



**AGENDA**  
CHARTER TOWNSHIP OF MERIDIAN  
TOWNSHIP BOARD – JOINT MEETING  
August 9, 2021 6:00 pm

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1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
3. ROLL CALL
4. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS
5. APPROVAL OF AGENDA
6. JOINT MEETING WITH TOWNSHIP BOARD & PLANNING COMMISSION
  - A. MUPUD Ordinance Updates Proposed by Planning Commission
  - B. Sign Ordinance Update
  - C. Potential Form Based Code Ordinance
7. COMMENTS FROM THE PUBLIC
8. ADJOURNMENT

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All comments limited to 3 minutes, unless prior approval for additional time for good cause is obtained from the Supervisor.  
Appointment of Supervisor Pro Tem and/ or Temporary Clerk if necessary.

Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Board by contacting:  
Township Manager Frank L. Walsh, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4258 - Ten Day Notice is Required.  
Meeting Location: 5151 Marsh Road, Okemos, MI 48864 Township Hall

Chapter 86. Zoning

ARTICLE IV. District Regulations

DIVISION 4. Other Districts

Section 86-440. Mixed use planned unit development (MUPUD).

- (a) Purpose and intent. The purpose of the mixed use planned unit development (mixed use PUD) section is to create more walkable pedestrian oriented developments by promoting and accommodating developments in rational mixed patterns that respect Meridian Township's transitional land use concept to protect, enhance and preserve natural resources. The second purpose is to encourage rehabilitation of existing structures to include those originally built or partially built before zoning ordinances were adopted, and in such a manner that will maintain traditional urban design to preserve and enhance community resources.

The intent of this section is two-fold.

- (1) Meet Township goals through well planned, integrated, high quality mixed use in redevelopment projects: Enhance health and safety goals by requirements for walkability, pedestrian orientation and high quality, durable, building materials. Increase Township prosperity goals and citizen welfare by appreciated property values which will support necessary public services. Actualize our cultural heritage through citizen pride in creative, new places to walk to, shop at and work in that retain a flavor of Meridian Township's rich history. Enhance diversity goals with new types of residential uses in close-knit community design. Improve our natural environment goal by mixed use redevelopment with incentives for more intensely landscaped buffers and open spaces designed to complement Township parks and green space plans.
- (2) Improve the potential for financially attractive and high quality mixed use projects in the Township while meeting Township goals of a safe, healthy and sustainable community.
  - a. Enhance incentives for investment by the ability to mix residential with **nonresidential** commercial and office uses within the same development.
  - b. Allow flexibility in setback and parking requirements.
  - c. Encourage redevelopment by allowing increases in density in exchange for providing specified community amenities.
  - d. Achieve attractive and commercially successful core areas through cooperative development projects with one or more land owners.
  - e. Encourage mitigation to lessen potential hazards associated with the location of a mixed use PUD such as when adjacent to a railroad.

(b) Definitions.

AMENITY

~~Aesthetic, practical or other characteristics of a development that increase its desirability to a community or its marketability to the public. Amenities may differ from development to development.~~

**Extraordinary project feature that provides usable benefit to both the occupants of the development and general public and reflects scale of facility, building, or place.**

**AFFORDABLE HOUSING**

**Housing in which a household making not more than 80% of the Area Median Income is paying not more than 30% of their gross income for housing costs, including utilities.**

AWNING

A roof-like cover, often fabric, metal, or glass designed and intended for protection from weather or as a decorative embellishment, and which projects from a wall or roof of a structure over a window, walk, door, or the like.

BALCONY

A platform that projects from the wall of a building and is surrounded by a railing or balustrade, for the private use of tenants.

CLOSE-KNIT COMMUNITY

A style of land development advocating smaller, narrower lots, shallower yards and setbacks, smaller and more intensely used spaces, etc. that is less land consumptive than traditional suburban development.

HORTICULTURAL MAINTENANCE PLAN

A written statement documenting the methods to be used to maintain landscaping materials in a healthy condition, free of refuse and debris.

IMPROVEMENT

Alterations to any structure that do not change the intensity of its use, do not increase the gross floor area, height, or bulk of the structure by more than 10%, and/or do not block or impede public access.

MONUMENT SIGN

A freestanding sign, in which the entire bottom (base) is in contact with the ground and is independent of any other structure.

ORNAMENTAL

Something that is either decorative or something that provides aesthetic quality to an object required for other purpose.

#### PEDESTRIAN ORIENTED DEVELOPMENT

Development designed with an emphasis primarily on the street sidewalk and on pedestrian access to the site and building, rather than on auto access and parking areas with design bearing a definite relationship to the human dimension. The building is generally placed close to the street and the main entrance is oriented to the street sidewalk. There are generally windows or display cases along building facades which face the street. A pedestrian oriented neighborhood offers variety in housing clustered around well-defined neighborhood centers which support jobs, **nonresidential commercial** activity, and a range of amenities to sustain lively streets and gathering places. It offers a gradient density from open space to high-intensity **nonresidential commercial** cores. The layout of pathways, streets and transportation corridors minimizes conflict between walking, biking, and driving.

#### REDEVELOPMENT

The process by which an existing developed area is rehabilitated, restored, renovated, expanded and/or adaptively reused. Redevelopment may also mean a site that contains an existing building(s) to be removed with the approval of the mixed use PUD.

#### SIGN PROGRAM

A plan of all signs proposed to be installed in a mixed use PUD project submitted for approval to create a coordinated project theme of uniform design elements such as color, lettering style, size, and placement consistent with the context of the project and its surroundings and the purpose and intent of this section.

#### SUBSTANTIAL IMPROVEMENT

Alterations to any structure that does change the intensity of its use, does increase the gross floor area, height, or bulk of the structure by more than 10%, and/or does block or impede public access.

#### WAIVER

Permission to depart from the requirements or standards of the underlying zoning district **in return for the provision of amenities.**

- (c) Permitted locations and uses.
  - (1) Locations.
    - a. Mixed use PUD shall be permitted in the C-2, C-3, CS, and CR zoning districts, where public water and sewer are available.
    - b. Mixed use PUD shall be permitted in the PO and C-1 districts where public water and sewer are available, provided that when adjacent to land zoned and developed in a single-family residential district, the height of buildings in the mixed use PUD shall be no taller than the abutting residential district would allow.

(2) Uses.

- a. All uses permitted by right and by special use permit in the underlying zoning district or districts where a project includes more than one zoning district, provided that the purpose and intent of this section is incorporated within the total development plan.
- b. ~~Limited commercial~~ **Nonresidential** uses in an underlying PO zoning district.
  1. **All uses allowed in the C-1 (Commercial) and PO (Professional and Office) zoning district by right and by special use permit are permitted in a PO zoned mixed use PUD.** ~~In addition to the uses permitted in the underlying PO zoning district, only the following neighborhood-oriented commercial uses are allowed:~~
    - i. ~~Personal service establishments which perform services on the premises such as, but not limited to, barber or beauty shops, repair shops (jewelry, electronic, shoe, small appliances, etc.), pharmacies, tailor shops, laundries and dry cleaners, with the exception of dry cleaning plants.~~
    - ii. ~~Restaurants and cafes which serve food or beverages. This use shall not include bars and taverns.~~
    - iii. ~~Grocery stores.~~
    - iv. ~~Financial institutions.~~
    - v. ~~Retail merchandise establishments.~~
    - vi. ~~Outdoor seating areas for cafes and restaurants.~~
  2. ~~Commercial development shall not be located in any PO zoned mixed use PUD without approval by the Township Board of the location and general amount of commercial uses shown in the form of a site plan at the time of approval of the mixed use PUD. The request will be evaluated for consistency with the intent of the mixed use PUD ordinance and whether it is harmonious with adjacent sites. The Township Board may approve, approve with conditions, or deny a request in regards to the location and amount of any allowed commercial development in a PO zoned mixed use PUD.~~

- 2.3.** ~~If the Township Board approves the location and/or amount of commercial uses in a PO-zoned mixed use PUD, it may place conditions on the development in order to guarantee consistency with the purpose and intent of the mixed use PUD ordinance, which includes, but is not limited to, providing walkable, pedestrian-friendly communities and ensuring compatibility with surrounding residential neighborhoods on adjacent sites. Conditions may include, but are not limited to, the following subjects:~~
- 3.** If the Township Board approves the location and/or amount of commercial uses in a PO-zoned mixed use PUD, it may place conditions on the development in order to guarantee consistency with the purpose and intent of the mixed use PUD ordinance, which includes, but is not limited to, providing walkable, pedestrian-friendly communities and ensuring compatibility with surrounding residential neighborhoods on adjacent sites. Conditions may include, but are not limited to, the following subjects:
- i. Hours of operation.
  - ii. Total square footage allotted for the **nonresidential commercial** uses.
  - iii. Location, design, and orientation of specific **nonresidential commercial** uses which may locate within the development and their placement in relationship to neighboring uses.
  - iv. Proportion of the development which may be occupied by individual **nonresidential commercial** uses or by all **nonresidential commercial** uses.
  - v. Maximum noise levels emitted.
  - vi. Lighting levels, direction, and timing.
  - vii. Sufficiency of parking.
  - viii. Enhancement of walkability within the development and connectivity to surrounding uses.
  - ix. Landscaping and screening.
- c. Single- and multiple-family residential uses up to a density of 14 dwelling units per acre when developed in conjunction with the redevelopment of an existing building(s) for a use permitted by right or by special use permit in the underlying zoning district and on the same parcel of land. The density may be increased to 18 dwelling units per acre by offering four ~~or more~~ additional ~~unique and extraordinary~~ amenities acceptable to the Township.
- d. Single- and multiple-family residential uses up to a density of 10 dwelling units per acre when developed in conjunction with the development of an undeveloped site for a use permitted by right or by

special use permit in the underlying district and on the same parcel of land.

