

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

**February 8, 2021**

**Meeting held virtually using the Zoom web conferencing application**

**7:00 P.M.**

**PRESENT: Commissioners McConnell, Hendrickson, Cordill, Shrewsbury, Premoe, Snyder, and Blumer**

**ABSENT: Commissioners Trezise, and Richards**

**STAFF: Director of Community Planning & Development Mark Kieselbach, Principal Planner Peter Menser, Information Technology Director Stephen Gebes, and Multimedia Producer Samantha Diehl**

**1. CALL MEETING TO ORDER**

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

**2. PUBLIC REMARKS – NONE**

**3. APPROVAL OF AGENDA**

Commissioner Premoe moved to approve the agenda.

Seconded by Commissioner Cordill.

VOICE VOTE: Motion approved unanimously.

**4. APPROVAL OF MINUTES**

A. January 11, 2020 Regular Meeting

Commissioner Shrewsbury moved to approve the minutes.

Seconded by Commissioner Premoe.

VOICE VOTE: Motion approved unanimously.

**5. COMMUNICATIONS**

A. Chair Hendrickson noted one communication item was received and included in the packet.

**6. PUBLIC HEARINGS - NONE**

**7. UNFINISHED BUSINESS**

A. Mixed Use Planned Unit Development (MUPUD) ordinance review.

Principal Planner Menser noted staff has included a first draft of the typed and editable format of the proposed revised Mixed Use Planned Unit Development ordinance in the meeting packet. The proposed revisions and changes are based on past meetings with the Planning Commission and the MUPUD sub-committee. Further discussion is needed on the following concepts: Review Process, Commercial/Non-residential space, Mix of Uses, and Amenities.

Principal Planner Menser mentioned the MUPUD sub-committee will meet on February 11, 2021 to follow up on tonight's group discussion.

Planning Commission Discussion:

- The Review Process is long but necessary and public input provides valuable feedback. The Planning Commission agreed to leave the review process as is.
- Define "mix of uses" and "non-residential" more clearly.
- If commercial space is not filled it could be offered for community/public use or for schools to utilize. For example: a local school art studio until the space is leased out.
- Principal Planner Menser noted the Township does not track commercial space.
- Create a list of amenities based on value, perhaps categorize in columns or use a point system.
- The Climate Sustainability Plan, Tri-County Regional Planning Commission, My Solar Story Group, and Drain Commissioners Office are good resources for gathering ideas to add to the list of amenities.
- Amenities mentioned during the meeting included: rain gardens, electrical vehicle charging stations, solar panels, water quality conservation efforts, and on-site recycling.
- Research amenities from other communities.
- Principal Planner Menser was asked if he could provide a listing of recent MUPUD projects and if those projects asked for additional waivers (relating to density and land uses) so the Planning Commission could evaluate if the waiver criteria is too broad and easy to obtain or should be adjusted.
- Five units per acre is the minimum for a multi-family district and 34 units per acre is the maximum; however, the RCC District has not been requested since the 1970's. (A couple examples are: Knob Hill and The Towar.)

**8. OTHER BUSINESS - NONE**

**9. REPORTS AND ANNOUNCEMENTS**

A. Township Board update.

Principal Planner Menser noted the Planning Commission meeting was cancelled on January 25, 2021 and provided a summary of the Township Board meetings held on January 19, 2021, January 26, 2021, February 2, 2021, and February 16<sup>th</sup>. He also noted the next Township Board meeting will be February 23, 2021.

B. Liaison reports.

- Commissioner Blumer apologized for missing the Downtown Development Authority meeting February 1, 2021 as he thought it was at 7:30 p.m. (and it is 7:30 a.m.)

- Commissioner Cordill provided an update from attending the Corridor Improvement Authority meeting on January 27, 2021.
- Commissioner Snyder provided an update from attending the Transportation Commission meeting on January 21, 2021.
- Chair Hendrickson noted the Zoning Board of Appeals has not met yet in 2021 but a meeting is scheduled for February 24, 2021.
- Commissioner McConnell provided an update from attending the Environmental Commission meeting on February 3, 2021.

**10. PROJECT UPDATES**

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

**11. PUBLIC REMARKS - NONE**

**12. ADJOURNMENT**

Commissioner McConnell moved to adjourn the meeting.

Supported by Commissioner Shrewsbury.

VOICE VOTE: Motion carried unanimously.

Chair Hendrickson adjourned the regular meeting at 8:33 p.m.

Respectfully Submitted,  
Debbie Budzynski, Recording Secretary