adding conditions to the property for rezoning. Mr. Fugate agreed to talk to the developer and will work with Principal Planner Menser so the Planning Commission can move forward with discussion at the next Planning Commission meeting on January 28, 2019.

A straw poll indicated the Planning Commission would not be in favor of recommending approval of Rezoning #19010 without conditions.

Vice-Chair Scott-Craig closed the public hearing at 8:20 P.M.

B. Special Use Permit #19011 (Potterpin Investments LLC), grading and fill in floodplain for drain crossing at 4977 Cornell Road.

Vice-Chair Scott-Craig opened the public hearing at 8:21 P.M.

Principal Planner Menser provided a summary of the staff report. He also noted there was a letter recommending approval of the Special Use Permit submitted by the Chief Engineer Younes Ishraidi from the Meridian Township Public Works Department but it was not included in the packet.

The applicant, Chris Potterpin, 5000 East Michigan Avenue, introduced himself and explained the request and said he was available to answer any questions.

Public Comments: None

Planning Commission Discussion:

Vice-Chair Scott-Craig stated he visited the site and supported the proposed project.

A straw poll indicated the Planning Commission would be in favor of recommending approval of Special Use Permit #19011 and staff was asked to prepare a resolution recommending approval for the next meeting.

Vice-Chair Scott-Craig closed the public hearing at 8:32 P.M.  
The Planning Commission took a five minute recess.

## 7. Unfinished Business

- A. Rezoning #18160 (Giguere Homes), rezone approximately 7.36 acres located at 3760 Hulett Road from RR (Rural Residential) to RAAA (Single Family-Low Density) with conditions.

Principal Planner Menser provided a brief summary of the staff report. The applicant offered eleven voluntary conditions on the rezoning which are listed in the Resolution.

Motion by Commissioner Premoe to approve Rezoning #18160.  
Supported by Commissioner Richards.

Planning Commission Discussion:

Commissioner Richards expressed appreciation to the developer and residents for coming together to discuss the issues and finding a resolution.

VOICE VOTE:

YEAS: Commissioners Premoe, Richards, Shrewsbury, Lane, Cordill, Trezise and Scott-Craig

NAYS: NONE

MOTION CARRIED: 7-0

- B. Mixed Use Planned Unit Development #18034 (Meridian Investment Group, LLC), construct 70,213 square foot mixed use building at 2875 Northwind Drive.
- C. Special Use Permit #18031 (Meridian Investment Group, LLC), construct group of buildings greater than 25,000 square feet in size at 2875 Northwind Drive.

Principal Planner Menser provided an update on both agenda items. The Planning Commission discussed the proposal last year during the June 11, 2018 meeting. The project was put on hold so the developer could attain a Flood Way Permit from the Michigan Department of Environmental Quality to proceed and the applicant has received approval. In addition, the Zoning Board of Appeals approved a request for a variance to excavate in the floodway on December 12, 2018.

The applicant Ron Calhoun, 2875 Northwind Drive, with Meridian Investment Group, LLC provided an update since attending the June 11, 2018 Planning Commission Meeting. Mr. Calhoun would be available for questions.

Planning Commission Discussion:

Commissioner Trezise expressed concern at the meeting last year with regards to student parking during the school year and the potential of vehicles that could end up under water if flooding in the area took place and still is concerned with parking in the flood plain.

Vice-Chair Scott-Craig noted his concern with parking in the flood plain. There could be a threat to 83 of the 116 parking spaces should a major flood occur. The majority of parking would be resident occupied and many vehicles would be parked overnight which causes a safety and health hazard if there were to be a major flooding problem in the future. Vice-Chair Scott-Craig asked if a structure could be built that is above the flood plain so vehicles would be elevated from the potential problem.

Vice-Chair Scott-Craig asked if the developer would consider changing the floor plan and eliminate the 12 units located in the lower level because they are so close to the flood zone.

Vice-Chair Scott-Craig offered the suggestion of using the space for storage instead. The area would see a significant change from office space use to residential space and considerable personal property could be at risk.

Commissioner Richards noted the amount of non-residential space, 3100 square feet means very little space available for a commercial use. He said the project is mixed by definition but mostly residential.

A straw poll indicated the Planning Commission would not be in favor of recommending approval of Mixed Use Planned Unit Development #18034 and Special Use Permit #18031.

## **8. Other Business**

### **A. Election of Officers.**

Commissioner Richards nominated Vice-Chair Scott-Craig for Chair, Commissioner Lane for Vice-Chair, and Commissioner Premoe for Secretary.  
Seconded by Commissioner Trezise.

VOICE VOTE FOR SLATE OF 2019 OFFICERS: Motion Carried 7-0

### **B. ZBA representative and commission liaison assignments.**

Vice-Chair Scott-Craig moved to appoint Commissioner Lane to serve as the Planning Commission representative on the Zoning Board of Appeals.  
Seconded by Commissioner Richards.

VOICE VOTE: Motion Carried 7-0

The following Commissioners volunteered to serve on the following commissions:

- Chair Scott-Craig on the Economic Development Commission
- Commissioner Premoe on the Environmental Commission
- Commissioner Richards on the Transportation Commission
- Commissioner Trezise on the Downtown Development Authority

Chair Scott-Craig was appointed by the Township Board to serve on the Brownfield Redevelopment Authority until 2020 when the term is up.

## **9. Township Board, Planning Commission Officer, Committee Chair, and staff comments or reports**

Principal Planner Menser introduced the newest member of the Planning Team- Assistant Planner Mackenzie Dean. She started with Meridian Township in November.

Chair Scott-Craig provided an update from attending the Economic Development Committee meeting on January 10, 2019.

Chair Scott-Craig also mentioned the concept plan for downtown Okemos will be presented at the Township Board meeting on February 5, 2019 and then to the Planning Commission on February 11, 2019. Chair Scott-Craig also provided an update from attending the Brownfield Redevelopment Authority Meeting on December 19, 2018.

Chair Scott-Craig noted there will be a meeting of the Boards and Commissions on January 15, 2019 at 6P.M. and the Planning Commission Members are encouraged to attend if possible.

In conclusion, Chair Scott-Craig reminded everyone the Medical Marihuana Ordinance for Zoning will be coming to the Planning Commission in February and the 2018 goals for the Planning Commission should be reviewed and updated in the future.

Commissioner Premoe provided an update from attending the Environmental Commission meeting last week.

## **10. Project Updates**

- A. New Applications
  - 1. Special Use Permit #19021 (Agnew Sign Co.), install electronic changing message sign at 2040 Grand River Avenue.
- B. Site Plans Received
  - 1. Site Plan Review #19-01 (Green Castle Properties, LLC), construct new car dealership (Fox Nissan) at 1614 & 1622 Grand River Avenue.
- C. Site Plans Approved – NONE

## **11. Public Remarks-None**

## **12. Adjournment**

Commissioner Premoe moved to adjourn the meeting.

Supported by Commissioner Shrewsbury.

VOICE VOTE: Motion carried unanimously.

Chair Scott-Craig adjourned the regular meeting at 9:37 P.M.

Respectfully Submitted,

Debbie Budzynski  
Recording Secretary

## Peter Menser

---

**From:** Betsy LeGoff <bele.48823@gmail.com>  
**Sent:** Friday, January 11, 2019 2:07 PM  
**To:** Peter Menser  
**Subject:** Apartments in Wardcliff area

I am very opposed to additional apartments in the Wardcliff area of the township. An out of town company simply wants to build high towers, but has no interest in living there. The apartments will not help the current residents, so please do not allow them to be built in that location. Elizabeth LeGoff, 5189 E. Brookfield Drive, E.L.

Sent from my iPhone

## Peter Menser

---

**From:** MICHAEL MARTIN <michael.martin20@comcast.net>  
**Sent:** Friday, January 11, 2019 3:29 PM  
**To:** Peter Menser  
**Subject:** Construction plans next to Meridian Stratford Place

Dear Planning Commission:

I have lived most of my life in Meridian Township and I have seen many plans come and go. This plan for the land next to Meridian Stratford Place is a plan that should go forward. It will bring in additional tax income for the Township, clean-up the property and make Meridian Township look more appealing.

My only concern will be traffic flow in and out, and the speed of the traffic. I do a lot of walking in this area. I would suggest at least three stop signs of the area. The first would be at the access road and Sirhal Drive, the second would be at intersection of Sirhal and the U shape road and the drive thru to Brentwood Ave and the third would be at the corner of Brentwood Ave and Sirhal where it looks like Sirhal empties onto Brentwood.

Thank you

Michael Martin

2790 Sirhal Drive, Apt 109

East Lansing, MI



## Peter Menser

---

**From:** Meridian Township, MI <meridian-mi@enotify.visioninternet.com>  
**Sent:** Friday, January 11, 2019 7:46 PM  
**To:** Peter Menser  
**Subject:** Woda Cooper Rezoning Request

Message submitted from the <Meridian Township, MI> website.

**Site Visitor Name:** James Carlson  
**Site Visitor Email:** [Jim@carlsonmail.org](mailto:Jim@carlsonmail.org)

I am opposed to Woda Cooper's request to rezone Parcel 17-377-031 from RX to RC because they plan to extend Greencliff Drive all the way from Brookfield Drive to Park Lake Road. The increased traffic and noise will have a negative effect on our neighborhood. I live at 2672 Rockwood Drive.

**Peter Menser**

---

**From:** Skyline Hills Association <nitacprn@comcast.net>  
**Sent:** Sunday, January 13, 2019 10:53 AM  
**To:** Peter Menser  
**Subject:** Dead Skunk Stench

[View this email in your browser](#)



## **Skyline Hills Association Information on Marijuana**

### **NYTimes.com: 'Dead Skunk' Stench From Marijuana Farms Outrages Californians**

Pot is stinky!

From The New York Times:

'Dead Skunk' Stench From Marijuana Farms Outrages Californians

Nearly a year after sales of recreational cannabis began in California, residents across the state are complaining of a paralyzing stink from marijuana farms.

<https://www.nytimes.com/2018/12/19/us/california-marijuana-stink.html>

This is not an anecdotal story. This is how many communities in California are being affected and

how they are dealing with it.

The Lansing City Pulse published an article on December 12th about the actions Meridian Township has taken and upcoming Planning Commission meetings. See link below

<https://lansingcitypulse.com/article-16776-Meridian-Township-gears-up-for-medical-marijuana.html>

Members of the Meridian Township Board believe this is just a small matter...it is proving to be a BIG problem. SHA will be watchful of upcoming developments and will notify you of actions that might be needed.



*Copyright © 2019 Skyline Hills Association, All rights reserved.*

You are receiving this email because you opted in to be on the Skyline Hills Association mailing list.

**Our mailing address is:**

Skyline Hills Association  
6049 Skyline Drive  
East Lansing, Mi 48823

[Add us to your address book](#)

Want to change how you receive these emails?

You can [update your preferences](#) or [unsubscribe from this list](#).



## Peter Menser

---

**From:** kendall.mahn@yahoo.com  
**Sent:** Sunday, January 13, 2019 12:07 PM  
**To:** Peter Menser  
**Subject:** please do not Re: rezoning of #19010 (Woda Cooper)

Dear Peter Menser (planner for Merdian Township)

Thank you for hosting a public hearing regarding the rezone request.

I cannot make your meeting on Monday night, apologies. I have a few significant concerns as a homeowner in the area, and will be significantly negatively impacted by the rezoning.

1) First, I have significant safety concerns of the proposed change to the roads. I have two small children, and we frequently meet other families with small children on walks/biking in the neighborhood. We regularly see joggers and people with dogs as well. The rezoning would create substantial new traffic and therefore be a safety issue (people already race down Greencliff from Park lake, but they have to slow to turn at Wardcliff. They would not under the rezoning.

One of my children is special needs. She does not always respond to voice commands and we have to keep a tight handle on her. I am very frightened of more traffic, frankly-- we have put up a sign to have people slow down due to kids but... it doesn't always help. And I'm not sure this issue will go down even as she gets older. Finally Wardcliff ability center is close by. Do they need more traffic zipping and zooming given their visitors?

2) Then, presumably we would have to bear the cost of sidewalks in the new update. This cost does not fall to the company. There would also be ongoing costs for us along the streets to clear the snow from said sidewalks. I am a corner lot (corner of Blue Haven and Greencliff) and so it is rather expensive for us.

3) The initial zoning as duplex fits fine with the neighborhood feel and population, because it's like two small single family dwellings. Changing that would potentially be worse. I have also heard stories that companies may claim to have regular checks on their properties, and horror stories that they do not. I'm concerned we have no guarantee they will maintain the property as they describe (a neighbor said the last request was like this), and this would impact our property value if it is not maintained well.

These items all reduce my property value and my neighborhood quality of life. Our area has a really nice community feel, where people are out and about and friendly with their neighbors. This will change that for the worse. Please reject their request.

Thank you for your time in considering this request and for making this an open forum. Please let me know that you received this email?