- e. For mixed-use PUDs within the Okemos Downtown shown on Map 1, ~~and~~ the Haslett Downtown shown on Map 2, **and the Meridian Mall property shown on Map 3**, the Township Board may in its sole discretion approve a higher density per acre of residential dwelling units and an increase in the height of a building based upon the proposed mixed-use PUD complying with the following performance criteria:
1. Architectural design and placement of building(s) on the parcel(s) will be consistent with the architectural standards set forth in the Master Plan, of current adoption, and are to include sustainability and environmental considerations, including, but not limited to, energy usage from renewable energy resources. Achieving Energy Star or LEED Silver standards or better is highly valued.
  2. The building height is no more than four stories above the finished grade. A fifth story may be allowed where there is a minimum of a ten-foot setback for such fifth story from the predominant first-floor facade elevation. Overall height from the finished grade to the top of the wall does not exceed 60 feet. Floor-to-ceiling height is at a minimum of 14 feet for first floor **nonresidential** ~~commercial~~ or office uses, and a minimum of nine feet for all residential and any upper floors, regardless of use.
  3. A parking plan that provides a unified design for any parking structures with the main building through the use of similar building materials, color, and architectural style.
  4. An innovative design including a number of different dwelling unit types, sizes, and floor plans are available within the mixed-use PUD.
  5. The mixed-use PUD provides common areas and/or amenities for residents and the general public, including, but not limited to, gathering spaces, gardens, courtyards, pavilions, pocket parks, swimming pools, exercise rooms, storage rooms, lockers, and covered parking.
  6. The mixed-use PUD promotes nonmotorized and shared (public) transportation by providing convenient access to the public pedestrian/bicycle pathway system and public transportation systems as outlined in the Master Plan.

7. The mixed-use PUD provides opportunities for shared parking, accessways, and driveways with adjoining properties or provides additional parking spaces that may be used by the public.
  8. The mixed-use PUD generally provides ~~commercial~~ **nonresidential** and other nonresidential uses on the ground floor(s), and the development demonstrates a financially viable plan for sustainable ~~commercial~~ **nonresidential** and/or office space usage.
  9. The mixed-use PUD demonstrates how proposed higher density will not negatively impact the character, aesthetics, safety, or welfare of surrounding businesses and neighborhoods.
  10. The mixed-use PUD considers any potential for increased traffic and provides solutions to address the traffic increases.
  11. The mixed-use PUD makes efforts to preserve and use existing structures or provides explanations to justify why such preservation and use is not possible.
- f. Uses may be mixed vertically and/or horizontally.
- g. The mixed use PUD approval shall serve as the special use permit review and approval for any use or other activity requiring special use permit approval in the underlying zoning district, provided the use or other activity requiring special use permit approval is identified before the Township Board approves the mixed use PUD. Any use subject to special use permit review proposed after a mixed use PUD approval must be processed pursuant to the special use permit requirements set forth in Chapter 86, Article II, Division 4 of the Code of Ordinances.**
- 1. The mixed use PUD approval shall serve as the special use permit for any project subject to § 86-658 of the Code of Ordinances; a separate special use permit shall not be required.**
  - 2. A mixed use PUD application to redevelop an existing use previously approved by special use permit shall act as the request to amend the existing special use permit.**



- (d) Phasing. Mixed use planned unit developments may be phased provided each phase incorporates a use permitted in the underlying zoning district **and includes one or more amenities**. Phasing plans shall be evaluated for the proportionality of permitted use(s) to residential use(s). Phasing plans shall be submitted with the original mixed use PUD.
- (e) Amenities.
- (1) Requirements and guidelines.
- a. Every mixed use PUD shall incorporate **at least** one or more amenities.
  - b. Every request for a density bonus shall incorporate **four** ~~one or more~~ amenities in addition to those required by subsection (e)(1)a.
  - c. Waivers from zoning ordinance standards may be granted by the Township Board in exchange for amenities. **For every one waiver requested at least one amenity must be provided.**
  - d. Amenities shall not be combined or counted more than once or counted toward any other requirement of the ordinance.
  - e. ~~When multiple amenities are proposed, multiple criteria categories should be represented.~~
  - f. Amenities shall be visible and/or accessible to the public from a fully improved street, and/or a benefit to the general public.
  - g. One or more amenities must be provided in each project phase, if a phased development is proposed.**
- (2) Criteria. Amenities acceptable for consideration by the Township shall meet one or more of the following criteria:
- a. Type, value, and number of amenities shall be proportionate to the size and/or cost of the project **and the number of waivers requested.**
  - b. ~~Variety of amenity categories represented.~~
  - c. Support of goals expressed in this section, ~~the Township Board policy manual,~~ the master plan, or other applicable adopted plans.
  - d. Consistency and compatibility with the intended use of the site.
  - e. Continuity of design elements.

- f. Appropriate and harmonious with the surrounding area.
- g. Potential to act as a catalyst for improvements to surrounding sites.

(3) ~~Categories listing e~~ Examples of possible amenities. **The following list of amenities is weighted to recognize more substantial project features may fulfill the requirement for multiple amenities. Other amenities not listed below may be considered provided they meet the criteria established in Section 86-440(e)(4).**

- a. **Project features counting as three (3) amenities.**
  - 1. **Activities or technologies listed for Leadership in Energy and Environmental Design (LEED) certification by the U.S. Green Building Council or certification criteria of organizations with similar goals; for example, American Society of Landscape Architects' (ASLA) Sustainable Sites Initiative (SITES) or Society of Environmentally Responsible Facilities (SERF).**
  - 2. **Multilevel parking decks or underground parking.**
  - 3. **A minimum of 20 percent of the total units within the development identified as affordable units.**
  - 4. **Project includes at least 25 percent of the total gross floor area of the building(s) identified for non-residential uses such as retail stores, restaurants, offices, or similar land uses.**
  - 5. **Vertical mixing of land uses for the entire project.**
  - 6. **Project includes unique, high-quality architecture and 75 percent of all facades are covered with natural materials such as brick or stone.**
  - 7. **Dedicated outdoor gathering space in the form of a central green, plaza, or square which is to function as a focal point for the non-residential portion of the mixed use PUD and serve as an area where social, civic or passive activities can take place. This area shall be at least 20% of the building footprint or 5,000 contiguous square feet (whichever is greater) and designed to serve as a visual and functional civic amenity for sitting, viewing, dining, or other similar outdoor activity.**

- b. Project features counting as two (2) amenities.**
  - 1. Any alternative energy system producing at least 50 percent of the energy consumed by the development.**
  - 2. Grey water recycling.**
  - 3. Green roof.**
  - 4. New enhanced public transit stops, when located on or adjacent to property proposed for mixed use PUD. New stop for location not currently served by public transit system, in coordination and with approval from local transit provider. The public transit stop shall include seating, shelter, and other elements approved by a local transit provided.**
  - 5. Public art at 1% of the project cost designed to withstand natural elements and reasonable public contact for at least 10 years.**
  - 6. Interior individual bicycle lockers or a locker banks.**
  - 7. Shared parking where it can be determined that the peak requirements of the several occupancies occur at different times (daily, weekly or seasonally).**
  - 8. Installation of waterless urinals or other low-flow plumbing fixtures throughout project.**
  - 9. A mix of dwelling unit types (such as one, two, or three bedroom units) with no more than 50 percent of one type of dwelling unit provided in the development.**
  - 10. Public outdoor seating plazas adjacent to or visible and accessible from the street including, but not limited to, benches or other outdoor seating not associated with an outdoor cafe.**
- c. Project features counting as one (1) amenity. Only one amenity from this section shall be counted toward the total number of required amenities for a mixed use PUD.**
  - 1. Electric car charging stations. A minimum of five charging stations shall count as one amenity.**
  - 2. Green space exceeding the underlying permeable surface regulation.**

3. **Covered bicycle storage on site.**
4. **Combination of first floor awnings and upper floor balconies adjacent to a public street.**
5. **Street trees installed at a 50% higher density and one inch caliper larger than required by the Code of Ordinances.**
6. **Public recreation resources for active recreation or informal spontaneous recreation such as ball fields, tennis courts, swimming pools, pickle ball courts, or other similar activities. Resources shall be open and accessible to the general public.**
7. **Wireless access points available to the general public.**
8. **Bicycle repair station.**
9. **Sidewalk planters.**
10. **Dedicated parking for e-scooters or other alternative mobility options.**
11. **Decorative streetlights.**
12. **Privately maintained courtyards, plazas, pocket parks, and rooftop gardens and similar features with seating for the public.**
13. **Enhancement of existing public transit stop, when located on or adjacent to property proposed for mixed use PUD. The enhancements shall include the provision of seating, shelter, and other elements approved by a local transit provider.**

a. ~~Conservation:~~

1. ~~Any alternative energy system.~~
2. ~~Grey water recycling.~~
3. ~~Green roofs.~~
4. ~~Electric car charging stations.~~
5. ~~Activities or technologies listed for Leadership in Energy and Environmental Design (LEED) certification by the U.S. Green~~

~~Building Council or certification criteria of organizations with similar goals; for example, American Society of Landscape Architects' (ASLA) Sustainable Sites Initiative (SITES) or Society of Environmentally Responsible Facilities (SERF).~~

~~b. Environment:~~

- ~~1. Significantly increased pervious surfaces.~~
- ~~2. Rehabilitation of degraded sites.~~
- ~~3. Green space exceeding the underlying permeable surface regulation.~~
- ~~4. Rehabilitation of green space designated as links on the greenspace plan.~~
- ~~5. Street trees installed at a 20% higher density or one inch caliper larger than required by the Code of Ordinances.~~

~~c. Accessibility:~~

- ~~1. Transit stops. The addition or relocation of one or more transit stops when supported by a local transit provider.~~
- ~~2. Foot and bicycle pathways and sidewalks that connect with the Township's pedestrian/bicycle pathway system and routes identified in the Township's green space plan via a public right-of-way or public access easement.~~
- ~~3. Covered bicycle storage on site.~~

~~d. Parks, recreation and culture for active and passive activities:~~

- ~~1. Public recreation resources.~~
- ~~2. Public cultural venues.~~
- ~~3. Public art at 1% of the project cost designed to withstand natural elements and reasonable public contact for at least 10 years.~~

~~e. Social interaction:~~

- ~~1. Outdoor gathering spaces or outdoor eating spaces of 300 square feet or more.~~
- ~~2. Public outdoor seating plazas adjacent to or visible and accessible from the street including, but not limited to,~~

~~benches or other outdoor seating not associated with an outdoor cafe.~~

~~3. Privately maintained courtyards, plazas, pocket parks, and rooftop gardens and similar features with seating for the public.~~

~~d. Site and building design:~~

~~1. Underground utilities.~~

~~2. Combination of first floor awnings and upper floor balconies adjacent to a public street.~~

~~3. Porches on any structure.~~

~~4. Multilevel or underground parking.~~

~~5. Ornamental paving treatments for sidewalks and/or parking areas such as, but not limited to, concrete masonry unit pavers, brick, stone or pervious concrete or asphalt.~~

~~6. Innovative lighting.~~

~~7. Sidewalk planters located in the vicinity of sidewalks and/or outdoor seating areas.~~

~~8. Public access to new technology including wireless access points, electronic information displays, excluding unsolicited electronic broadcast information.~~

~~9. Consolidation of multiple land parcels into one to facilitate an integrated design.~~

~~10. Fountain.~~

(f) Design standards.

(1) General restrictions.

a. Except as noted elsewhere in this section, the yard, setback, lot size, type and size of dwelling unit, frontage requirements, and impervious surface regulations and restrictions are generally waived for the mixed use PUD, provided that the spirit and intent of this section, as defined in Subsection 86-440(a) above, are incorporated with the total development plan. The Planning Commission may recommend and the Township Board shall establish all requirements by means of the approval of the planned unit development.

- b. Maximum height in a mixed use PUD shall be no higher than 45 feet, **except for those mixed-use PUDs within Okemos Downtown as shown on Map 1, the Haslett Downtown shown on Map 2, and the Meridian Mall property shown on Map 3.** Exceptions provided in Section 86-591 shall apply.
  - c. Except as stated above, all requirements regarding floodways, floodplains and wetlands in the conservancy district shall apply to the mixed use PUD.
  - d. Metal and portable buildings shall be prohibited.
  - e. Residential uses shall be located as far as possible from railroad tracks.
- (2) Structure.
- a. Building materials generally. Materials **shall** ~~should~~ include, but are not limited to, wood, brick, clapboards, beadboard, glass, and stone. Other materials, such as vinyl, aluminum, and other metal sidings **shall** ~~should~~ be avoided. All buildings shall be completed on all sides with acceptable finishing materials. Any element not specifically mentioned in this section shall otherwise conform to other provisions of the Code of Ordinances.
  - b. Architectural design. Diversity and variety in architecture is encouraged.
    - 1. Architectural design shall be consistent with pedestrian-oriented development.
    - 2. Property owners shall be encouraged to design and construct their building facades so that these improvements relate to and are sensitive to nearby historical features, blend with the facades of adjacent buildings and complement streetscape improvements in the area. Buildings greater than 50 feet in width shall be divided into increments of no more than 50 feet through articulation of the facade.
    - 3. Windows shall cover no less than 50% of nonresidential street level facades.
    - 4. All mechanical, heating, ventilation, and air conditioning (HVAC) and like systems shall be screened from street level view on all sides by an opaque structure or landscape material selected to complement the building.
    - 5. Railings, benches, trash receptacles and/or bicycle racks, if provided, shall be of commercial quality, and complement the

building design and style, subject to the approval of the Director of Community Planning and Development.

- (3) Parking.
  - a. Setbacks for parking areas from the public street, adjoining properties, and when adjacent to residentially zoned properties shall be established during the review process. Consideration should be given to preservation of existing residential neighborhoods and heritage trees.
  - b. The number of required off-street parking spaces shall comply with § 86-755 of the Code of Ordinances, which outlines the schedule of requirements for parking spaces. The Township Board may reduce the number of off-street parking spaces required for a development. The Township Board shall establish a reasonable number of required off-street parking spaces based on the characteristics associated with the property and availability of other sources of parking or the provision of amenities in lieu of parking.
  - c. Parking lots **shall only be permitted in** ~~are encouraged to be on the a side or in the rear~~ **yard of a building. In no case shall a parking lot extend beyond the front façade of a building.**
  - d. Bicycle parking shall be separated from automobile parking ~~in visible locations~~ **and meet the provisions of Section 86-760.**
- (4) Landscaping shall generally comply with the provisions of the Code of Ordinances. Landscaping **shall** ~~should~~ be designed to preserve existing significant natural features and to buffer service areas, parking, or dumpsters; a mix of evergreen and deciduous plants and trees are preferred with seasonal accent plantings to add to the visual appeal of the area. Native plant species are encouraged and a horticultural maintenance plan shall be required. Landscaping shall also comply with other applicable provisions of this section. Maintenance of landscaped areas shall be subject to Subsection 86-758(3) of the Code of Ordinances. Additional landscaping may be required in order to preserve and/or protect adjacent properties.
- (5) Lighting. All outdoor lighting associated with nonresidential and multiple family residential projects in a mixed use overlay area shall conform to Article VII in Chapter 38 of the Code of Ordinances and is subject to the approval of the Director of Community Planning and Development. Street lighting intended to provide illumination for pedestrians on the sidewalk shall not exceed 15 feet in height.
- (6) Signs. Each applicant shall submit a sign program illustrating each proposed sign type, its size and location as part of the project's application materials. The size, number, and location of signs shall be submitted at the same time as



the mixed use PUD project. The Director of Community Planning and Development may be authorized to approve the entire sign program, or any part of the sign program, as part of the site plan review process.

- a. General guidelines.
  1. Signs **shall be** designed to enhance the pedestrian experience, reflect and complement the character of the building, and respect the overall character of the area in an attractive and functional manner ~~are preferred~~.
  2. Signs shall not cover or obscure architectural features of buildings ~~but should be located in logical signable which relate to the pattern of the facade~~.
  3. Signs shall be properly maintained.
  4. Signs or sign faces shall not be changed or installed without a new building permit and in accordance with an approved sign program.
- b. The following sign types are permitted in the mixed use PUD district. Except as indicated below, the number and size of signs shall be approved as part of the project's application for the mixed use PUD approval.
  1. Wall signs, defined as a sign mounted flat against, or painted on the wall of a building (not a window sign) with the exposed face of the sign in the plane parallel to the face of the wall.
    - i. Only one primary wall sign for each business with direct access to a public street shall be permitted.
    - ii. Identification signs are a type of wall sign that fit within an imaginary two square foot rectangle. One identification sign shall be permitted for the business name and/or logo and shall be located on the wall surface adjacent to a tenant's main entry. Restaurants may add an additional two square feet to the rectangle for a menu.
    - iii. Tenant directory signs are a type of wall sign used to identify businesses without direct frontage on a public street. The sign shall be located adjacent to the main entrance to the nonfrontage suites and shall not exceed six feet in height.

2. Canopy or awning signs, defined as a sign incorporated into a canopy or awning. The sign and/or logo on a canopy or awning shall not exceed 30% of the canopy nor shall it be internally lit.
  3. Projecting signs, defined as a sign attached to and projecting perpendicularly from a building wall, excluding canopy or awning signs. One projecting sign per business with direct access to a public street shall be permitted. Projecting signs shall fit within an imaginary six square foot rectangle except projecting signs located under a canopy or first floor eaves or overhang shall fit within an imaginary rectangle with a maximum area of four square feet. The lowest edge of a projecting sign shall be no lower than eight feet above the sidewalk elevation.
  4. Window signs, defined as a sign affixed to the interior or exterior of a window or placed behind a window pane so as to attract attention of persons outside the building. Window signs shall not exceed 40% of the window area, except opaque signs shall be limited to 10% of the window area. Etched glass and similar artistic designs shall not be considered opaque.
  5. Freestanding signs, defined as any sign supported wholly or in part by some structure other than the building housing the business to which the sign pertains, are generally not permitted in the mixed use PUD district. Exceptions for freestanding signs of the monument type may be permitted when a building is set back a minimum of 15 feet from the right-of-way line with the resulting yard set aside for permanent public open space. In such case, the size, location and design of the sign shall be reviewed and approved as part of the overall sign program.
- (7) Sidewalks. Sidewalks shall be a minimum of five feet in width, except in two specific scenarios:
- a. When the sidewalk(s) is immediately adjacent to an outdoor seating cafe, the sidewalk shall be a minimum of seven feet in width to provide additional maneuverability, and
  - b. When the sidewalk(s) is immediately adjacent to an off-street parking area, where vehicles may overhang on the sidewalk, the sidewalk shall

be a minimum of seven feet in width to provide additional maneuverability.