Sincerely,  
Kendall Mahn  
PhD, Assistant Professor, MSU Department of Physics and Astronomy  
Mother of two young kids (5 and 2)

## Peter Menser

---

**From:** Nita Campbell <nitacprn@comcast.net>  
**Sent:** Sunday, January 13, 2019 3:16 PM  
**To:** Board; Peter Menser  
**Subject:** Articles on the problems of Marijuana Stench

Here are articles about how the stench problem has been handled.

<https://www.rollingstone.com/culture/culture-features/inside-the-high-tech-solution-for-smelly-smelly-weed-630032/>

[https://www.publichealthontario.ca/en/eRepository/Evidence Brief odours cannabis production.pdf](https://www.publichealthontario.ca/en/eRepository/Evidence%20Brief%20odours%20cannabis%20production.pdf)

<https://www.thecannabist.co/2016/04/13/marijuana-smell-denver-new-rules-grow-facilities/51862/>

These are three of many websites dealing with the odor of marijuana from growing and processing. Not only is this a problem, but also the waste removal is also a problem.

Thank you for your attention to this matter.

Sent from my iPad

**Peter Menser**

---

**From:** Connie Osters <connie9080@yahoo.com>  
**Sent:** Monday, January 14, 2019 6:28 PM  
**To:** Peter Menser  
**Subject:** Marijuana ordinance

Please DO NOT approve pot shops in our township. There are too many reasons to list!!

Meridian township is a safe welcoming community with some of the finest schools in the state. Please consider the message you are sending to our youngsters. Drive down Pennsylvania Avenue in lansing and count the little pot shops that are all dives. Why would this be acceptable in our community? I urge you to vote with a resounding NO and represent your constituents and future township residents and taxpayers.

Connie Osters

Sent from my iPhone

## Peter Menser

---

**From:** Deborah Keyworth <debsarmy@aol.com>  
**Sent:** Tuesday, January 15, 2019 5:43 PM  
**To:** Peter Menser  
**Subject:** Weed shops

I'd rather see a dispensary or any MJ facility in Okemos instead of the Coda apartment / townhome development . Why not put in a nice industrial hemp and smoke shop in it place ? Still no Greycliff cut thru tho ! . . Sorry I'm being a little flip . Seriously I don't see any issue with where you guys decide to put the dispensaries . Just be sure it easy access because there are many disabled people that are using it for medicinal purposes . I hope this goes thru we need to move forward with the times . Thanks

## Peter Menser

---

**From:** Meridian Township, MI <meridian-mi@enotify.visioninternet.com>  
**Sent:** Sunday, January 20, 2019 1:48 PM  
**To:** Peter Menser  
**Subject:** Rezoning #19010 (Woda Cooper)

Message submitted from the <Meridian Township, MI> website.

**Site Visitor Name:** James Carlson  
**Site Visitor Email:** [Jim@carlsonmail.org](mailto:Jim@carlsonmail.org)

From the 1-14-19 public hearing comments, it appears the planning commission will recommend the rezoning request with conditions be approved. I remain opposed to the rezoning request, unless it includes a condition that no road (public or private) will be connected to Greencliff Drive. Jim Carlson, 2672 Rockwood Drive.





**To: Planning Commission**

**From: Peter Menser, Principal Planner**  
**Justin Quagliata, Assistant Planner**

**Date: January 23, 2019**

**Re: Special Use Permit #19021 (Agnew Sign Company), install a changing message sign at 2040 Grand River Avenue.**

---

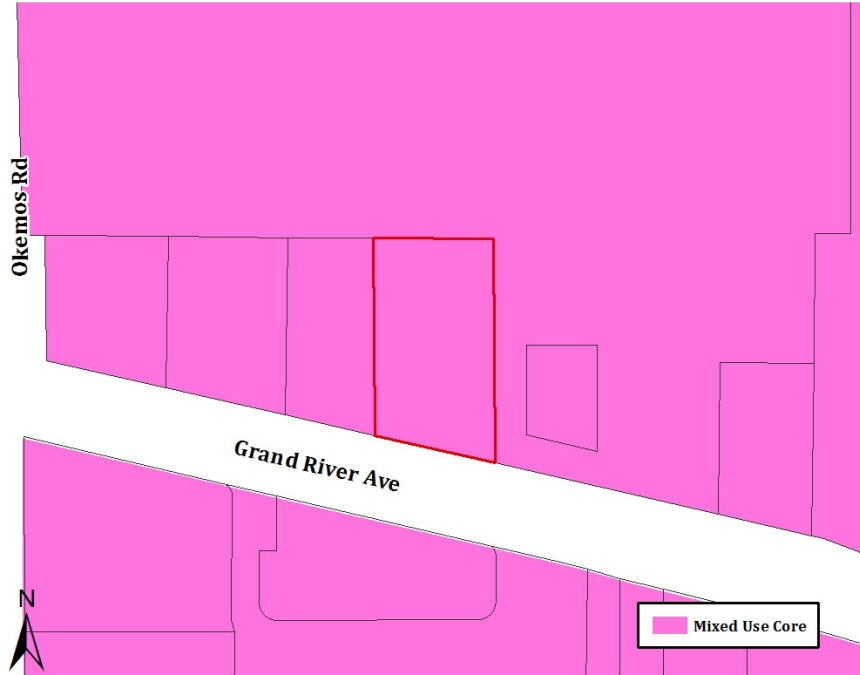
Agnew Sign Company has requested to install a changing message sign at the McDonald's restaurant located at 2040 Grand River Avenue. The 1.45 acre site is zoned C-2 (Commercial). The 5,521 square foot McDonald's restaurant, which was originally built in 1972, received special use permit approval for installation of a drive-through window (SUP #06-72121) and site plan review approval (SPR #06-15) prior to being demolished and re-built in 2006.

The applicant intends to remove the sign cabinet from the existing freestanding sign pole and replace it with a new sign cabinet. The proposed sign cabinet is approximately 24.8 square feet in total surface display area per side (3.42 feet tall by 7.25 feet wide). The L.E.D. (light emitting diode) changing message portion of the sign is 14 square feet in size. The proposed sign is a 10mm, high resolution L.E.D. produced by Watchfire Signs. Signs that incorporate changing messages are allowed by special use permit in commercial zoning districts.

### **Master Plan**

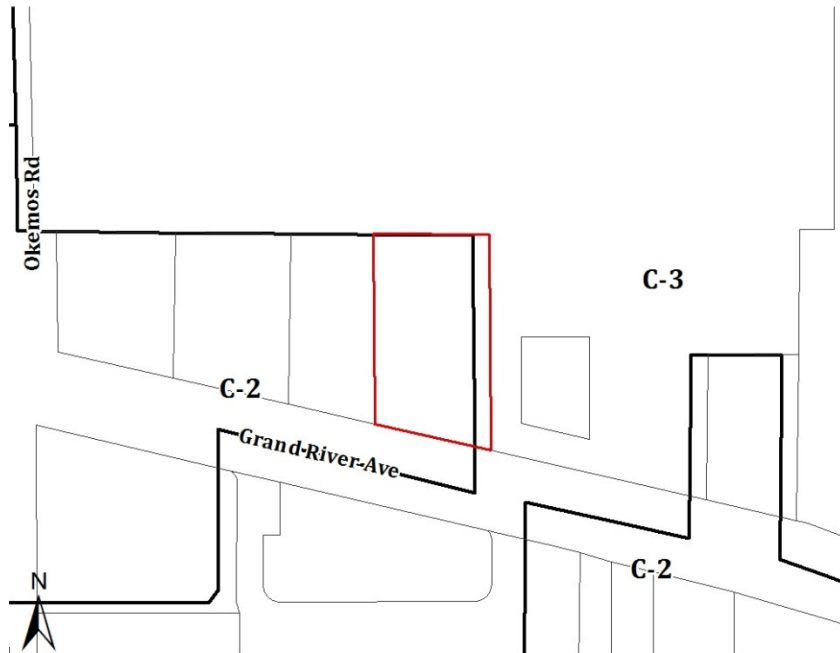
The Future Land Use Map from the 2017 Master Plan designates the subject site in the Mixed Use Core category.

### FUTURE LAND USE MAP



The 1.45 acre subject site is located in the C-2 (Commercial) zoning district.

### ZONING MAP



## **Physical Features**

The subject site is developed with a McDonald's restaurant that has a drive-through window on the west side of the building, an associated parking lot, and landscaping consisting of trees and shrubs. The Flood Insurance Rate Map (FIRM) for Meridian Township shows floodplain is limited to the southwest corner and northern extent of the property; however the freestanding sign is located outside of the floodplain. The Township Wetland Map shows wetlands are not present on the site. The site has no special designation on the Township Greenspace Plan.

## **Staff Report**

The special use permit review criteria found in Section 86-126 of the Code of Ordinances should be used when evaluating the proposed special use permit. Section 86-687 outlines the regulations pertaining to signage in commercial districts. Special use permit review is only for the portion of the sign that will utilize a changing message. Changing message signs are reviewed under a special use permit for reasons of aesthetics and safety.

Structures with a gross floor area of 25,000 square feet or less are permitted one freestanding sign with a maximum of 25 square feet of surface display area per side with an additional three square feet of the sign set aside to display the property address. Freestanding signs are limited to 16 feet in overall height.

The Planning Commission has approved two special use permits for changing message signs. The first was for the Culvers restaurant on Times Square Drive in 2003 (SUP #03031 and 17-03031) and the second was for the Walgreens store at the southwest corner of Grand River Avenue and Okemos Road (SUP #11-07031). In both cases the Planning Commission placed the following conditions on the special use permit approval:

- Only one changing message sign shall be allowed on the site.
- The changing message sign shall not flash, scroll, animate, flip or otherwise move except to change messages in the manner and speed authorized by conditions of approval.
- The changing message sign shall be limited to a rate of one change in message per 24 hours.
- The changing message sign shall display only letters and numerals; animation and transitional graphics such as a fade, dissolve, wipe, or other effects are prohibited.
- Use of the changing message sign shall be limited to the hours of operation of the Culver's of Okemos restaurant and shall be turned off when the restaurant is closed.

The Planning Commission is not required to condition this request or future requests in a similar manner to those previously approved. The Planning Commission can choose whatever conditions, if any, deemed necessary to minimize concerns related to safety and aesthetic impacts resulting from the proposed changing message sign.

### **Planning Commission Options**

The Planning Commission may approve, approve with conditions, or deny the special use permit. A resolution will be provided at a future meeting.

### **Attachments**

1. Special use permit application.
2. Letter from the applicant dated December 21, 2018 and received by the Township on January 17, 2019.
3. Proposed sign rendering received by the Township on January 17, 2019.
4. Proposed sign diagram received by the Township on January 17, 2019.
5. McDonald's of Okemos location exposure diagram dated December 14, 2018 and received by the Township on December 21, 2018.
6. Approved site plan.

G:\Community Planning & Development\Planning\SPECIAL USE PERMITS (SUP)\2019\SUP #19021 (Agnew Sign Co.)\SUP 19021.pc1.doc

CHARTER TOWNSHIP OF MERIDIAN  
DEPARTMENT OF COMMUNITY PLANNING AND DEVELOPMENT  
5151 MARSH ROAD, OKEMOS, MI 48864  
PLANNING DIVISION PHONE: (517) 853-4560, FAX: (517) 853-4095

RECEIVED  
DEC 21 2018

SPECIAL USE PERMIT APPLICATION

Before submitting this application for review, an applicant may meet with the Director of Community Planning and Development to discuss the requirements for a special use permit and/or submit a conceptual plan for review to have preliminary technical deficiencies addressed prior to submittal of the application. If the property or land use is located in the following zoning districts RD, RC, RCC, RN then the applicant must meet with the Planning Director to discuss technical difficulties before filing a formal application.