(8) Pedestrian/bicycle pathways. Where a site submitted for mixed use PUD approval is located on a route of the Township's pedestrian/bicycle pathway master plan, construction or reconstruction of the route shall conform to Township standards for pedestrian/bicycle pathways.

~~(9) Noise levels. No noise exceeding 70 dB(A) shall be emitted, as measured from a property line.~~

(g) Procedure.

(1) **Pre-application meeting:** Each applicant shall confer with the **Director** ~~Department~~ of Community Planning and Development regarding the preparation of the mixed use PUD application **prior to submittal**. ~~The general proposal in the form of a conceptualized site plan shall be reviewed by the Director of Community Planning and Development in a preapplication conference prior to submission of the mixed use PUD application. The Director of Community Planning and Development shall furnish the applicant with requirements to the components of the mixed use PUD application.~~ It is not required that any person requesting a preapplication meeting ~~conference~~ be an owner of or holder of an equitable interest in the subject property.

(2) An applicant is urged to meet with owners and occupants of surrounding properties to apprise them of a proposed development, share the physical design, receive comments, and revise the proposal accordingly prior to submitting an official application. The Township will assist by providing property owner and occupant contact information **and attend meetings as deemed necessary**.

(3) Concept plan (optional). A property owner, prospective applicant or their representative may submit a concept plan for review and comment by the Planning Commission and **/or** Township Board.

a. Purpose.

1. To acquaint the Planning Commission and **/or** Township Board with the proposed project.

2. To provide guidance regarding the proposed design's compatibility with the purpose, intent and standards of the mixed use PUD ordinance.

3. To reduce the applicant's time and cost.

b. Submittal requirements.

1. A written request to initiate a concept plan review submitted to the Director of Community Planning and Development.
2. A written summary of the project (amount and type of uses, basis for the design concept).
3. A concept plan drawn to scale containing the following information:
  - i. Boundaries and acreage of the site.
  - ii. Zoning.
  - iii. Adjacent road network.
  - iv. General layout of buildings, interior access roads and unique design elements.
  - v. General location of known features affecting the site layout such as, but not limited to, floodplain, wetlands, woodlands, railroads, drains, rivers or rivers and streams, parkland, etc.
- 4. A list of the amenities proposed for the project, along with descriptions and locations of each.**
- c. Review procedure.
  1. Upon receipt of a written request and other required data and information, the Director of Community Planning and Development shall review the concept plan.
  2. Within 30 days of the date of receiving a complete request the ~~d~~Director shall forward to the Planning Commission and/or Township Board the concept plan and accompanying data along with any written comments from the ~~d~~Director. The Planning Commission and/or Township Board shall ~~concurrently~~ review the concept plan and may offer comments or suggestions on the design. Comments or suggestions made during the review of the concept plan shall not be binding on the Township or the applicant.
- (4) Required data and information for a mixed use PUD.
  - a. A complete application accompanied by the appropriate fee.

- b. A **site plan** map drawn to an engineer's scale of the total property involved, showing its location in the Township and its relation to adjacent property.
- ~~c. A site analysis indicating principal factors which influenced the design, including building elevations and/or architectural documents and plans.~~
- d. A schematic layout of the proposed storm sewer system.
- e. A document generally describing the proposed phasing program for the mixed use PUD, **including** of all dwelling units, ~~non~~**residential** units, recreation and other facilities, and open space improvements.
- f. A reproducible two-foot contour topographic map (~~i.e., sepi, mylar, etc.~~) drawn at the same scale as the site plan and showing the existing relief features on the site.
- g. A sign program.
- h. Natural features study for previously undeveloped properties. **The natural features study shall include a written description of the features to be retained, removed, or modified, and proposed measures to mitigate any negative impacts on the site and adjacent properties. Natural features to be addressed include, but are not limited to, wetlands, significant stands of trees or individual trees greater than 12 inches dbh, floodways, floodplains, water features, identified groundwater vulnerable areas, slopes greater than 20%, ravines, and wildlife habitats, vegetative cover types with potential to sustain significant, or endangered wildlife.**
- i. Traffic study where the project will exceed ~~100~~ **50** vehicle trips during the peak hour of the adjacent roadway.
- j. Building elevations drawn to scale (in color).
- k. The developer shall provide the Township with copies of comments from other reviewing agencies, such as:
  - 1. The Ingham County Road **Department** ~~Commission~~.
  - 2. The Ingham County Drain Commissioner.
  - 3. Michigan Department of Transportation (if applicable).

4. Michigan Department of **Environment, Great Lakes, and Energy** Environmental Quality (if applicable).
  5. ~~Township Environmental Commission (if applicable).~~
  6. Township Engineering Department.
  7. Township Fire Department.
  8. ~~The appropriate School Board (if applicable).~~
- l. The developer shall provide proof of property ownership, or a letter from the owner authorizing the request and proof of property ownership from the author of the letter.
  - m. A list of the amenities proposed for the project, along with descriptions and locations of each.**
  - n. A list of the waivers requested for the project, along with descriptions, dimensions, and locations of each, as well as justification or reasons why each waiver is being requested.**
- (5) Hearing. Upon submittal of a complete application, the Planning Commission shall hold a public hearing.
- a. Notice of public hearing. Notices shall comply with the provisions outlined in Subsection 86-65(b) of the Code of Ordinances.
- (6) Planning Commission decision. Following the public hearing, the Planning Commission will make a decision on whether to recommend approval of the request, recommend approval with conditions of the request, or recommend denial of the request, to the Township Board. The Planning Commission shall recommend approval, modification, or denial, to the Township Board, within ~~60~~**30** days of the date the planned unit development was placed on the commission's agenda ~~and shall within said 60 days, report its action to the Township Board.~~ The **30** ~~sixty~~-day period may be extended if the applicant consents.
- (7) Township Board decision. After receiving a recommendation from the Planning Commission, the Township Board shall conduct a public hearing which shall be preceded by notice as specified in the preceding subsection (e)(3). Following the public hearing, the Township Board shall make a determination to approve, modify, or deny the request. The Township Board shall approve, modify or deny the planned unit development within 30 days of the date the planned unit development was placed on the board's agenda. The **30** ~~thirty~~-day period may be extended if the applicant consents.

- (8) Site plan review. Upon approval by the Township Board of the mixed use PUD, the developer shall submit a complete application to the Department of Community Planning and Development for site plan review, as outlined in the Code of Ordinances. The site plan review process shall be subject to the standards outlined in Chapter 86 of the Code of Ordinances.
  - (9) Any condition imposed upon a mixed use PUD shall be part of the record and remain unchanged, unaltered, and not expanded upon, except with the mutual consent of the Township and the landowner. The Township shall maintain a record of conditions which are changed.
- (h) Effect of issuance.
- (1) Effective date. The effective date of an approved mixed use PUD shall be the date of the Township Board decision.
  - (2) When a mixed use PUD becomes void. If construction related to the mixed use PUD has not commenced within ~~four~~ **two** years after the effective date, approval shall be void, except one ~~two~~ **one**-year extension may be considered if a written request is submitted to the Department of Community Planning and Development prior to the expiration date.
  - (3) Extension of a phased mixed use PUD. Once the first phase of a multi-phased mixed use PUD is under construction, the Township Board may grant a ~~two~~ **one**-year extension for future phases if a written request is submitted to the Department of Community Planning and Development prior to the current expiration date. Provided construction progresses on subsequent phases, the Township Board may grant additional ~~two~~ **one**-year extensions if a written request is submitted to the Department of Community Planning and Development prior to the most recent expiration date.
- (i) Amendments.
- (1) Generally. The property owner may apply for an amendment in writing to the Director of Community Planning and Development. The director shall make a determination as to whether a proposed amendment constitutes a major or minor amendment to the original planned unit development.
  - (2) Major amendments. A major amendment shall have a significant impact on the mixed use PUD and the conditions of its approval, which shall include, but not be limited to:
    - a. Building additions located outside a building envelope as shown on the approved mixed use PUD site plan.
    - b. Building additions that reduce any setback shown on the approved mixed use PUD site plan.

- c. ~~Building additions in excess of 2,000 square feet for buildings under 20,000 square feet in gross floor area or 10% of an existing building over 20,000 square feet in gross floor area.~~
  - d. Expansion of a use that results in an additional **25** ~~100~~ or more vehicle trip ends during the peak hours.
  - e. ~~Addition of land to the mixed use PUD equal to or more than 20,000 square feet for existing sites less than 40,000 square feet in area or two times the original site size for sites over 40,000 square feet.~~
  - f. Expansion of a use that ~~anticipates a 10% or greater increases~~ **in** required off-street parking.
  - g. Any addition to a legal nonconforming site.
  - h. Any addition of 50 or more residential dwelling units to the mixed use PUD.**
  - i. Any reduction in non-residential space in a building(s) by 25 percent of the usable floor area or greater.**
- (3) Minor amendments. All amendments not deemed to be major amendments by the Director of Community Planning and Development shall be considered a minor amendment.
- (4) Process to amend a mixed use PUD.
- a. Major amendments shall follow the same procedure set forth in this section for new applications, including, but not limited to, submitting an application and fee, **but review and a decision on the amendment shall be limited only to the Township Board.**
  - b. Minor amendments. The Director of Community Planning and Development shall initiate the following review process:
    - 1. Application. An application for an amendment to a mixed use PUD shall be submitted to the Director of Community Planning and Development.
    - 2. Fee. A fee shall be paid at the time of filing the application in the amount established in the schedule of fees adopted by the Township Board.
    - 3. Hearing. Upon submittal of a complete application, the Director of Community Planning and Development shall hold a public hearing.