**Part I**

- A. Applicant Agnew Sign Co.  
Address of Applicant 1905 W M-21 STE A Okemos MI 48867  
Telephone - Work 989 723 4621 Home 989 277 5568 Fax 989 720 4621 Email mark@agnewgraphics.com  
Interest in property (circle one): Owner Tenant Option Other Contractor  
(Please attach a list of all persons with an ownership interest in the property.)
- B. Site address / location / parcel number 2040 W. Grand River Okemos MI  
Legal description (please attach if necessary) \_\_\_\_\_  
Current zoning \_\_\_\_\_  
Use for which permit is requested / project name \_\_\_\_\_  
Corresponding ordinance number \_\_\_\_\_
- C. Developer (if different than applicant) Agnew Sign Co.  
Address \_\_\_\_\_  
Telephone - Work \_\_\_\_\_ Home \_\_\_\_\_ Fax \_\_\_\_\_
- D. Architect, Engineer Planner or Surveyor responsible for design of project if different from applicant:  
Name \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone - Work \_\_\_\_\_ Home \_\_\_\_\_ Fax \_\_\_\_\_
- E. Acreage of all parcels in the project: Gross \_\_\_\_\_ Net \_\_\_\_\_
- F. Explain the project and development phases: Replace / update Sign
- G. Total number of:  
Existing: structures \_\_\_\_\_ bedrooms \_\_\_\_\_ offices \_\_\_\_\_ parking spaces \_\_\_\_\_ carports \_\_\_\_\_ garages \_\_\_\_\_  
Proposed: structures \_\_\_\_\_ bedrooms \_\_\_\_\_ offices \_\_\_\_\_ parking spaces \_\_\_\_\_ carports \_\_\_\_\_ garages \_\_\_\_\_
- H. Square footage: existing buildings \_\_\_\_\_ proposed buildings \_\_\_\_\_  
Usable Floor area: existing buildings \_\_\_\_\_ proposed buildings \_\_\_\_\_
- I. If employees will work on the site, state the number of full time and part time employees working per shift and hours of operation:
- J. Existing Recreation: Type \_\_\_\_\_ Acreage \_\_\_\_\_  
Proposed Recreation: Type \_\_\_\_\_ Acreage \_\_\_\_\_  
Existing Open Space: Type \_\_\_\_\_ Acreage \_\_\_\_\_  
Proposed Open Space: Type \_\_\_\_\_ Acreage \_\_\_\_\_

- K. If Multiple Housing:
- Total acres of property \_\_\_\_\_
- Acres in floodplain \_\_\_\_\_ Percent of total \_\_\_\_\_
- Acres in wetland (not in floodplain) \_\_\_\_\_ Percent of total \_\_\_\_\_
- Total dwelling units \_\_\_\_\_
- Dwelling unit mix:
- |                                    |                |             |
|------------------------------------|----------------|-------------|
| Number of single family detached:  | for Rent _____ | Condo _____ |
| Number of duplexes:                | for Rent _____ | Condo _____ |
| Number of townhouses:              | for Rent _____ | Condo _____ |
| Number of garden style apartments: | for Rent _____ | Condo _____ |
| Number of other dwellings:         | for Rent _____ | Condo _____ |

L. The following support materials must be submitted with the application:

1. Nonrefundable Fee.
2. Legal Description of the property.
3. Evidence of fee or other ownership of the property.
4. Site Plan containing the information listed in the attachment to this application.
5. Architectural sketches showing all sides and elevations of the proposed buildings or structures, including the project entrance, as they will appear upon completion. The sketches should be accompanied by material samples or a display board of the proposed exterior materials and colors.
6. A Traffic Study, prepared by a qualified traffic engineer, based on the most current edition of *Evaluating Traffic Impact Studies: A Recommended Practice for Michigan Communities*, published by the State Department of Transportation.
  - a. A traffic assessment will be required for the following:
    - 1) New special uses which could, or expansion or change of an existing special use where increase in intensity would, generate between 50 to 99 directional trips during a peak hour of traffic.
    - 2) All other special uses requiring a traffic assessment as specified in the Township Code of Ordinances, Chapter 86, Article IV, Division 2.
  - b. A traffic impact study will be required for the following:
    - 1) New special uses which would, or expansion or change of an existing special use where increase in intensity would, generate over 100 directional trips or more during a peak hour of traffic, or over 750 trips on an average day.
    - 2) All other special uses requiring a traffic assessment as specified in the Township Code of Ordinances, Chapter 86, Article IV, Division 2.
7. Natural features assessment which includes a written description of the anticipated impacts on the natural features at each phase and at project completion that contains the following:
  - a. An inventory of natural features proposed to be retained, removed, or modified. Natural features shall include, but are not limited to, wetlands, significant stands of trees or individual trees greater than 12 inches dbh, floodways, floodplains, waterbodies, identified groundwater vulnerable areas, slopes greater than 20 percent, ravines, and vegetative cover types with potential to sustain significant or endangered wildlife.
  - b. Description of the impacts on natural features.
  - c. Description of any proposed efforts to mitigate any negative impacts.

The natural features assessment may be waived by the Director of Community Planning and Development in certain circumstances.

- M. Any other information specified by the Director of Community Planning and Development which is deemed necessary to evaluate the application.
- N. *2* In addition to the above requirements, for zoning districts, **RD, RC, RCC, RN, and CV** and **Group Housing Residential Developments** the following is required:
1. Existing and proposed contours of the property at two foot intervals based on United States Geological Survey (USGS) data.
  2. Preliminary engineering reports in accordance with the adopted Township water and sewer standards, together with a letter of review from the Township Engineer.
  3. Ten copies of a report on the intent and scope of the project including, but not limited to: Number, size, volume, and dimensions of buildings; number and size of living units; basis of calculations of floor area and density and required parking; number, size, and type of parking spaces; architectural sketches of proposed buildings.
  4. Seven copies of the project plans which the Township shall submit to local agencies for review and comments.
- O. In addition to the above requirements, a special use application in zoning district **RP** requires the following material as part of the site plan:
1. A description of the operations proposed in sufficient detail to indicate the effects of those operations in producing traffic congestion, noise, glare, air pollution, water pollution, fire hazards or safety hazards or the emission of any potentially harmful or obnoxious matter or radiation.
  2. Engineering and architectural plans for the treatment and disposal of sewerage and industrial waste tailings, or unusable by-products.
  3. Engineering and architectural plans for the handling of any excessive traffic congestion, noise, glare, air pollution, or the emission of any potentially harmful or obnoxious matter or radiation.
- P. In addition to the above requirements, a special use application for a use in the Floodway Fringe of zoning district **CV** requires the following:
1. A letter of approval from the State Department of Environmental Quality.
  2. A location map including existing topographic data at two-foot interval contours at a scale of one inch representing 100 feet.
  3. A map showing proposed grading and drainage plans including the location of all public drainage easements, the limits, extent, and elevations of the proposed fill, excavation, and occupation.
  4. A statement from the County Drain Commissioner, County Health Department, and Director of Public Works and Engineering indicating that they have reviewed and approved the proposal.
- Q. In addition to the above requirements, a special use application for a use in the Groundwater Recharge area or zoning district **CV** requires the following:
1. A location map including existing topographic data at two-foot interval contours.
  2. A map showing proposed grading and drainage plans including the location of all public drainage easements, the limits and extent of the proposed fill, excavation, and occupation.
  3. A statement from the County Drain Commissioner, County Health Department, and Director of Public Works and Engineering indicating that they have reviewed and approved the proposal.
- R. In addition to the above requirements, the Township Code of Ordinances, Article VI, should be reviewed for the following special uses: group housing residential developments, mobile home parks, nonresidential structures and uses in residential districts, planned community and regional shopping center developments, sand or gravel pits and quarries, sod farms, junk yards, sewage treatment and disposal installations, camps and clubs for outdoor sports and buildings greater than 25,000 square feet in gross floor area.

Part II

SUP REQUEST STANDARDS  
Township Code of Ordinances, Section 86-126

Applications for Special Land Uses will be reviewed with the standards stated below. An application that complies with the standards stated in the Township Ordinance, conditions imposed pursuant to the Ordinance, other applicable Ordinances, and State and Federal statutes will be approved. Your responses to the questions below will assist the Planning Commission in its review of your application.

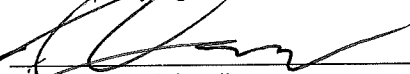
- (1) The project is consistent with the intent and purposes of this chapter.
- (2) The project is consistent with applicable land use policies contained in the Township's Master Plan of current adoption.
- (3) The project is designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such a use will not change the essential character of the same area.
- (4) The project will not adversely affect or be hazardous to existing neighboring uses.
- (5) The project will not be detrimental to the economic welfare of surrounding properties or the community.
- (6) The project is adequately served by public facilities, such as existing roads, schools, stormwater drainage, public safety, public transportation, and public recreation, or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide any such service.
- (7) The project is adequately served by public sanitation facilities if so designed. If on-site sanitation facilities for sewage disposal, potable water supply, and storm water are proposed, they shall be properly designed and capable of handling the longterm needs of the proposed project.
- (8) The project will not involve uses, activities, processes, materials, and equipment and conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, or odors.
- (9) The project will not directly or indirectly have a substantial adverse impact on the natural resources of the Township, including, but not limited to, prime agricultural soils, water recharge areas, lakes, rivers, streams, major forests, wetlands, and wildlife areas.

Part III

I (we) hereby grant permission for members of the Charter Township of Meridian's Boards and/or Commissions, Township staff member(s) and the Township's representatives or experts the right to enter onto the above described property (or as described in the attached information) in my (our) absence for the purpose of gathering information including but not limited to the taking and the use of photographs.

Yes     No    (Please check one)

By the signature(s) attached hereto, I (we) certify that the information provided within this application and accompanying documentation is, to the best of my (our) knowledge, true and accurate

  
\_\_\_\_\_  
Signature of Applicant

12-19-18  
Date

Mark Agnew  
Type/Print Name

Fee: \$ 500

Received by/Date:   
12-21-18





1905 W. M 21, Suite A, OWOSSO MI. 48867

PHONE 989-725-7446

FAX 989-720-4621

December 21, 2018

RE: Special Use Permit

Meridian Township Planning Commissions

Agnew Sign Company is requesting a special use permit to update the sign at 2040 W. Grand River Rd, Okemos. The sign will include an LED message center. it currently has a static sign that is 24 square feet, per side. The proposed sign will be 24.8 sq ft. overall size of entire sign will be 87"x41" and It will include a 2'x7' (EMC) Electronic Message Center and a 1'x7' lighted logo panel. the sign will not exceed 16' in height.

the EMC is made in danville il, by the Watchfire mfg co. the nit values are set at a minimum 700 at night and 7000 in daytime.

other brands run a 2200 nit value at night but watchfire brand is very conscious of a perfect nit value.

We want this sign to be an example of what sign design and use should be in an environment that has been so well thought out .

We understand that if approved, we must follow the "message hold time guidelines" to keep with the Meridian Township's Sign Aesthetics plan.

Our intended use would be day long static image with text with a change rate of 1x / 24 hr period, example might be product and copy about meal deals or shake flavors.

We would like to be able to have the same advertising advantage that Walgreen's and Culver's currently have, while being a good steward of the Township's values.

Sincerely,

Mark Agnew

Owner, Agnew Sign Co.

McDonalds  
2040 W. Grand River  
Okemos Mi

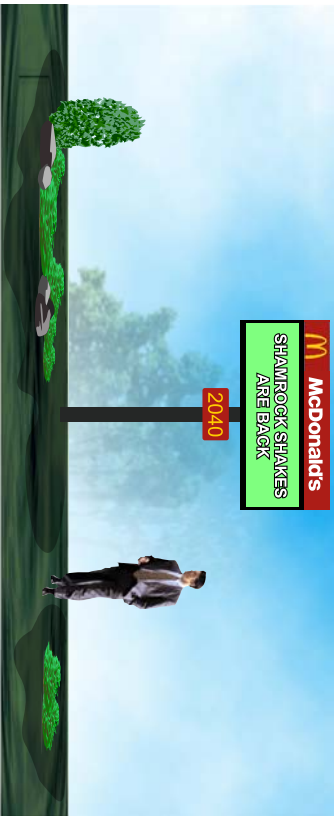
RECEIVED  
DEC 21 2018



McDonald's

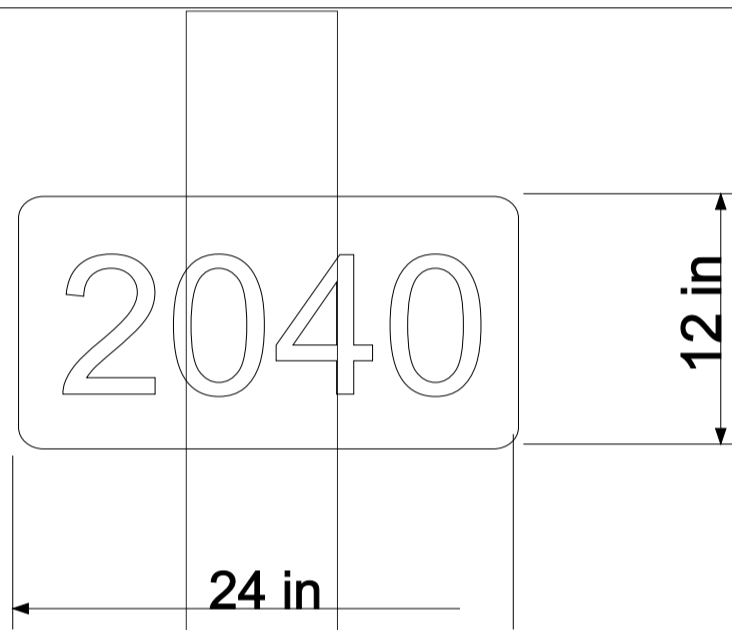
sign

Grand River



**AGNEW**  
**GRAPHICS, SIGNS & PROMOTIONS**  
 989.723.4661 • WWW.AGNEWGRAPHICS.COM  
 648 NORTH M-56 OWOSO MI 48867

CUSTOMER		DRAWN BY		SIGN DETAILS	
mcdonalds meridian township		MARK AGNEW		sign overall size will be 4.1'x8.7"	
ADDRESS		REVISIONS		new cabinet with EMC . 24.8 sq ft	
		REVISION 2		10 mm led sign	
DRAWING NAME		SIGN TYPE		sign to be no more than 16' from grade	
		Pylon SIGN		APPROVED BY	
		QTY 1		SQT. 24.8	
				A	



Sign Will Not Exceed 16 Ft From Current Grade To Top Of Sign

# McDonald's, Okemas

2040 W Grand River Ave  
Meridian Charter Township, MI 48864 (0 - 3 mi)

## Location Exposure

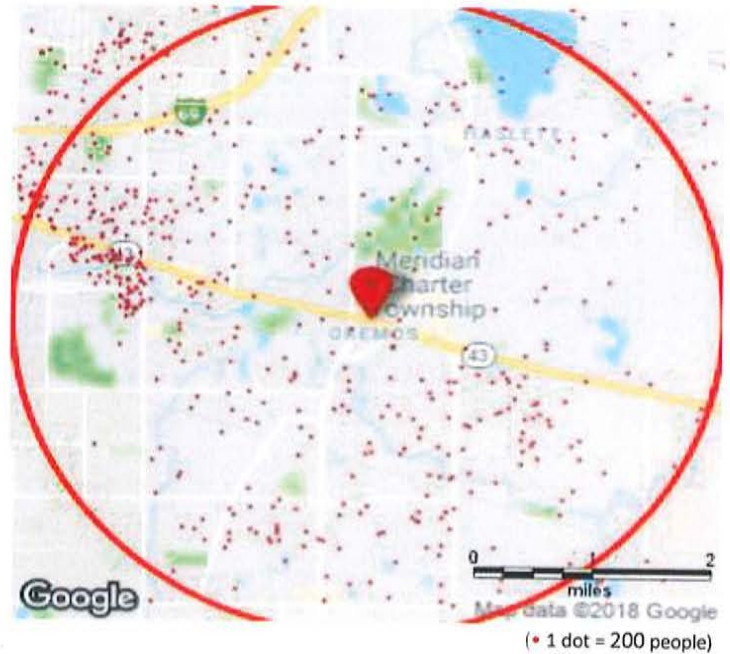
The two-way average daily traffic for your location is 21,584 vehicles.

With a standard load factor of 1.5 people 18+ years of age, traffic at your location delivers approximately 11,817,240 impressions in one year.

\*\*traffic on Grand River Ave.

**21,584** Vehicles per Day  
**647,520** Vehicles per Month  
**7,878,160** Vehicles per Year

**11,817,240** Exposures per Year



## Population Statistics

### Summary

2010 Census	52,023
2018 Estimate	55,235
2023 Projection	57,726
'10 - '18 % Change	6.2%
'18 - '23 % Change	4.5%

### Age Cohorts

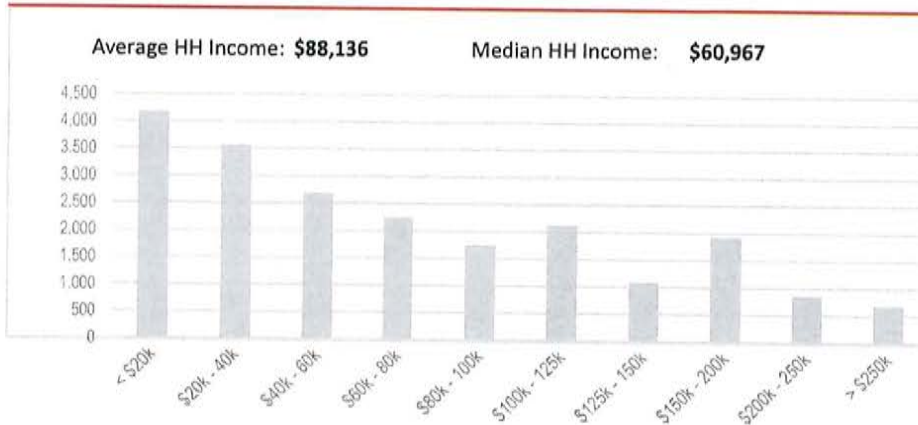
Population: < 18	8,157	14.8%
Population: 18 - 35	24,431	44.2%
Population: 35 - 50	6,841	12.4%
Population: 50 - 65	8,145	14.7%
Population: > 65	7,661	13.9%

Median Age: 28.7

### Education

HS grad. or less	3,841	12.7%
Some college	4,244	14.0%
Assoc./prof. degree	3,733	12.3%
Bachelor's degree	9,448	31.2%
Master's or higher	9,029	29.8%

## Yearly Income by Household



## Mode of Transportation to Work

Car, truck, or van	20,000	81.9%
Public trans.	910	3.7%
Motorcycle	27	0.1%
Bicycle	883	3.6%
Walked	2,479	10.1%
Other means	92	1.0%

Watchfire Signs makes no representation concerning the accuracy of data obtained from state or national geodatabase sources.

## Your Local Watchfire Contact

### Agnew Sign Co.

Mark Agnew  
mark@agnewgraphics.com  
989-725-7446

RECEIVED  
DEC 21 2018

This Report was prepared by:  
Marty DuBois

**LEGAL DESCRIPTION**

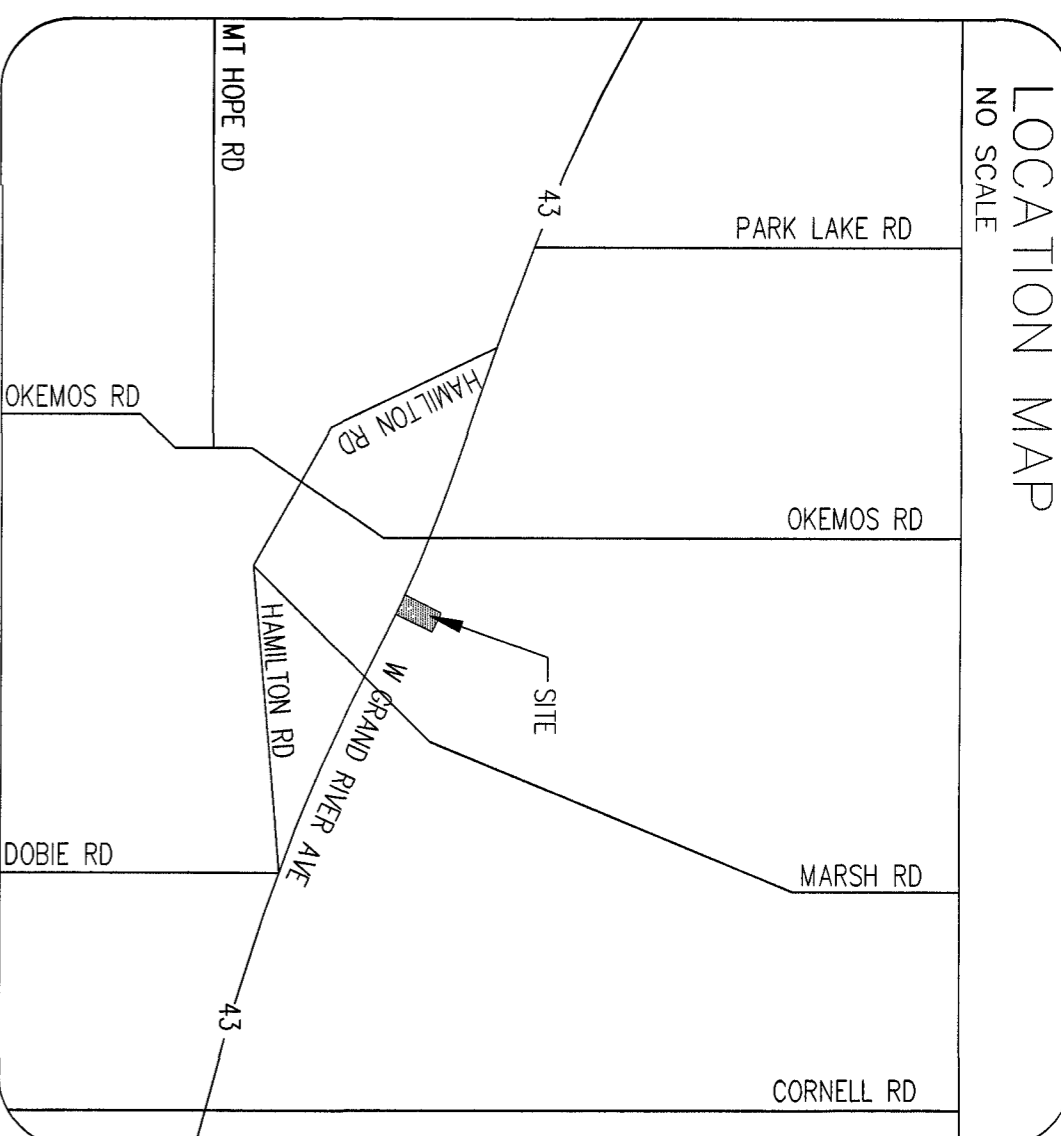
BEGINNING AT A POINT 1307.00 FEET SOUTH AND 538.16 FEET S 89°35'00"E OF THE NORTH 7/8 POST OF THE NORTHEAST 1/4 OF SECTION 21, TOWN 8 NORTH, RANGE 1 WEST, MERIDIAN TOWNSHIP, INGHAM COUNTY, MICHIGAN; THENCE S 89°35'00"E 185.94 FEET; THENCE S 89°43'46"E 7.9 FEET; THENCE S 00°42'00"E 350.00 FEET; THENCE N 76°24'00"W 200.00 FEET; THENCE N 02°42'00"W 314.30 FEET TO THE POINT OF BEGINNING

R - Recorded Dimension  
M - Measured Dimension

**GREASE SPILL NOTE**

THE GREASE SPILL AREAS, IF CLEARLY VISIBLE AND CONTAINED WITHIN APPROXIMATELY 100 FEET OF THE MCDONALD'S PROPERTY SHALL BE CLEANED UP AND REPAIRED PRIOR TO THE APPROVAL OF THIS PLAN. THE GREASE SPILL AREAS SHALL BE IDENTIFIED BY THE OWNER. IF ACTIVITIES ARE TO TAKE PLACE ON THESE SITES OUTSIDE THE PERMITTED BEYOND SHALL BE EMPLOYED IF THE GREASE IS UNIDENTIFIABLE OR BEYOND 100 FEET FROM THE MCDONALD'S SITE.

**LOCATION MAP**



**GENERAL NOTES**

1. ALL SIDEWALKS TO BE MINIMUM WIDTH OF 5'.
2. BASES, ANCHOR BOLTS, CONDUIT, AND WIRING FOR ALL OTHER SIGNS ARE BY THE GENERAL CONTRACTOR.
3. COPIES TO LOCATIONS SHOWN AT THE LOT PERMITS FOR LOT LANDING BY THE GENERAL CONTRACTOR. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR THE GENERAL CONTRACTOR'S SIGNAGE, WHICH SHALL BE THE PROPERTY OF THE GENERAL CONTRACTOR. ANCHOR BOLTS ARE BY THE GENERAL CONTRACTOR.
4. BASES FOR PLANTERS ARE BY THE GENERAL CONTRACTOR. ANCHOR BOLTS ARE BY THE GENERAL CONTRACTOR.
5. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR THE GENERAL CONTRACTOR'S SIGNAGE, WHICH SHALL BE THE PROPERTY OF THE GENERAL CONTRACTOR.
6. THE CONTRACTOR SHALL COORDINATE WITH ALL UTILITY COMPANIES TO DETERMINE EXACT POINT OF SERVICE CONNECTION AT EXISTING UTILITY LINES TO THE BUILDING. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE GENERAL CONTRACTOR'S SIGNAGE, WHICH SHALL BE THE PROPERTY OF THE GENERAL CONTRACTOR.
7. ALL ELEVATIONS SHOWN ARE IN REFERENCE TO THE BENCHMARK AND MUST BE VERIFIED BY THE GENERAL CONTRACTOR AT GROUNDLEVEL.
8. FINISH WALLS AND CURB ELEVATIONS SHALL BE 6" ABOVE FINISH GRADE.
9. ALL LANDSCAPE AREAS SHALL BE ROUGH GRADED TO 6" BELOW TOP OF ALL WALLS AND CURB ELEVATIONS. LANDSCAPING AND SPREADER SETTINGS ARE BY THE GENERAL CONTRACTOR.
10. LOT LANDING CONCERNING ROOMINGS TO CONFORM WITH THE SOIL REPORT RECOMMENDATIONS FOR THE PARTICULAR SITE.
11. EXISTING LOT LISTS TO REMAIN EXISTING LOCATIONS MAY BE APPROXIMATE.