- i. Notice of the public hearing. Notices shall comply with the provisions outlined in Subsection 86-65(b) of the Code of Ordinances.
  - ii. Director of Community Planning and Development decision. Following the public hearing and after adequate review and study of the application, the Director of Community Planning and Development shall make a decision to approve, approve with conditions or deny the minor amendment request within ~~6~~ 30 days of the public hearing date. The sixty-day period may be extended if the applicant consents.
4. Site plan review. Upon approval of a minor amendment by the Director of Community Planning and Development, the applicant shall submit a complete site plan review application to the Department of Community Planning and Development, as outlined in Chapter 86 of the Code of Ordinances.
5. Any condition imposed upon a minor amendment to a mixed use PUD by the Director of Community Planning and Development shall remain unchanged, unaltered, and not expanded upon, unless the change is reviewed and authorized by the Director of Community Planning and Development.
- c. Appeal. An aggrieved person may appeal the decision of the Director of Community Planning and Development to the Township Board in accordance with § 86-188.
- (j) Enforcement. The provisions of this article shall be enforced in the manner provided elsewhere in this Code of Ordinances. Any development that is not otherwise in conformance with these regulations shall not be approved.

**Section 86-446 Form Based Code Districts NEW**

A. Purpose and Intent

The purpose of this Form-Based Code (FBC) is to establish specific building and architectural styles to create a more walkable, pedestrian-friendly, and transit-supportive mixed-use environment that is harmonious along designated commercial corridors to align with the goals and objectives of the Meridian Township Master Plan. In order to maintain or create traditional urban design and to preserve and enhance community character, this FBC places a primary emphasis on placemaking (physical form and character) and a secondary focus on land uses. The FBC provides flexibility to development through parking and dimensional requirements, BUILDING FORM STANDARDS, STREET-SPACE provisions, unique setback requirements, height bonuses when certain amenities are included, and is overall more efficient through the development submittal process. The Form District Design Guidelines were created as a companion document to the FORM DISTRICT. These guidelines serve as a design tool for redevelopment to ensure that the standards and intent of the FORM DISTRICT are met regarding architecture, signage, lighting, streetscape, landscaping, and street design.

B. Definitions

The following terms are defined for the purpose of the FORM DISTRICTS. Terms not defined here may be defined elsewhere in the Zoning Ordinance. In such case, the definition contained in the Zoning Ordinance shall be used. Certain terms in these districts are used in very specific ways, often excluding some of the meanings of common usage. Where there is an apparent conflict or contradiction, the definition herein shall prevail.

**AWNING.** A cantilevered, projected or suspended cover over the sidewalk portion of the STREET-SPACE, or a roof like covering, usually of canvas, metal, or similar material and often adjustable, placed over the sidewalk, windows, or doors to provide protection from sun and rain. It is distinguished from a canopy because it is not permanent, nor a structural portion or architectural feature of the building and does not support substantial weight.

**BALCONY.** An exterior platform attached to the upper floors of the building FAÇADE.

**BAY WINDOW.** Generally, a U-shaped enclosure extending the interior space of the building outward of the FAÇADE (along its STREET-SPACE side).

**BLOCK.** An increment of land comprised of lots, common drives, and tracts circumscribed and not traversed by streets (pedestrian pathways exempted). BLOCKS are measured at the required front yard setback.

**BUILDING FORM STANDARDS .** The part of these district standards that establish basic parameters regulating building form, including the building envelope, placement on the lot, building height, and certain permitted and required building elements, such as storefronts and BALCONIES.

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**CLEAR HEIGHT.** Within a structure, the habitable distance between the floor and ceiling. For entrances and other external building features, the unobstructed distance from the ground/sidewalk to the lowest element above.

**CLEAR SIDEWALK.** An area within a STREET-SPACE, the portion of the sidewalk that must remain clear of obstructions and allow public passage. In the Grand River Avenue Form District, the CLEAR SIDEWALK width shall be 5' minimum.

**COMMERCE.** See USE, COMMERCE.

**COMMON LOT LINES.** Lot lines shared by adjacent ~~private~~ lots.

**CONSERVATION LANDS.** Areas that are not developable due to environmental constraints or easements, such as floodplains, wetlands, steep topography, wildlife preserves, etc.

**DIRECTOR OF COMMUNITY PLANNING AND DEVELOPMENT (DIRECTOR).** The Meridian Township staff member appointed as the lead administrator for the Community Planning and Development department.

**DOORYARD.** The area within the STREET-SPACE, extending across the entire width of the lot, between the FAÇADE of the building and the CLEAR SIDEWALK portion of the sidewalk, which may be paved or planted, depending on the Street Type Specification designation.

**FAÇADE (Building Face).** The building elevation facing the STREET-SPACE. Building walls facing private interior courts, COMMON LOT LINES, and SHARED DRIVES are not FAÇADES (they are elevations).

**FENESTRATION.** Openings in a wall, including windows and doors, allowing light and views between the BLOCK and/or building interior (private realm) and sidewalk and/or street exterior (PUBLIC REALM).

**FORM DISTRICT (FORM DISTRICTS).** A designated area of land for which there are specific regulations governing USE, BUILDING FORM STANDARDS, building placement, architectural elements and related development aspects.

**FRONT PORCH.** The ground floor platform attached to the FAÇADE side of the ~~main~~ building.

**GARDEN WALL.** A masonry wall defining a property line or delineating a private area. (For height and gate specifications, see the BUILDING FORM STANDARDS). **GARDEN WALLS shall be designed to complement the architecture of the building/property.**

**GROUND STORY.** The first habitable level of a building at or above grade. The next STORY above the GROUND STORY is the second floor or STORY.

**KNEE WALL ?**

**MUNTIN.** A strip of wood or metal separating and holding panes of glass in a window, less than 1" in thickness. MUNTINS divide a single window sash or casement into a grid system of small panes of glass.

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**PRIVACY FENCE.** An opaque fence along common drives, pedestrian pathways, and COMMON LOT LINES. See the BUILDING FORM STANDARDS for height and placement specifications and the Form District Design Guidelines for material and configuration standards.

**PUBLIC REALM (STREET-SPACE).** All space between fronting building FACADES, including streets, squares, plazas, parks, pedestrian pathways, sidewalks, parks, and transit service operator passenger platforms, but not within garage entries or common drives.

**REGULATING PLAN.** The implementing plan for development within the FORM DISTRICT.

**REGULATING PLANS** designate the BUILDING FORM STANDARDS. The REGULATING PLAN also shows how each site relates to adjacent STREET-SPACES, the overall district, and the surrounding neighborhoods.

**SHARED DRIVE.** The public right-of-way or easement for vehicles and pedestrians within a block that provides service access to the rear or side of properties, vehicle parking (e.g., garages), loading docks, utility meters, recycling containers, and garbage bins.

**SHARED PARKING.** Automobile parking that is visible and accessible to the public for a minimum portion of each day.

**STOOP.** An entry platform on the FAÇADE of a building. (See the BUILDING FORM STANDARDS for specifications.)

**STORY.** That space within a building and above grade that is situated between one floor level and the floor level next above, or if there is no floor above, the ceiling or roof above.

**STREET-SPACE (PUBLIC REALM).** All space between fronting building FACADES, including streets, squares, plazas, parks, pedestrian pathways, sidewalks, parks, and transit service operator passenger platforms, but not within garage entries or common drives.

**TREE LAWN.** A continuous strip of soil area—typically covered with grass, other vegetation, bridging pavement, or sometimes porous pavers—located between the back of curb and the CLEAR SIDEWALK and used for planting street trees and configured to foster healthy street tree root systems.

**USE, COMMERCE.** For the purpose of the FBC districts, COMMERCE USES shall be considered to encompass all by-right and conditional uses permitted in the following Meridian zoning districts: Commercial (C1, C-2, C-3), Professional and Office (PO), and Research Park and Office Park (RP), unless expressly prohibited herein.

**USE, RESIDENTIAL.** RESIDENTIAL USES shall be considered to encompass all of the uses allowed by-right in the residential zoning districts as defined in the Meridian Zoning Ordinance.

**USE, RETAIL.** Includes the following:

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RETAIL SALES. Establishments wherein the primary use is the sale of merchandise for use or consumption by the immediate purchaser.

RETAIL SERVICE. Establishments providing services, as opposed to products, to the general public, including restaurants, hotels and motels, finance, real estate and insurance, travel agencies, health and educational services, and galleries; as well as personal services as defined in the Meridian Zoning Ordinance.

C. Administration

1. Applicability

The Meridian Township Form Based Code applies to all properties located within an overlay district identified on a REGULATING PLAN and the Township zoning map. In FBC, all requirements of the Meridian Township Zoning Ordinance shall apply, except as modified by this Section. When applying the regulations of the FBC or the specific FORM DISTRICT, if regulations elsewhere within this ordinance conflict or appear to conflict with the regulations in this Section, the regulations of this Section shall apply.