**LAND/BUILDING/PARKING DATA AND NOTES**

LAND AREA:	6,224 S.F.
GROSS OFF AREA:	4,334 S.F.
EXISTING IMPROVED AREA:	2,190 S.F.
PROPOSED IMPROVED AREA:	4,888 S.F.
NET REDUCTION:	3,694 S.F.
ZONING CLASSIFICATION:	C-2
ADJACENT ZONING:	4,888 S.F.
GROSS BUILDING AREA:	3,694 S.F.
USABLE FLOOR AREA:	180 S.F.
STORAGE SHED AREA:	180 S.F.

BUILDING SETBACKS REQUIRED:	100 FEET
FRONT YARD SETBACK:	15 FEET
SIDE YARD SETBACK:	15 FEET
REAR YARD SETBACK:	15 FEET
BUILDING SETBACKS PROVIDED:	132.50 FEET
FRONT YARD SETBACK:	85.00 FEET
SIDE YARD SETBACK:	85.00 FEET
REAR YARD SETBACK:	126.15 FEET

PARKING REQUIRED:	56 SPACES
TOTAL PARKING REQUIRED ONE SPACE FOR EVERY THREE BAYERN THE HIGHEST SHIFTS 150/2 + 16 = 56	56 SPACES
NUMBER OF H.C. SPACES REQUIRED:	3 SPACES
STANDARD SPACES PROVIDED:	53 SPACES
NUMBER OF H.C. SPACES PROVIDED:	3 SPACES
TOTAL SPACES PROVIDED:	56 SPACES

LOADING / UNLOADING AREA REQUIRED:	ONE (1) 12'X25' 300 S.F.
TOTAL LOADING / UNLOADING AREA PROVIDED:	172'X5' 540 S.F.

LANDSCAPE REQUIRED:	REFER TO LANDSCAPE PLAN
LANDSCAPE PROVIDED:	REFER TO LANDSCAPE PLAN
SPACING PERMITTED:	SPACING PERMITTED
SPACING TO REMAIN:	SPACING TO REMAIN

1. CONCRETE TO BE CONCRETE BLOCK - 6" HIGH (TO WHICH BUILDING)	
2. REFER TO SHEET S01 FOR DETAILS.	
3. BARBER HOLE RAUP TO BE 10"-0" LONG WITH A MINIMUM SLOPE OF 1:20 AND HAVE A NON-SLIP SURFACE - TYPICAL.	
4. PROVIDED TO OPERATIONS AND SERVICES TO BE PLACED WITHIN BUILDING.	
5. BUILDING NORTH FACE TO BE PLACED PARALLEL TO NORTH PROPERTY LINE.	

<b>PARKING INFORMATION</b>	
TOTAL SPACES	40 SPACES 9' X 21'-0" @ 60
	13 SPACES 9' X 21'-0" @ 90
	3 H.C. SPACES 8' X 21'-0" @ 60

**ARCHITECT/PLANNER**

**L+A ARCHITECTS**  
2490 ROCHESTER COURT  
SUITE 200  
TROY, MICHIGAN 48063  
PHONE (248) 524-1100 FAX (248) 524-2496

**CIVIL ENGINEER**

**PROFESSIONAL SEAL**  
JAN 24 2008

<b>OWNER &amp; DEVELOPER:</b> MCDONALD'S CORPORATION 1021 KARL GREIMEL DRIVE SUITE 200 BRIGHTON, MI 48116 CONTACT: JEFF CHASE P: (734) 335-9000 F: (734) 335-9058	<b>TAX ID. NO.:</b> 33-02-02-21
--	------------------------------------

THESE PLANS AND SPECIFICATIONS ARE THE PROPERTY OF MCDONALD'S CORPORATION AND SHALL NOT BE REPRODUCED WITHOUT THEIR WRITTEN PERMISSION.

OFFICE:	MICHIGAN
ADDRESS:	1021 KARL GREIMEL DRIVE STE. 200, BRIGHTON, MI 48116 PH: (810) 225-4487

DATE:	4/7/08
BY:	L+A

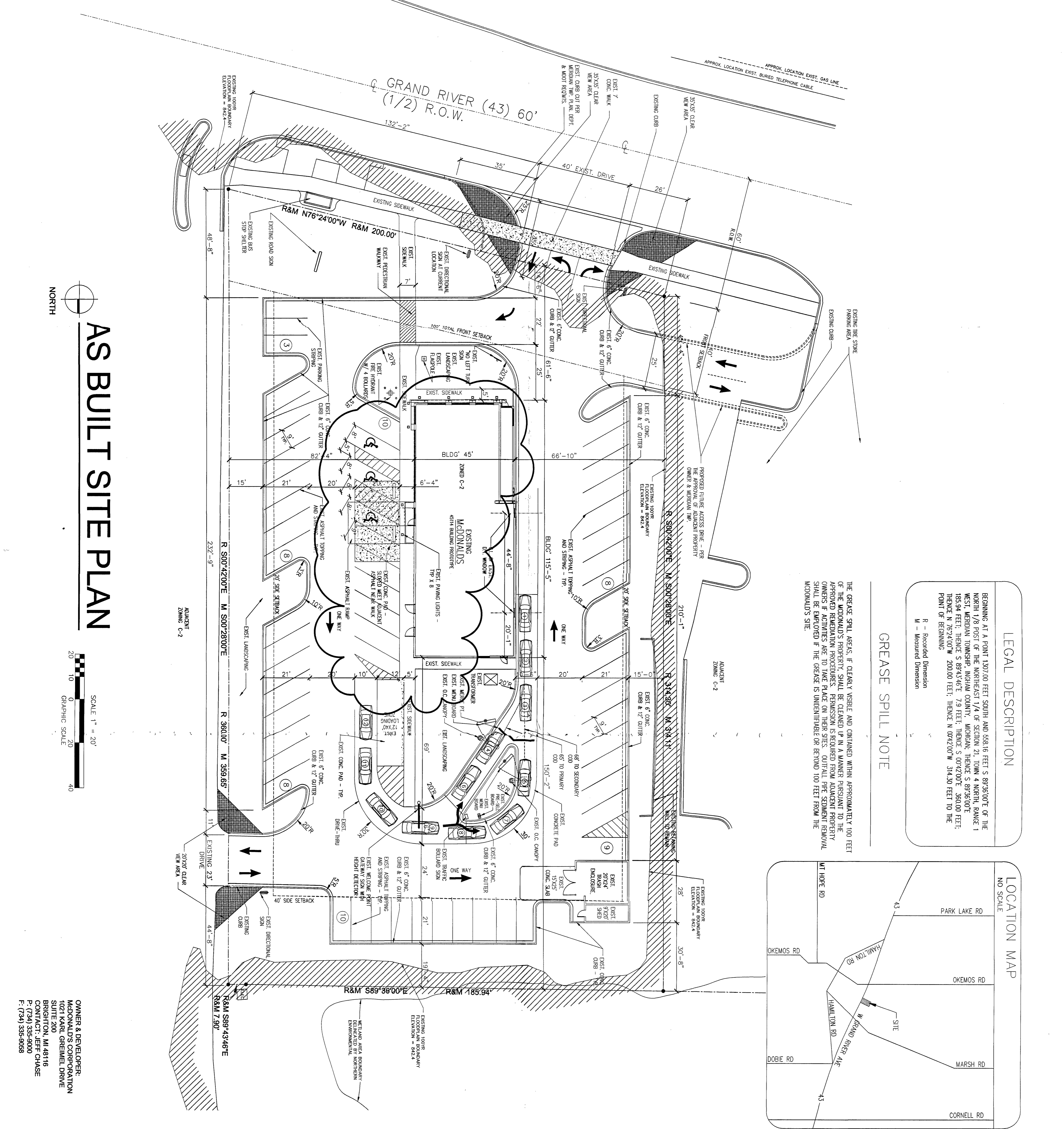
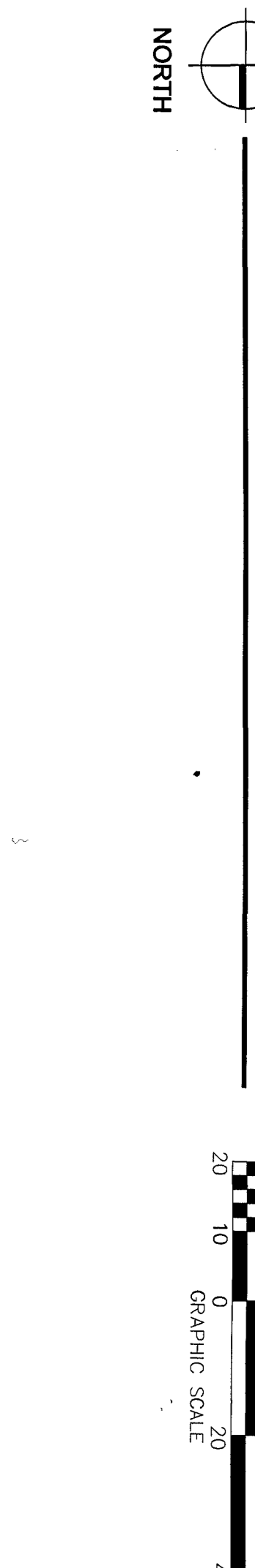
STATUS:	PLAN CHECKED
DATE:	AS-BUILT

REGIONAL MGR.	
CONST. MGR.	
OPERATIONS DEPT.	
REAL ESTATE DEPT.	

CONTRACTOR:	
OWNER:	

REV	DATE	DESCRIPTION	BY	ISSUE REF
A	8-2-06	MERIDIAN TWP. PLAN. DEPT. REQUIRED CHANGES	L+A	
B	8-31-06	OWNER CHANGES - NEW BUILDING	L+A	
C	9-1-06	OWNER CHANGES - SIDE BY SIDE DRIVE THRU	L+A	
D	1-04-07	MERIDIAN TWP. PLAN. DEPT. REQUIRED CHANGES	L+A	
E	1-23-07	MERIDIAN TWP. ZBA - SIGNAGE VARIANCE	L+A	
F	2-7-07	MERIDIAN TWP. SPA. REQUIRED CHANGES	L+A	
G	2-23-07	MERIDIAN TWP. SPA. REQUIRED CHANGES	L+A	
H	7-27-07	ADDED GREASE SPILL NOTE	L+A	
I	1-23-08	AS BUILT SITE PLAN	L+A	

**AS BUILT SITE PLAN**





**To:** Planning Commission

**From:** Peter Menser, Principal Planner

**Date:** January 25, 2019

**Re:** **Rezoning #19010 (Woda Cooper Companies), rezone approximately 4.6 acres of Parcel I.D. #17-377-031 from RX (One and Two Family Residential) to RC (Multiple Family-maximum 14 units per acre).**

---

The public hearing for Rezoning #19010 was held at the last Planning Commission meeting on January 14, 2019. Since the public hearing the applicant has submitted a revised concept plan for development of the property and a letter offering two conditions on the rezoning. The first condition will limit the type of development on the property to an affordable housing development using Michigan State Housing and Development Authority (MSHDA) programs and resources. The second condition limits any development to two stories or less in height. The proposed conditions would run with the land and remain in place in perpetuity, regardless of property ownership, unless approved for modification or removal by the Township Board.

The rezoning applicant will be in attendance at the January 28, 2019 meeting to further explain the proposed conditions and answer any questions.

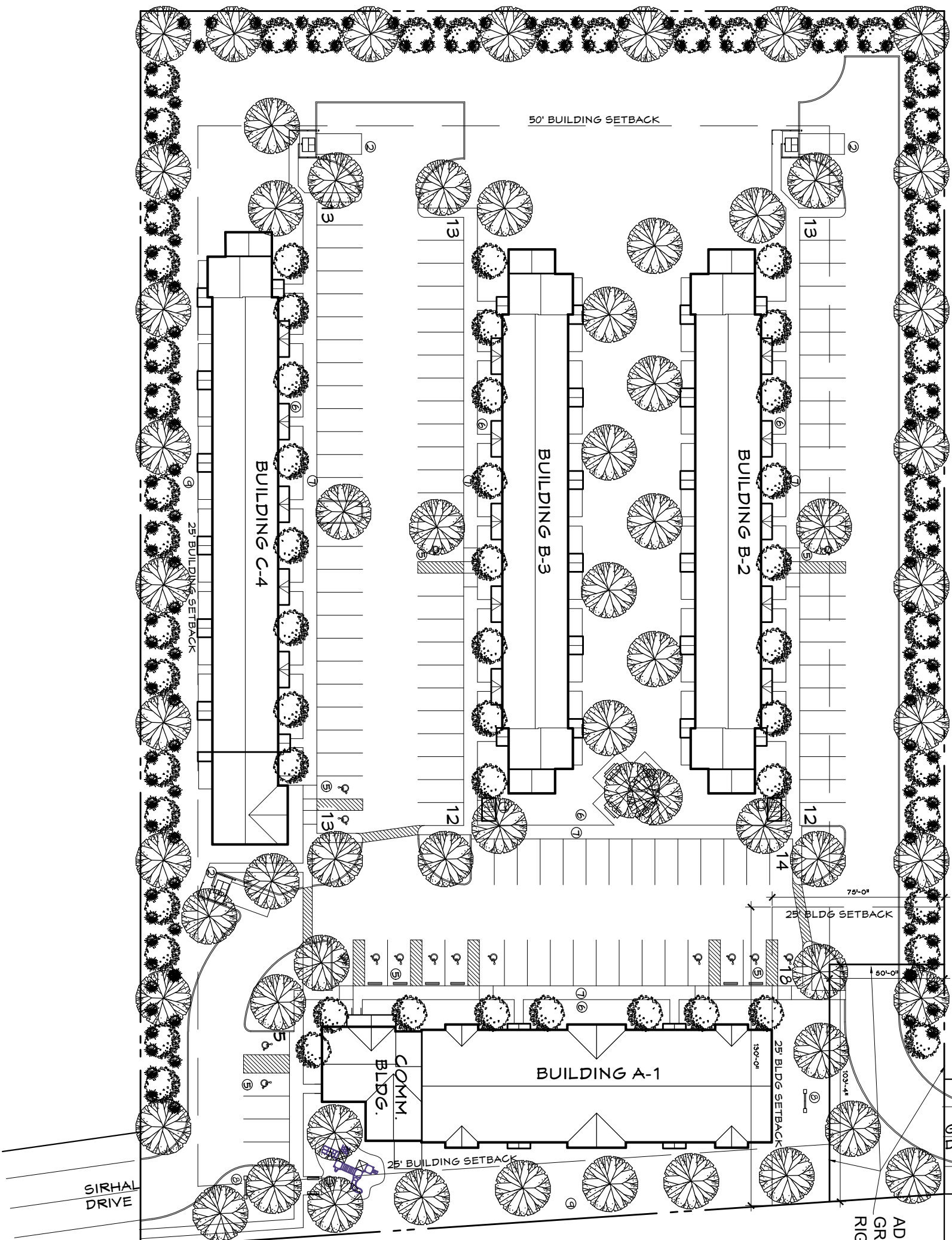
### **Planning Commission Options**

The Planning Commission may recommend approval or denial of the request, or it may recommend a different zoning designation than proposed by the applicant to the Township Board. A resolution will be provided at a future meeting.

### **Attachments**

1. Site plan prepared by PCI Design Group, Inc., dated January 23, 2019 and received by the Township on January 24, 2019.
2. Letter from Frank Fugate offering rezoning conditions received by the Township on January 24, 2019.

G:\Community Planning & Development\Planning\REZONINGS (REZ)\2019\REZ 19010 (Woda Cooper)\REZ 19010.pc2.docx



ADDITIONAL 50'  
GREENCLIFF DR  
RIGHT OF WAY

# THE WOODWARD

MERIDIAN TWP., MI

## SITE DEVELOPMENT DATA

BLDG. TYPE	NO.	1 BR	1 BR HC	2 BR	2 BR HC	3 BR	3 BR HC	TOTAL	REMARKS
A	1	6/6	2/2	5/5	3/3	0	0	15	2 STORY BLDG.
B	2	0	0	10/20	0	2/4	0	26	1&2 STORY BLDG.
C	1	0	0	11/11	0	1/1	1/1	15	1&2 STORY BLDG.
COMM. BLDG.	1	0	0	0	0	0	0	0	1 STORY BLDG.
TOTAL	5	6	2	36	3	5	1	53	

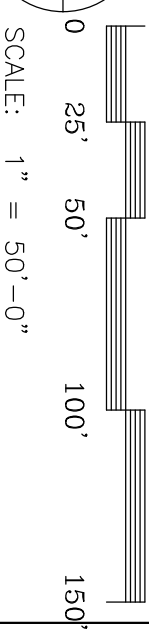
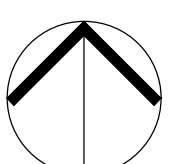
TOTAL UNITS = 53

LAND AREA: 194,565.97 +/- S.F.  
 DENSITY: 3,462.36 S.F./UNIT  
 PARKING: 113 SPACES  
 213 SPACES/UNIT

CONSTRUCTION TYPE: S&P ON GRADE, WOOD FRAME W/ BRICK VENER AND VINYL SIDING. IRLC. CONSTRUCTION TYPE 5-B  
 OCCUPANCY: FAMILY IRLC. OCCUPANCY: R-2 & R-3

## SITE AMENITIES KEY

- COVERED BICYCLE RACK
- TRASH DUMPSTER
- ACCESSIBLE PLAYGROUND WITH BENCH
- ACCESSIBLE PICNIC AREA WITH GRILL
- ACCESSIBLE PARKING WITH ACCESSIBLE ROUTE TO FRONT ENTRANCES
- PARKING AREA LIGHTING TO MEET ALL TOWNSHIP STANDARDS
- NEW SIDEWALK - 4' TYPICAL - 6' AT PARKING SIGN TO BE LOCATED AND MEET ALL TOWNSHIP STANDARDS
- STORM WATER MANAGEMENT TO MEET ALL TOWNSHIP & STATE STORM WATER MANAGEMENT REQUIREMENTS.



ARCHITECT OF RECORD:  
**PCI DESIGN GROUP, INC.**  
 500 SOUTH FRONT STREET SUITE 975  
 COLUMBUS, OHIO 43215

PROJECT TYPE:  
**SITE PLAN**

SHEET NAME:  
**01-23-19**

DATE:  
**THE WOODWARD**  
 SIRHAL & GREENCLIFF DRIVES  
 MERIDIAN TWP., MI

PROJECT NAME:  
**S1**

SUBMITTAL:  
**S1**





# WODA COOPER COMPANIES

500 South Front St  
10th Floor  
Columbus, Ohio 43215  
Office: 614.396.3200  
www.wodagroup.com

Peter Menser  
Principal Planner  
Meridian Township  
5151 Marsh Road  
Okemos, MI. 48864  
517-853-4576

Dear Mr. Menser,

I plan on being at the Planning Commission meeting of January 28<sup>th</sup>. I would like the opportunity to gain a favorable recommendation by the planning commission for the rezoning of 4.6 acres behind the Whole foods.

For this meeting I would like to present the conditions of the rezoning:

- (1) The rezoned parcel will only be developed as an affordable housing development using Michigan State Housing and Development Authority (MSHDA) programs and resources; and
- (2) The development will not exceed two stories in height.

The Woodward proposal will include income restrictions that are defined in the Low-Income Housing Tax Credit Program (LIHTC). Under this program, rent and income will be limited to an average of 60% AMI. Under the LIHTC program, Full time students are typically not eligible to live in affordable housing. The Low-Income Housing Tax Credit and its statutes and regulations have strong student restrictions. As part of the application process for these credits, Woda Cooper Companies must obtain site plan approval from Meridian Charter Township, so the program incentivizes developers to work closely with Michigan Communities. Woda Cooper Companies has had several meetings with planning staff and held an open forum with the neighboring property owners and community to comment on our development. The conditions we are requesting is a result of Woda Cooper's open dialogue with the Township's planners and residents.

The Woodward proposal is a \$12.5 million investment and aims to replace an abandoned former trailer park. The development will be professionally managed, incorporate a modern and energy efficient design, and is ideally located next to public transportation and several other amenities. In addition to the initial 12.5-million-dollar investment, Woda Cooper Companies will have property reserves of \$203,000.00 with annual replacement reserves of \$15,900 that ensure the property is well maintained and properly cared for. Woda Cooper Companies will hire locally, regionally and insure the subcontractors are adhering to the Section 3 policy.

As mentioned, we believe these conditions arose from quality communication with the township planners and residents. Woda Cooper looks forward to working closely with other

OFFICES LOCATED IN GEORGIA, INDIANA, KENTUCKY, MARYLAND, MICHIGAN, OHIO AND VIRGINIA.

WODA COOPER COMPANIES, INC. IS AN ESOP-OWNED COMPANY AND PARENT COMPANY OF WODA CONSTRUCTION, INC., WODA MANAGEMENT & REAL ESTATE, LLC, AND WODA COOPER DEVELOPMENT, INC.

Township residents and planners as we move forward in this process. We thank you for your time and consideration.

Best Regards,

A handwritten signature in black ink, appearing to read 'Frank Fugate', written over a horizontal line.

Frank Fugate

Acquisition Manager





**To:** Planning Commission

**From:** Peter Menser, Principal Planner  
Justin Quagliata, Assistant Planner

**Date:** January 23, 2019

**Re:** Special Use Permit #19011 (Potterpin Investments LLC), replace a drain structure in the floodplain of the Foster Drain located at 4977 Cornell Road.

---

Special Use Permit #19011 was last discussed at the January 14, 2019 regular meeting. At the meeting the Planning Commission agreed to consider a resolution to approve the special use permit request at its next meeting.

### **Planning Commission Options**

The Planning Commission may approve, approve with conditions, or deny the special use permit. A resolution to approve is attached.

- Motion to adopt the attached resolution to approve Special Use Permit #19011.

### **Attachment**

1. Resolution to approve.

G:\Community Planning & Development\Planning\SPECIAL USE PERMITS (SUP)\2019\19011 (Potterpin Investments LLC)\SUP 19011.pc2.doc

**RESOLUTION**

At the regular meeting of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 28th day of January, 2019, at 7:00 p.m., Local Time.

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The following resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_.

WHEREAS, Potterpin Investments LLC has applied to grade and place fill in the 100-year floodplain (floodway fringe) of the Foster Drain to replace a drain structure located at 4977 Cornell Road; and

WHEREAS, the proposed work in the 100-year floodplain requires a special use permit pursuant to Section 86-436 of the Conservancy District of the Code of Ordinances; and

WHEREAS, the Planning Commission held a public hearing regarding the special use permit request at its regular meeting on January 14, 2019; and

WHEREAS, the Planning Commission has reviewed and discussed the materials forwarded under a cover memorandum dated January 8, 2019; and

WHEREAS, the work in the 100-year floodplain will be consistent with the requirements and standards outlined in Section 86-436(n), the Conservancy District, for the granting of a special use permit in the floodplain; and

WHEREAS, the applicant proposes to excavate 34 cubic yards from the floodplain and place 29.61 cubic yards of fill in the floodplain, exceeding the 1:1 cut/fill ratio required by Section 86-436 of the Conservancy District of the Code of Ordinances; and

WHEREAS, the proposed work in the floodplain will not be adverse or damaging to the public health, safety, or welfare of the community.

NOW, THEREFORE BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby approves the special use permit for work in the 100-year floodplain of the Foster Drain located at 4977 Cornell Road, subject to the following conditions:

1. Approval is granted in accordance with the revised plans submitted by the applicant dated March 7, 2018 and received by the Township on October 31, 2018, subject to the following condition:
  - a. The applicant shall revise the site plan to depict the correct base flood elevation of 850 feet at the location of the existing culvert.
2. Approval of the work in the floodplain is in accordance with the Michigan Department of Environmental Quality project approval granted on July 16, 2018.

**Resolution to APPROVE  
SUP #19011 (Potterpin Investments LLC)  
Page 2**

3. The applicant shall implement appropriate soil erosion and sedimentation control measures during construction to ensure there are no negative impacts due to soil erosion.

ADOPTED: YEAS: \_\_\_\_\_

NAYS: \_\_\_\_\_

STATE OF MICHIGAN )

) ss

COUNTY OF INGHAM )

I, the undersigned, the duly qualified and acting Chairperson of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Planning Commission on the 28th day of January, 2019.