Nothing contained within this Section shall be construed to relieve a person from any requirements, duties or obligations imposed by applicable sections of the Meridian Township Code of Ordinances, including those sections regulating CONSERVATION LANDS, or as otherwise imposed under state or federal law.

*NEED EXAMPLE DIAGRAM*

2. Permitted Uses

Uses are grouped into broad categories. Permitted uses by BUILDING FORM STANDARD and FORM DISTRICT are shown in TABLE 1.

3. Permitted Use Table

a. Table 1:

FORM DISTRICT: Grand River Avenue Form District

Use	By Right	Conditional
Banks, credit unions, savings and loan establishments	X	
Instructional centers (see, section 86-403 (c) (2))	X	
Offices of professionals licensed by the State of Michigan (see, section 86-403 (c) (3))	X	
Offices	X	
Personal Service Establishments (see, section	X	

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86-403 (c) (5))		
Restaurants or other Eating Establishments, for on premise consumption, excluding drive-thru restaurants (see, section 86-403 (c) (6))	X	
Retail Food Establishments, for off premise consumption, excluding drive-thru restaurants	X	
Retail Merchandise Establishments	X	
Health and Physical Fitness Establishments	X	
Child Care Centers (see, section 86-403 (d) (1))		X
Adult Care Centers (see, section 86-403 (d) (2))		X
Small Animal Veterinary Clinics (see, section 86-403 (d) (3))		X
Temporary Outdoor Uses (see, section 86-403 (d) (4))		X
Churches or Similar Places of Worship	X	
Libraries, Post Offices and similar Public Service Buildings	X	
Social Clubs	X	
Theaters, Auditoriums and Concert Halls	X	
Bars, Taverns, Lounges and Brewpubs (see, section 86-404 (d) (1))		X
Accessory Structures (see, section 86-405 (c) (2))	X	
Athletic Clubs and Health Spas (see, section 86-405 (c) (3))	X	
Building Supply and Hardware Stores	X	
Funeral Homes and Mortuaries, excluding Crematoriums	X	
Hospitals and Medical Clinics	X	
Indoor Recreation Establishments (see, section 86-405 (c) (8))	X	
Motor Vehicle Sales and Service (see, section 86-405 (c) (9))	X	
Museums and Art Galleries	X	
Publishing Services (see, section 86-405 (c) (12))	X	
Manufacturing and Processing Establishments (see, section 86-405 (d) (2))		X
Open Air Businesses (see, section 86-405 (d) (3))		X
Public and Private Utility Structures (see, section 86-405 (d) (4))		X
Offices of Architects, Engineers, Urban Planners, Artists and others Employed in the Graphic Arts	X	
Offices of Executive, Administrative, Legal, Writing, Clerical, Accounting, Insurance and Similar Enterprises	X	
Research Labs (see, section 86-432 (b) (5))	X	

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Prototype Production Facilities (see, section 86-434 (b) (2))	X	
Production, Processing, Storage and Distribution Facilities (see, section 86-434 (b) (3))	X	

- b. All drive-through establishments, including, but not limited to, restaurants, banks, and pharmacies, shall require Special Use approval per Article II, Division 4 of the Meridian Zoning Ordinance.
- c. Buildings proposed to exceed 25,000 square feet in floor area do not require Special Use approval. BUILDING FORM STANDARDS and the review and approval requirements of this Section shall apply to such buildings.

4. Use Determination

- a. The ~~Community Planning & Development~~ DIRECTOR is responsible for categorizing all land uses. If a proposed use is not listed in a use category (by right or conditional) but can be said to be reasonably similar in impact on a FORM DISTRICT to a listed use, the DIRECTOR shall treat the proposed use as a use under that category. If a proposed use is not listed in a use category, and is fundamentally different from any other listed use, the use shall be prohibited.
- b. Uses not specifically listed: When determining whether a proposed use is similar to a permitted use, the DIRECTOR shall consider the following criteria: 1) the actual or projected characteristics of the proposed activity in relationship to the stated characteristics of each use; 2) the types of vehicles used and their parking and or loading requirements; 3) the likely impact on surrounding properties; 4) the intent of the FORM DISTRICT.
- c. Special Use Permit: If the site has an approved Special Use Permit, than no additional Special Use Permit is required for an additional use or building on the site, unless a new use is classified as a Special Use in ~~602~~ in this Section or if the existing use is proposed to change to another special use (refer to Article VI of the Meridian Zoning Ordinance; Special Use Requirements and Restrictions).

D. Plan Review and Approval

1. Site Plan Review

- a. Except as otherwise provided in this subsection, development requiring Site Plan Review shall follow the Site Plan Review process set forth in Article II, Division 5 of the Meridian Zoning Ordinance and shall meet the standards described below in Section 86-447, Building Form Standards. Site plan application requirements and

the payment of corresponding fees is required as provided in Article II, Division 5.

- b. Information available on any existing or foreseen environmental issues per the Meridian Zoning Ordinance Section 86-156 Review Criteria shall be provided. Building placement requirements may be reconfigured by Community Planning & Development staff if the presence of a flood plain or wetland on the parcel prohibits development envisioned by the FBC.
  - c. In addition to the Site Plan Review process, for redevelopment projects or those seeking height bonuses where a public hearing is not required, the applicant is encouraged to host a public workshop with adjacent neighbors or neighborhood to provide information on the proposed development and seek input. This should typically be held before submittal of an application, but following a pre-application meeting to obtain input from the ~~Community Planning & Development~~ DIRECTOR.
  - d. Approvals are obtained from the DIRECTOR of ~~Community Planning & Development~~, depending upon the nature of the proposed construction or use. Where this Section allows the DIRECTOR to grant a modification or waiver to a specific requirement, such authority shall be based upon the standards provided in that section or subsection. Decisions made by the DIRECTOR under this Section may be appealed to the Zoning Board of Appeals (ZBA) per Article II. Variances to the requirements of this Section may only be granted by the ZBA per Article II.
  - e. Activities and uses that are exempt from site plan approval still require a building permit. All construction or building modification is subject to Township building permit requirements of the Building Division.
2. Traffic Impact Study
- a. A traffic impact study is required where a new use, a change in an existing use, or the expansion of an existing use, is expected to generate 100 or more directional trips in a peak hour, based on the current edition of the ITE Trip Generation Manual. The typical study includes an evaluation of site access points and nearby signalized intersections including current conditions, impacts associated with the development, and the mitigation needed to address those impacts.
  - b. The ~~Community Planning & Development~~ DIRECTOR may reduce the extent of the required traffic study to address just the operations at the site access points in consideration of the following:



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1. The development includes a mixture of uses to reduce traffic trips (refer to the methodology for trip reduction factors in the ITE Trip Manual and Handbook).
2. Non-motorized amenities are provided to promote travel options as an alternative to driving a vehicle such as: upgraded bike parking beyond what is required (such as covered or indoor parking, bicycle repair station, showers for commuters, etc.); transit amenities, such as shelters or seating, endorsed by the Capital Area Transportation Authority (CATA); the employer offering a program to encourage non-automotive travel such as bus passes to employees or incentives to walk, bicycle, or use transit.
3. Existing nonconforming driveways are closed to improve safety for all types of travel.
4. Other site amenities or programs similar to the above.

3. Modifications to Approved Site Plans

- a. Upon application and payment of the fee in the amount established in the schedule of fees adopted by the Township Board, modifications to an approved site plan may be granted by the ~~DIRECTOR of Community Planning & Development~~, provided that such changes conform to the provisions of this Section and all other Township, county, state, and federal laws and regulations.

E. Regulating Plans

1. Purpose and Intent

- a. A REGULATING PLAN is the controlling document and principal tool for implementing the FORM DISTRICT.
- b. The REGULATING PLAN establishes the FORM DISTRICT development standards by:
  1. identifying the boundaries of the district;
  2. laying out a specific street and BLOCK configuration, including new streets; and
  3. designating the BUILDING FORM STANDARDS for each STREET-SPACE (BUILDING FORM STANDARDS are regulated in Section 86-447, Building Form Standards);

2. Instructions for using REGULATING PLAN

- a. Verify on the Township Zoning Map if the property is located within a FORM DISTRICT. If property is located in FORM DISTRICT, check the REGULATING PLAN. Note the color of the fronting STREET-

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SPACE - this color determines the applicable BUILDING FORM STANDARD (see the key located on the REGULATING PLAN).

- b. Find the property on the REGULATING PLAN and determine the applicable BUILDING FORM STANDARD. Determine whether the use is allowed by checking the Permitted Use Table in Section 86-446(c)(3).
  - c. The applicable BUILDING FORM STANDARD and regulations pertaining to parking, building materials, and permitted building uses that apply to all properties located in FORM DISTRICTS are listed in Section 86-447, Building Form Standards. The FORM DISTRICT will have specific parameters for development in terms of height, placement, elements, and use.
  - d. See Section 86-446(d) for information on the development review process.
3. Expanding district or amending regulating plan
- a. Amendments to the adopted REGULATING PLAN, including the contents of the ordinance or expansion of a FORM DISTRICT shall meet all the criteria of this chapter and will require a text amendment or rezoning depending on the scope of the changes. Amendments may be initiated by site owner or developer request in accordance with Section 86-92 of the Meridian Zoning Ordinance.
4. Connectivity
- a. A high level of connectivity is desired to provide people with ample opportunity to walk, bicycle, or travel by vehicle without a need to drive for short trips. As sites redevelop, this connectivity shall be provided through an internal transportation network that links to the existing or planned non-motorized systems, and to existing local streets. New connections between sites should be provided as shown on the REGULATING PLAN including new streets, rear service drives, links between parking lots, and non-motorized pathways. The locations shown are flexible and may be aligned in a different manner provided the goal for connectivity is met. These street connections may be public streets that meet the standards of the Ingham County Roads Department or private roads that meet the requirements of Meridian Township.