\_\_\_\_\_  
John Scott-Craig  
Planning Commission Chair



**To: Planning Commission**

**From: Peter Menser, Principal Planner**

**Justin Quagliata, Assistant Planner**

**Date: January 24, 2019**

**Re: Commission Review #19013 (Park Commission), Section 61 review of the location, character, and extent for a 2.1 acre parcel recognized as Parcel I.D. #09-201-013 for donation to the Township park system, located north of Brattin Woods Park, south of Sleepy Hollow Lane.**

---

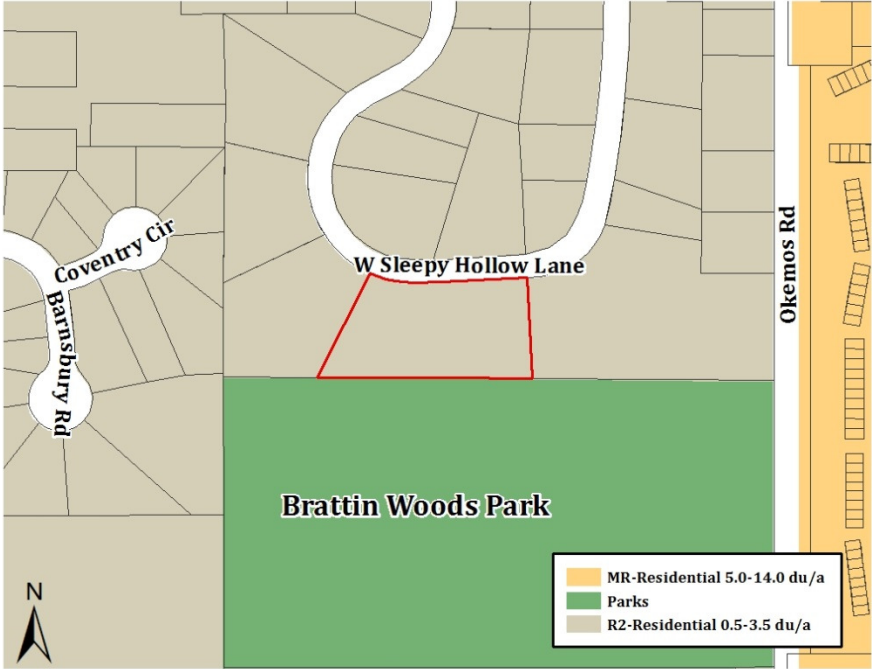
The Park Commission of the Charter Township of Meridian has received a request for a property donation to the Township park system. The approximate 2.1 acre subject property, recognized as Parcel I.D. #09-201-013, is located north of and adjacent to the northern portion of Brattin Woods Park, south of Sleepy Hollow Lane. The subject property, Lots 7 and 8 of the Sleepy Hollow subdivision, were combined into one lot in 2016. The combined parcel has 382 feet of frontage on W. Sleepy Hollow Lane. The Sleepy Hollow subdivision was platted in 1963 and contains 23 lots. At its meeting on January 15, 2019 the Park Commission referred this case to the Planning Commission to review the location, character, and extent of the property.

Section 61 of the Michigan Planning Enabling Act (the "MPEA," Public Act 33 of 2008) requires Planning Commission review and approval of the location, character, and extent for the construction/purchase of new public streets, parks, open space, buildings, and other public facilities. This process is called a Section 61 Review. The MPEA does not require a public hearing for a Section 61 review.

### **Master Plan**

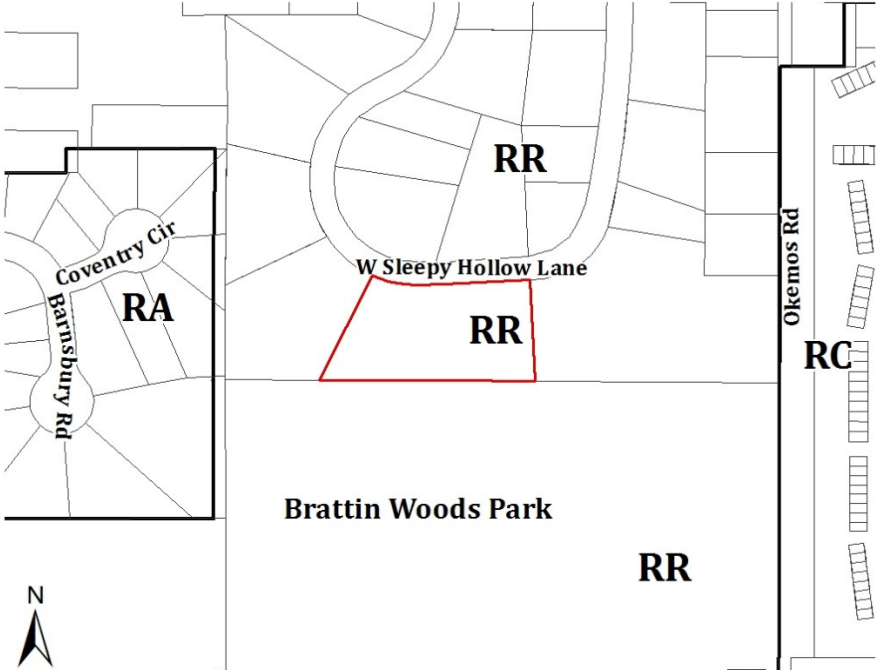
The Future Land Use Map from the 2017 Master Plan designates the subject site in the R2-Residential 0.5-3.5 dwelling units per acre category.

FUTURE LAND USE MAP



The site is zoned RR (Rural Residential).

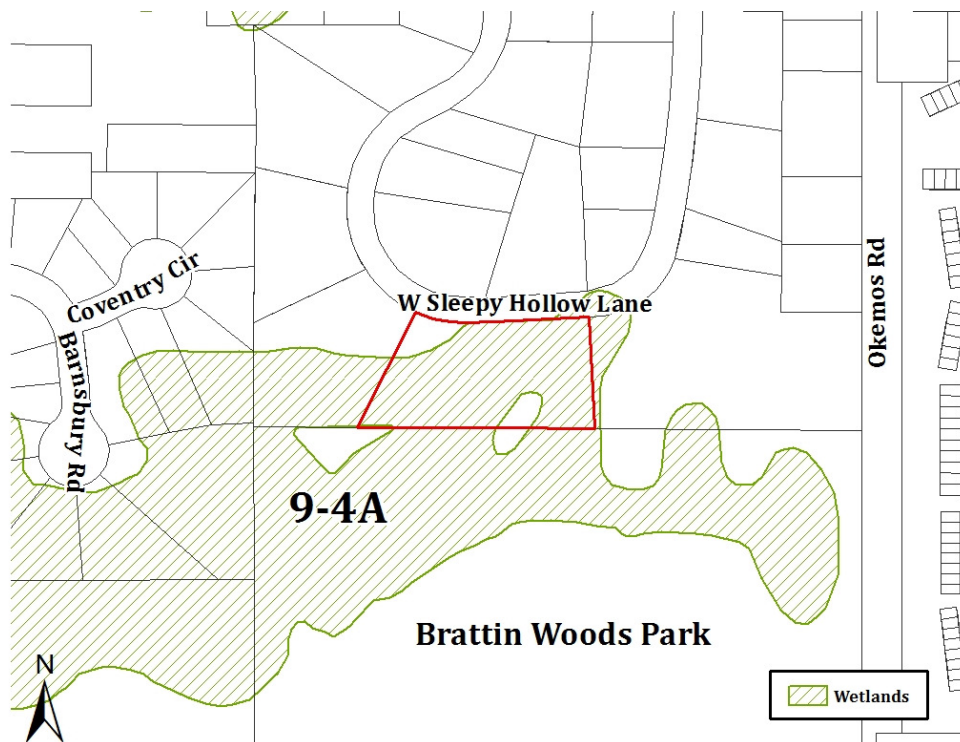
ZONING MAP



### Physical Features

The site is currently undeveloped. The Flood Insurance Rate Map (FIRM) for Meridian Township indicates floodplain is not present on the site. The Township Wetland Map shows a portion of the property is located in a wetland; however a delineation has not been conducted to confirm the actual wetland boundary. The site has no special designation on the Township Greenspace Plan.

#### WETLANDS MAP



### Staff Analysis

The Park Commission referred the donation of the 2.1 acre site to the Planning Commission for a Section 61 Review. Section 61 of the MPEA requires Planning Commission review and approval of the location, character, and extent for the construction/purchase of new public streets, parks, open space, buildings, and other public facilities. **Location** refers to the site's placement in the Township and its surroundings; the property proposed for donation is located north of and adjacent to the northern portion of Brattin Woods Park. **Character** includes the site's distinguishing features. **Extent** includes the dimensions of the site which is approximately 2.1 acres in size with 382 feet of frontage on W. Sleepy Hollow Lane.

The project is consistent with Goal 2 of the 2017 Master Plan to preserve open space and natural areas.



### **Planning Commission Options**

The Planning Commission may approve or deny the commission review. A resolution to approve is attached.

- **Motion to adopt the resolution to approve Commission Review #19013.**

### **Attachments**

1. Resolution to approve.
2. Commission Review application.
3. Memo from LuAnn Maisner, dated January 23, 2019.
4. Submitted property map.

G:\Community Planning & Development\Planning\COMMISSION REVIEWS (CR)\2019\19013 (Park Commission)\CR 19013.pc1.doc

**RESOLUTION TO APPROVE**

**Commission Review #19013  
Park Commission  
Approx. 2.1 acres, Parcel I.D. #09-201-013**

**RESOLUTION**

At a regular meeting of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 28th day of January 2019, at 7:00 p.m., Local Time.

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_

The following resolution was offered by Commissioner \_\_\_\_\_ and supported by Commissioner \_\_\_\_\_.

WHEREAS, Section 61 (MCL 125.3861) of the Michigan Planning Enabling Act states, "A street; square, park, playground, public way, ground, or other open space; or public building or other structure shall not be constructed or authorized for construction in an area covered by a municipal master plan unless the location, character, and extent of the street, public way, open space, structure, or utility have been submitted to the planning commission by the legislative body."; and

WHEREAS, the Meridian Township Park Commission has been offered a donation of an approximately 2.1 acre parcel recognized as Parcel I.D. #09-201-013, located north of and adjacent to the northern portion of the Brattin Woods Park; and

WHEREAS, the Park Commission referred the case to the Planning Commission at its January 15, 2019 meeting to review the location, character, and extent of the property; and

WHEREAS, the Planning Commission discussed the proposed property donation at its January 28, 2019 meeting and reviewed the staff material provided under a cover memorandum dated January 24, 2019; and

WHEREAS, donation of the property is consistent with Goal 2 of the 2017 Master Plan to preserve open space and natural areas.

NOW THEREFORE, BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN approves the location, character, and extent of an approximately 2.1 acre parcel of land recognized as Parcel I.D. #09-201-013, located north of and adjacent to the northern portion of Brattin Woods Park.

**Resolution to Approve  
CR #19013 (Park Commission)  
Page 2**

ADOPTED: YEAS: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

STATE OF MICHIGAN )

) ss

COUNTY OF INGHAM )

I, the undersigned, the duly qualified and acting Chair of the Planning Commission of the Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Planning Commission on the 28th day of January 2019.

\_\_\_\_\_  
John Scott-Craig  
Planning Commission Chair

**CHARTER TOWNSHIP OF MERIDIAN  
DEPARTMENT OF COMMUNITY PLANNING AND DEVELOPMENT  
5151 MARSH ROAD, OKEMOS, MI 48864  
PHONE: (517) 853-4560, FAX: (517) 853-4095**

**COMMISSION REVIEW:  
AMENDMENT TO MASTER PLAN APPLICATION  
(Municipal Planning Act, MCL 125.31, Section 9)**

- A. Applicant Charter Township of Meridian  
Address of Applicant 5151 Marsh Road  
Okemos MI 48864  
Telephone: Work 517-853-4614 Home n/a  
Fax 517-853-4099 Email dillon@meridian.mi.us
- B. Jurisdiction having authority (if different than applicant) n/a  
Address \_\_\_\_\_  
Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Email address \_\_\_\_\_  
Please provide the name of the board, commission or body having jurisdiction for the authorization of financing of the public way, ground, space, building, structure or utility.
- C. Applicant's Representative, Architect, Engineer or Planner responsible for request:  
Name / Contact Person Kelsey Dillon  
Address same as above  
Telephone: Work 517-853-4614 Home \_\_\_\_\_  
Fax \_\_\_\_\_ Email dillon@meridian.mi.us
- D. Site location/address: Directly north of Brattin Woods Park, south of Sleepy Hollow Lane and Lake Lansing Rd.  
Zoning Classification(s) RR  
Parcel number(s) 33-02-02-09-201-013
- 

- E. I (we) hereby grant permission for members of the Charter Township of Meridian's Boards and/or Commissions, Township staff member(s) and the Township's representatives or experts the right to enter onto the above described property (or as described in the attached information) in my (our) absence for the purpose of gathering information including but not limited to the taking and the use of photographs.

Yes  No (Please check one)

By the signature(s) attached hereto, I (we) certify that the information provided within this application and accompanying documentation is, to the best of my (our) knowledge, true and accurate.

Kelsey Dillon  
Signature of Applicant

01-22-2019  
Date

Kelsey Dillon  
Type/Print Name

Fee: \_\_\_\_\_

Received by/Date: \_\_\_\_\_

Date application submitted: \_\_\_\_\_

Date application deemed complete: \_\_\_\_\_

Date of last day for decision: \_\_\_\_\_

**This form should be included with the COMMISSION REVIEW APPLICATION.  
Explain your position on the lines below, and attach supporting information.**

### **REASONS FOR MODIFYING THE MASTER PLAN**

Please explain your request to modify the Township's Master Plan for construction or authorization of a street, public utility, park, public way, ground, open space or other public building or structure on the following lines:

Supports Township Goal #2 – Preserve Open Space and Natural Areas

Supports the Township Greenspace Plan

The location, character and extent of your request will be evaluated in accordance with the responses you provide to Questions 1-12.

1. How will the request if approved be consistent with current development trends in the Township?

The acquisition of this parcel will preserve open space in the Township and support the Township Greenspace plan.