**Section 86-447 Building Form Standards NEW**

**A. Purpose**

1. The BUILDING FORM STANDARDS establish the rules for development and redevelopment on private lots. They also set the basic parameters governing building form, including the building envelope and certain

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required or permitted functional elements, such as FENESTRATION (windows and doors), STOOPS, BALCONIES, and FRONT PORCHES. A REGULATING PLAN identifies the applicable BUILDING FORM STANDARD(s) for all parcels within a FORM DISTRICT. The goal of the BUILDING FORM STANDARDS is the creation of a vital and coherent PUBLIC REALM through the creation of good STREET-SPACE. The form and function controls on building frontages work together to frame the STREET-SPACE while allowing the buildings great flexibility behind their FAÇADES.

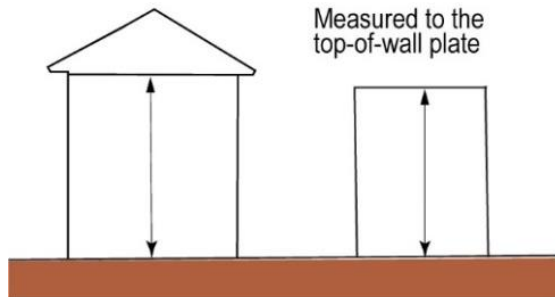
**B. General Provisions**

The following apply throughout the FORM DISTRICTS, to all BUILDING FORM STANDARDS, unless expressly stated otherwise within an individual FORM DISTRICT or otherwise designated on the REGULATING PLAN.

**1. Height**

- a. The height of all buildings is measured in STORIES, with an ultimate limit in feet, measured from the average fronting sidewalk elevation to the top of the wall plate. (See figure A)

*FIGURE A*



- b. The required minimum building height designated in each BUILDING FORM STANDARD shall be satisfied at the front building FAÇADE back to a minimum depth of 30 feet.
- c. The GROUND STORY finished floor elevation requirements are measured from the average fronting sidewalk elevation at the front building FAÇADE.

**2. Placement**

- a. Front, side and rear lot setbacks, where required, are specified in the individual FORM DISTRICT.
- b. No part of any building may be located forward of the minimum front setback except overhanging eaves, AWNINGS, shop fronts, BAY WINDOWS, STOOPS, steps, or BALCONIES. STOOPS and steps shall

not be located within a 5' minimum CLEAR SIDEWALK area. Handicapped ramps, approved by the ~~Community Planning & Development~~ DIRECTOR, may be located within the DOORYARD.

3. Elements

a. Fenestration

1. FENESTRATION is regulated as a percentage of the FAÇADE between floor levels. It is measured as glass area (including MUNTINS and similar window frame elements with a dimension less than one inch) and/or open area within the wall.
2. Blank lengths of wall exceeding 25 linear feet are prohibited on all FAÇADES below their 3rd STORY.
3. At least one functioning entrance shall be provided along each GROUND STORY FAÇADE.
4. Windows shall not direct views into an adjacent ~~private~~ lot where the COMMON LOT LINE is within 20 feet.

b. Storefronts

1. Where GROUND STORY storefronts are provided, the following regulations shall apply:
  - i. Single panes of glass shall not be permitted larger than 11 feet in height by 6 feet in width.
  - ii. GROUND STORY windows may not be made opaque by window treatments (excepting operable sunscreen devices within the conditioned space). A minimum of 80% of the window surface shall allow a view into the building interior for a depth of at least 15 feet.
  - iii. Storefront fenestration shall be 60 to 90% of the FAÇADE of an individual building.
  - iv. The maximum width of the storefront shall be 60 feet.
  - v. The minimum clear height of an awning at a storefront shall be 10 feet.

c. Façade Projections

1. GROUND STORY AWNINGS shall have a minimum 10-foot CLEAR HEIGHT above the sidewalk and a minimum five-foot depth, measured from the FAÇADE. The maximum depth is to back-of-curb or the TREE LAWN edge, whichever is less.

2. BALCONIES shall not be located within 2 feet of any COMMON LOT LINE and shall not encroach into the public right-of-way. BALCONIES may be a single level or multiple BALCONIES stacked vertically for multiple STORIES.
  3. BAY WINDOWS shall have an interior clear width of between four and eight feet at the main wall and shall project no more than 42 inches into the setback.
  4. STOOPS and FRONT PORCHES:
    - a. Shall not encroach into the CLEAR SIDEWALK.
    - b. FRONT PORCHES may be screened (insect screening) when all architectural elements (columns, posts, railings, etc.) occur on the outside of the screen facing the STREET-SPACE
    - c. Finished floor height shall be no more than 8 inches below the first interior finished floor level of the building.
- c. Pedestrian, Bicycle, and Transit-Friendly Design
1. Emphasis shall be placed on enhancing the overall walkability and safety of the area through appropriate pedestrian, bike, and transit accommodations and streetscape improvements. Refer to the Grand River Avenue Design Guidelines for guidance on the design of the streetscape, landscaping, transit amenities, streets, and open space areas.
  2. A pedestrian crosswalk and sidewalk of a minimum of 5 feet wide (min 7 feet when adjacent to parking to accommodate vehicle overhang) shall be provided in parking lots that provides a direct connection from the street side non-motorized path or sidewalk to the entrance of the building.
  3. The crosswalk or path within a parking lot shall be clearly delineated with striping or use of other non-slip materials that contrast with parking lot's primary material.
  4. Appropriate yield, crosswalk markings or traffic calming design elements shall be provided to indicate where pedestrians are crossing vehicular aisles in a parking lot.
  5. Bus stops and/or connections and amenities that support use of transit, are encouraged with the endorsement of CATA. Any bus stops shall be located at a place that provides a convenient pedestrian crossing of the adjacent street.

6. All sites shall meet the Bicycle Parking standards per Section 86-760 of the Meridian Zoning Ordinance.

d. Access Management

1. As redevelopment occurs, existing driveways that do not meet current standards should be removed or redesigned, to the extent practical, as determined by the Township. These changes should be a priority to improve safety for all types of travel, traffic flow, and the overall appearance of the district. In particular, elimination of access points are a priority where close to signalized intersections or where there is a poor offset spacing from driveways on the opposite side of the road. Shared access may be required with adjacent sites where the driveway spacing standards cannot be met. Additionally, if there is a rear access drive located on an adjacent lot, then the development shall provide a connection to that rear drive. Easements shall be provided for shared access with adjacent sites or cross circulation between adjacent parking lots.

2. Access points for new driveways shall meet the Township's standards described in Section 86-441, the Grand River Avenue Corridor Access Management Overlay District, the standards of the Michigan Department of Transportation (MDOT), or the standards of the Ingham County Roads Department, as applicable.

C. Parking

1. Intent

These FORM DISTRICT standards are intended to:

a. Promote a "park once" environment with walkable nodes that will enable people to conveniently park and access a variety of commercial and residential enterprises in pedestrian-friendly environments by encouraging SHARED PARKING.

b. Reduce fragmented, uncoordinated, inefficient, reserved single-purpose parking.

c. Provide flexibility **to reduce the amount of required parking spaces and minimize visibility of parking areas** ~~for redevelopment of sites.~~

d. Increase ~~visibility and~~ **broad public access to** ~~accessibility of publicly~~ available parking.

2. On-Site Vehicle Parking and Location

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- a. Vehicle parking shall be set back a minimum of 8 feet behind the front building FAÇADE. The setback shall incorporate a landscape buffer.
  - b. Parking may occur forward of the parking setback if:
    1. Interior: It is completely within the building envelope; the parking floor level is at least five feet below grade; and FENESTRATION is not greater than 20%.
    2. Exterior: The required parking setback may be reduced to 5 feet behind the front building FAÇADE if a masonry GARDEN WALL ~~a minimum of~~ 3 feet in height is provided.
  - c. Any portion of a parking structure within 30 feet of a building constructed under this code shall not exceed that building's primary ridge or parapet height.
  - d. A rear yard landscape buffer a minimum of 20 feet in width is required when parking is adjacent to a residential district.
  - e. A rear yard landscape buffer a minimum of 15 feet in width is required when adjacent to a non-residential district.
3. Minimum Parking Requirements
- a. Parking requirements shall be regulated by Section 86-755 but with the following exceptions. The reduction in the number of parking spaces is based on an anticipated shift from single-occupant vehicle travel to walking, bicycling, transit, and car share services often associated with the mixture of uses within compact walkable areas consistent with the FBC.
  - b. If SHARED PARKING is provided as described in 86-753, the combined amount of parking required is reduced by up to 20% as determined by the ~~DIRECTOR of Community Planning & Development~~ based on the applicant demonstrating the combined peak hour utilization of the uses will not exceed ~~85~~ 80% of the parking supply on a typical day.
    1. This ~~percentage~~ **reduction** may be increased by up to 40% if the applicant provides information to demonstrate a maximum of ~~85~~ 80% of parking available is expected to be occupied during peak periods and the development features/~~the~~ elements described in Section 86-447(c)(3)(c) below.
    2. The ~~DIRECTOR of Community Planning & Development~~ may require a parking study by a qualified professional using accepted sources and methodology.