2. How does the request further the Township Master Plan goals to:

- Preserve and strengthen existing and future residential neighborhoods
- Preserve open space and natural areas
- Maintain the viability of Meridian Township businesses
- Maintain and expand a diverse park system
- Maintain essential public services
- Provide and support an efficient, safe and environmentally sensitive multi-modal transportation system
- Maintain and enhance the Township's growth management program

This acquisition will expand a diverse park system by adding access and trails to Brattin Woods Park. Providing/protecting open space is essential for protecting the natural features of our community. The land will be protected from development, but at the same time provide an attraction for planned growth in the future.

3. Is the request supported by surveys or studies of the present conditions and future needs of the Township? If yes, please attach a copy of the survey and/or study.

It is supported by Township Board Goal #2 to preserve open space and natural areas in the Township. Strategy 1 under section A of this goal includes the public purchase of land.

4. How does the request promote the health, safety and general welfare of the Township public?

It adds to an area of greenspace near a residentially developed area of the Township.

5. How does the request promote the best use of time, effort and resources in the development of the Township?

This parcel is a donation that will expand the current function of Brattin Woods Park.

6. How does the request promote wise and efficient expenditures of Township Public funds?  
See above.

7. How does the request impact traffic in the Township?  
n/a

8. How does the request impact the public's safety from fire and other dangers in the Township?  
n/a

9. How does the request impact the light and air in the Township?  
Natural open space is a benefit to air quality.

10. How does the request impact the population distribution in the Township?  
n/a

11. How does the request promote good public design and arrangement in the Township?  
This parcel is a donation that will expand the current function of Brattin Woods Park.

12. How does the request impact public utilities and other public services in the Township?  
n/a

CHARTER TOWNSHIP OF MERIDIAN  
5151 MARSH ROAD, OKEMOS, MI 48864  
(517) 349-1200

LAND PRESERVATION APPLICATION

A. PROPERTY OWNER

Name MAARILYN E PINNAVAIA  
Address 5901 E Sleepy Hollow Ln.  
City/State/Zip Code E. LANSING, MI 48823  
Telephone/ Fax (Work) \_\_\_\_\_  
Telephone/Fax (Home) 517-351-2379 (E) 248-894-6848

B. LOCATION (of property to be considered)

Address see attached sheet  
City/State/Zip Code E. Lansing, MI 48823  
General Location \_\_\_\_\_

Legal Description (attach if necessary) LOT 7 + 8 in Meridian Twp. Plat  
Size of Property (acres) 2.1022 acres of Sleepy Hollow

C. PROPERTY INFORMATION

*I also have abstracts that date back to 1837 (HISTORY of lots)*

1.  Yes [ ] No Are you aware of any threatened or endangered species or any natural features such as a woodland, wetland, pond, stream, river or open space that is existing on the proposed property? RABY DRAIN

If yes, identify the natural feature and briefly describe it.

also not quite abutting it is a pond which I have observed about 40 yrs and I THINK it's a VERNAL pond.

2.  Yes [ ] No Are you aware if the proposed property is contiguous or adjacent to park property, school property or land protected under the Land Preservation Program?

If yes, identify the contiguous, or adjacent property.

TO MY KNOWLEDGE, IT ABUTS BRATTEN WOODS PARK on Okemos Rd on the south, Rutherford's property to the west, and ? property to the east + the ROADS - E/W Sleepy Hollow

3.  Yes  No Are you aware if the proposed property has any easements, restrictions or special assessments?

Ruby driveway + footbridge across it.

If yes, please identify and briefly describe the easements, restrictions or special assessments on the proposed property.

I own the property outright  
It's in my trust.

4.  Yes  No Are you aware if there are or have been any environmental problems on the proposed property?

If yes, identify and briefly describe the extent of the problem and if an environmental site assessment has ever been prepared.

Some invasive plants + overgrown  
in areas -

5.  Yes  No Have you considered how the proposed property will be transferred to the Land Preservation Program, such as by sale, conservation easement, combination of sale and contribution, or contribution?

If yes, identify the type of transfer.

Contribution

Marilyn E. Pennavara 10-23-18  
Signature of Property Owner Date

Received by Date

I (we) hereby grant permission for members of the Charter Township of Meridian Land Preservation Advisory Board, Township staff members and the Township's representatives or experts the right to enter onto the above described property (or as described in the attached information) in my (our) absence for the purposes of gathering information including but not limited to the taking and the use of photographs.

Marilyn E. Pennavara 10-23-18  
Signature of Property Owner(s) Date

Signature of Property Owner(s) Date





**To: Planning Commission**

**From: LuAnn Maisner, Director of Parks and Recreation**

**Date: January 23, 2019**

**Re: Section 61 Review – Proposed Park Donation**

---

The Park Commission is currently considering a donation of a 2 acre parcel that will expand acreage and access to Brattin Woods Park. If acquired, the property will be part of the public park system in Meridian Township.

Section 61 of the Michigan Planning Enabling Act (the “MPEA,” Public Act 33 of 2008) requires Planning Commission review and approval of the location, character, and extent for the construction/purchase of new public streets, parks, open space, buildings, and other public facilities.

The property was originally submitted to the Land Preservation program for consideration but after reviewing the property and talking with the land owner it was determined to be a better fit for the park system. The Park Commission voted at their January 15, 2019 meeting to forward a request to the Planning Commission for review.

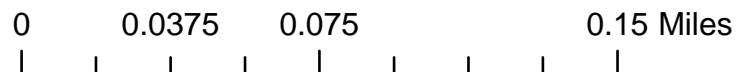
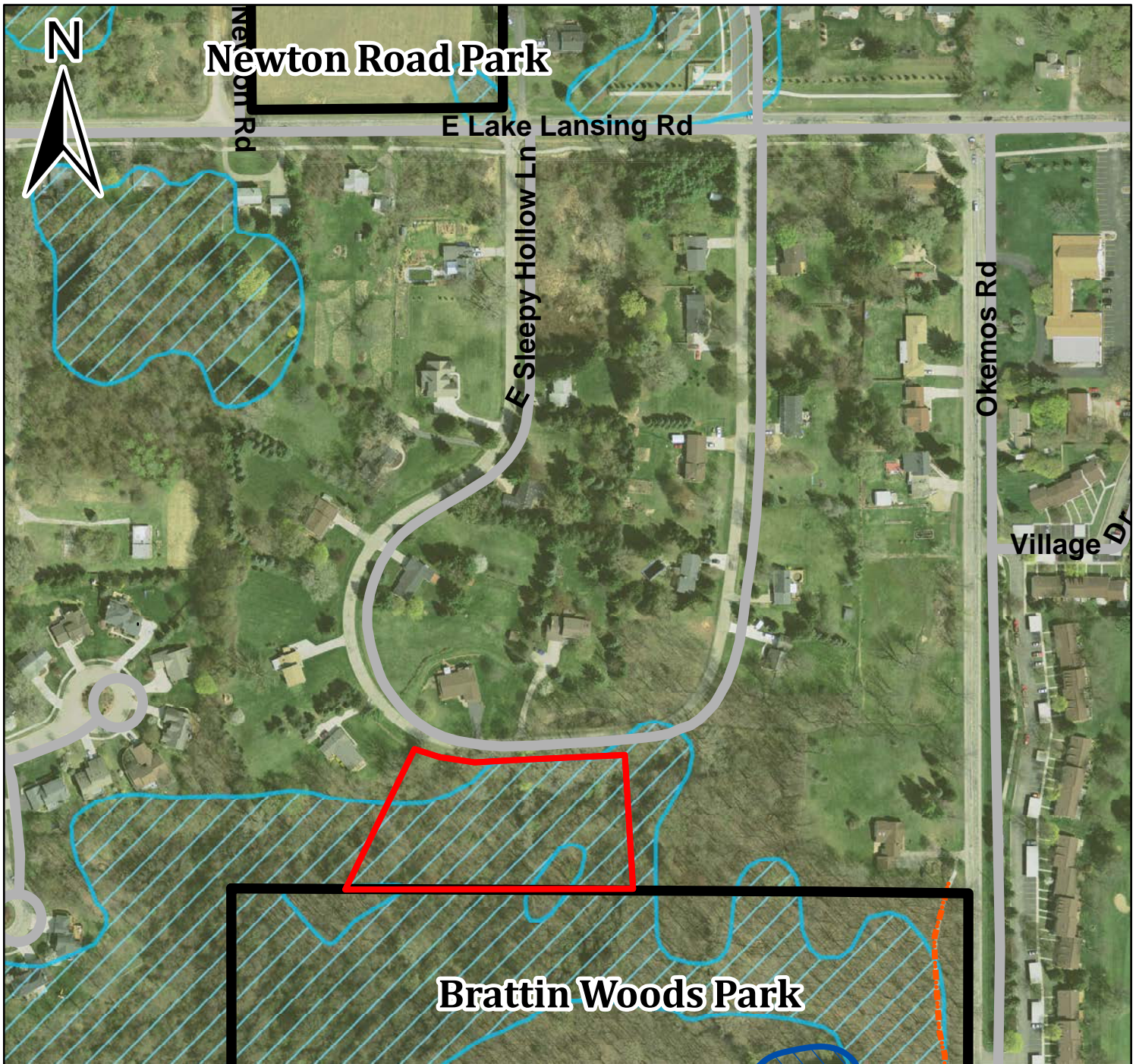
**Information on Property:**

Location: W Sleepy Hollow Ln., East Lansing, MI 48823  
Parcel Number: 33-02-02-09-201-013  
Area: 2.2 acres

**Attachment**

1. Map of parcel

# Potential Donation





**To: Planning Commission**

**From: Peter Menser, Principal Planner**

**Date: January 25, 2019**

**Re: 2018 Planning Commission goals**

---

In 2018 Planning Commission adopted goals to work on throughout the year. The 2018 goals included the following:

1. Implementation of 2017 Master Plan.
  - a. Consider development of form-based code ordinance for Potential Intensity Change Areas (PICAs) and Grand River Avenue corridor.
  - b. Develop regulations for Accessory Dwelling Units as identified in the R-3 Future Land Use Map category.
  - c. Address the revisions to the Zoning Ordinance and Zoning Map identified in the Action Plan on Page 15 of the Master Plan.
2. Update the Mixed Use Planned Unit Development ordinance.
3. Consider policy options related to “tiny” housing.
4. Identify training opportunities for new and current Planning Commission members.
5. Engage subject matter experts for presentations to the Planning Commission on policy-related topics of interest.

The Planning Commission may again choose to consider goals for 2019 and objectives that can be used to accomplish them. The adoption of goals for the year will not preclude the Planning Commission from working on other projects; they simply provide a guide for activities for the year. The Township Board adopted its own set of 2019 goals, which are attached to this memorandum. The Department of Community Planning and Development was assigned a set of goals as part of the yearly plan as well, which are also attached. It would make sense that the Planning Commission goals work to fulfill or address both sets of goals whenever possible. At a future meeting the Planning Commission can consider a motion to formally adopt a set of goals of 2019.

#### **Attachments**

1. 2019 Township Board Goals/Action Plan.
2. 2019 Department of Community Planning and Development goals.

G:\Community Planning & Development\Planning\Planning Commission\PC Goals\2018\2018 PC Goals.pc2.docx



# 2019 GOALS ACTION PLAN

---

- A. In conjunction with the Transportation Commission, and Township Board, develop and implement a strategic plan to increase our annual funding for local roads.**
- B. Complete the relocation of the Farmers' Market to the "Marketplace on the Greens" at the Meridian Mall.**
- C. Break ground on redevelopment of Downtown Okemos and Downtown Haslett.**
- D. With the support of the Transportation Commission, and Township Board, finalize and implement a long term funding plan for public transportation. The plan shall include a detailed scope for Redi-Ride services.**
- E. Continue to work to connect the Township's pathway system, including construction of the Okemos Road Boardwalk.**
- F. Work closely with Meridian Mall ownership to strengthen the vitality of the mall's future within our community.**
- G. Develop a plan to fairly negotiate new labor agreements with our seven bargaining groups.**
- H. Complete state accreditation of the Meridian Township Police Department through the Michigan Association of Chiefs of Police.**
- I. Continue to maximize recruiting and networking efforts to achieve increased diversity in our workforce.**
- J. Explore housing options and alternatives to encourage diverse populations and targeted groups to live in the Township.**

**COMMUNITY PLANNING AND DEVELOPMENT  
2019 DEPARTMENT PLAN**

- Redevelopment of Downtown Okemos and Haslett
- Consider adoption of Form Base Code in portions of the Township
- Complete a plan for the review and update of the Master Plan in 2020
- Update and amend the Mixed Use Planned Unit Development ordinance
- Revise the sign ordinance so it is content neutral
- Finish updating all applications used by the Department
- Adopt 2018 International Property Maintenance Code
- Evaluate the need for an additional part-time rental housing inspector
- Streamline the scheduling of mechanical, electrical and plumbing inspections
- Evaluate providing office hours to the City of Mason for reviewing and issuing building permits
- Complete ordinances for Commercial Medical Marijuana Facilities