3. In addition, the DIRECTOR of ~~Community Planning & Development~~ may require an additional parking area be “banked” for future use if the anticipated SHARED PARKING is inadequate or if a use change to one that requires significant additional parking is made.
- c. The DIRECTOR of ~~Community Planning & Development~~ may reduce the required parking further, as noted above, if the applicant demonstrates that on-site parking demand will be reduced through amenities and programs that will shift travel from single occupant vehicles to other modes of travel such as:
  1. Provision of a bus stop with amenities such as a shelter, shade trees, and other design features endorsed by CATA.
  2. Incentives for employees to use transit, such as free transit passes or other programs endorsed by CATA.
  3. Site design elements that promote walking and bicycling, such as bike racks by building entrances (in an amount higher than that required under Article XIII Of-Street Parking & Loading), indoor bicycle parking, and other facilities for those who travel by bicycles.
  4. Other proposed transit amenities as determined appropriate by the DIRECTOR.
- d. Parking Requirements by Use:
  1. Residential
    - a. 1.25 parking spaces shall be provided per multiple family unit with an additional 0.25 space per unit available for visitor and public use.
    - b. Required parking per unit may be reduced if the development provides a “car-share” system for use by residents.
  2. Commercial centers and general retail
    - a. 3.5 spaces per 1,000 sq. ft. (minimum) and 4.0 spaces (maximum) for buildings with a gross floor area less than 25,000 sq. ft.
    - b. 4.0 spaces per 1,000 sq. ft. (minimum) or 5.0 spaces (maximum) for buildings with a gross floor area over 25,000 sq. ft.



3. Restaurants, taverns & bars, nightclubs, distilleries and brew pubs:
  - a. 1 space per 100 sq. ft. of usable floor area.
4. For uses not specifically listed above, the minimum parking requirements in the Meridian Zoning Ordinance shall apply. Maximum standards only apply to surface parking lots, not parking structures or underground parking
  - e. Achieving Parking Requirements
    1. Parking requirements may be met either on-site or within an 800-foot walking distance of the development. The required parking must all be on the same side of Grand River Avenue however parking on the opposite side may be included if within 660' (1/8 mile) of a designated pedestrian crosswalk.
    2. Parking shall be located in compliance with this Section.
    3. Bicycle Parking shall be provided as required by Sec. 86-760.
    4. All other parking standards of Article XIII Off-Street Parking & Loading shall apply.
4. Special Parking Standards
  - a. Joint Parking
    1. Sites abutting one another shall physically connect their surface parking areas at the lot line to create connecting drive aisles. Where such surface parking areas lie within 50 feet of one another, a mutual access easement acceptable to the ~~Community Planning & Development~~ DIRECTOR shall be executed. Parking lot configurations existing (insert effective adoption date) are exempt from this requirement.
  - b. On-Street Parking
    1. If on-street parking is provided those spaces may be counted towards parking requirements for the specific use.
  - c. Off-Street Parking
    1. Off-street parking shall be located in compliance with the parking setback regulations for the site on which it is located, as indicated in the BUILDING FORM STANDARDS.

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- d. Off-Site Parking
  - 1. Off-site parking must be located within a walking distance of 800 feet from the site it is serving.
  - 2. The off-site parking shall be located within the FORM DISTRICT.
  - 3. The off-site parking shall be provided for in a long-term lease or permanently dedicated in a form acceptable to the ~~DIRECTOR of Community Planning & Development~~.
- 5. Loading
  - a. Development under this code prohibits any street-side loading facilities. Consistent rear-access and circulation on SHARED DRIVES is recommended.

**Section 86-448 Grand River Avenue Form District *NEW***

A. Intent

- 1. This is the basic urban STREET-SPACE frontage. It fully defines the street edge and accommodates a range of uses, including residential, office, institutional, and retail. This frontage is in the most intense areas, generally along Grand River Avenue. It is anticipated that there will be significant pedestrian traffic along this frontage.

***NEED PHOTOS***

B. Applicability

***ADD REGULATING PLAN MAP SHOWING FORM DISTRICT***

- 1. Within the Grand River Avenue Form District all requirements of the Meridian Township Zoning Ordinance shall apply, except as modified by this Section. When applying the regulations of the Grand River Avenue Form District, if regulations elsewhere within this ordinance conflict or appear to conflict with the regulations in this Section, the regulations of this Section shall apply.
- 2. Properties located in the Grand River Avenue Form District, as designated on the Zoning Map, shall follow the requirements of this district as outlined in this Section. Development proposals shall comply with all applicable provisions of this Section, unless otherwise modified by the Township Board.

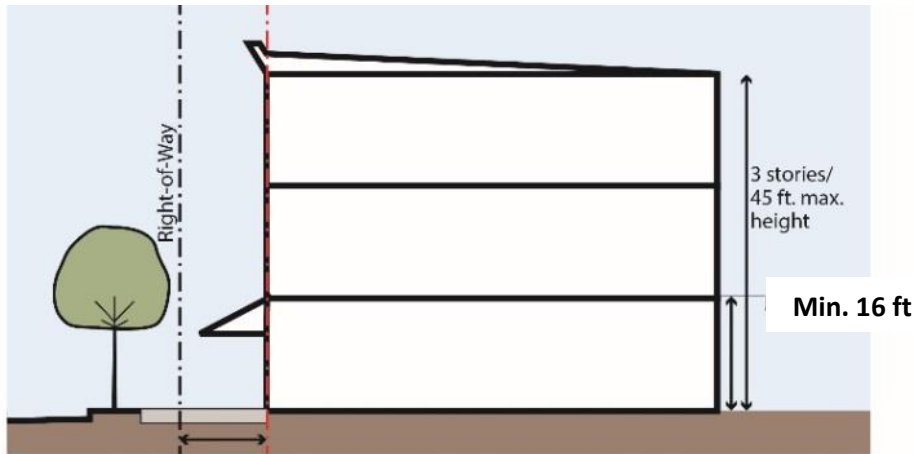
C. District Building Form Standards for Commercial Buildings

- 1. Height

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- a. Minimum Height: 1 story or 16 feet ~~maximum~~ **minimum**
- b. Maximum Height: 3 stories or 52.5 feet maximum
- c. Ground Floor Elevation for residential units: 3 feet **above grade** minimum

FIGURE B



2. Height Bonus

- a. ~~The Township~~ DIRECTOR of ~~Community Planning & Development~~ may permit an increase in height up to four stories, not to exceed 52.5 feet, and up to five stories, not to exceed 60 feet.
- b. Three amenities from the following list are required to permit an increase in height up to four stories, not to exceed 52.5 feet, and 5 total amenities are required to permit an increase in height up to five stories, not to exceed 60 feet:
  - 1. Parking is provided within the footprint of the building, provided that access to this parking shall be from the side or rear, and that parking is not placed along the front building FACADE. Any parking within the building shall be designed to match the materials and architecture of the remainder of the building.
  - 2. Residential units must vary in the number of bedrooms provided. No more than 50% of total units shall be comprised of single bedroom units.
  - 3. Design features that support and encourage transit use by public or private providers such as enhanced bus stops, designated scooter parking, or designated ridesharing (Taxi/Uber/Lyft) pick up and drop off curb space.

4. Electric car charging stations at a ratio of one station per 10 residential units.
  5. The use of green building and site development techniques such as alternative energy systems, green roofs, and pervious ground materials to minimize environmental impact.
  6. Provide PUBLIC REALM STREET-SPACE improvements such as benches, street lights, planters, public art, covered bike racks, and street trees as described in the Streetscape section of the Grand River Avenue Design Guidelines.
  7. Open space, such as pocket parks or community gathering spaces, accessible and visible to the public shall be provided as described in the “Squares and Civic Greens” section of the Grand River Avenue Design Guidelines.
  8. The number of pre-existing curb cuts shall be reduced by at least one.
  9. A minimum of 25% of the residential units must be either owner-occupied, designated 55 or older, or affordable housing as defined by the Michigan State Housing Development Authority (MSHDA).
3. Building Placement
- a. Front setback (maximum)
    1. Grand River Avenue: 20 feet from ROW
    2. Buildings fronting on any other street: 25 feet from ROW
- NEED DIAGRAM*
- b. Side yard setback (**minimum**): 0 feet
  - c. Side yard setback when adjacent to single-family: Setback equal to rear yard setback of adjacent district
  - d. Rear yard setback with SHARED DRIVE: 10 feet (minimum)
  - e. Rear yard setback without SHARED DRIVE: 25 feet (minimum)
  - f. Rear yard setback when adjacent to single-family **zoning district**: Setback equal to rear yard setback of adjacent district.
4. Screening adjacent to residential

**Form Based Code**  
**5/13/20 Draft**

- a. A 6 foot tall ~~opaque screen~~ **privacy fence or wall or fence** is required within 1 foot of the common lot line in the rear and side yards when the building is adjacent to single family.

5. Architectural elements

- a. Required GROUND STORY FENESTRATION: 40 - 90% ~~minimum~~
- b. Required Upper Story FENESTRATION: 25 - 80%
- c. Buildings greater than 3 stories shall be designed to reduce apparent mass by including a clearly identifiable base, body, and top, with horizontal elements defining these components.
- d. Blank walls exceeding 25 linear feet are prohibited.
- e. Elevations facing a street, **with the exception of windows**, shall contain a minimum of 75% brick or stone.

NEED DIAGRAM/EXAMPLE

- D. District Building Form Standards for Residential Buildings – *NEED TO ADD*