



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
PLANNING COMMISSION – REGULAR MEETING
November 8, 2021 7PM

1. CALL MEETING TO ORDER
2. ROLL CALL
3. PUBLIC REMARKS
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES

Zoom meeting ID: 872 0006 8286
Zoom password: 5151

Phone: 517-349-1232

A. October 25, 2021 Regular Meeting

6. COMMUNICATIONS

7. PUBLIC HEARINGS

8. UNFINISHED BUSINESS

A. Special Use Permit #21-101 – 2763 Grand River Avenue – Consumers Credit Union – New bank with drive through

B. Special Use Permit #21-111 – 2763 Grand River Avenue – Consumers Credit Union – Modification of Special Use Permit for buildings greater than 25,000 square feet

9. OTHER BUSINESS

A. 2022 Planning Commission schedule

10. REPORTS AND ANNOUNCEMENTS

A. Township Board update.

B. Liaison reports.

11. PROJECT UPDATES

A. New Applications

B. Site Plans Received

C. Site Plans Approved

12. PUBLIC REMARKS

13. ADJOURNMENT

AGENDA page 2
CHARTER TOWNSHIP OF MERIDIAN
PLANNING COMMISSION MEETING
November 8, 2021 7PM

TENTATIVE PLANNING COMMISSION AGENDA
November 22, 2021

1. PUBLIC HEARING
2. UNFINISHED BUSINESS
3. OTHER BUSINESS
 - A. 2022 Master Plan update process
 - B. 2022 Planning Commission goals

Individuals with disabilities requiring auxiliary aids or services should contact: Principal Planner Peter Menser, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4576 - Ten Day Notice is Required.
Meeting Location: Zoom web conferencing application
Meeting ID: 872 0006 8286 Password: 5151

Providing a safe and welcoming, sustainable, prime community.



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

DRAFT

**October 25, 2021
5151 Marsh Road, Okemos MI 48864-1198
517.349.1232, Virtual Meeting via Zoom**

**PRESENT: Chair Hendrickson, Commissioners McConnell, Cordill, Shrewsbury, Richards
(arrived 7:03 pm), Snyder, Trezise, Blumer, Premoe**

ABSENT: None

**STAFF: Director of Community Planning & Development Timothy Schmitt, Assistant
Planner Keith Chapman, Information Technology Director Stephen Gebes**

1. CALL MEETING TO ORDER

Chair Hendrickson called the regular meeting to order at 7:00 pm

2. ROLL CALL

Chair Hendrickson called the roll of the board.

All members but Commissioner Richards are present and participating remotely from their homes in Meridian Township.

3. PUBLIC REMARKS

Chair Hendrickson opened public remarks at 7:02 pm.

NONE

Chair Hendrickson closed public remarks at 7:03 pm.

Commissioner Richards arrived at 7:03 pm virtually from Meridian Township.

4. APPROVAL OF AGENDA

**Commissioner Premoe moved to approve the agenda.
Seconded by Commissioner Cordill.**

VOICE VOTE: Motion approved unanimously.

5. APPROVAL OF MINUTES

A. October 11, 2021 Regular Meeting Minutes

Commissioner Blumer moved to approve the minutes of October 11, 2021 Planning Commission minutes. Seconded by Commissioner Trezise.

VOICE VOTE: Motion approved unanimously.

6. COMMUNICATIONS-NONE

7. PUBLIC HEARINGS

The Planning Commission chose to hold both public hearings simultaneously as they are for the same applicant and address.

- A. Special Use Permit #21-101 – 2763 Grand River Avenue – Consumers Credit Union – New bank with drive through
- B. Special Use Permit #21-111 – 2763 Grand River Avenue – Consumers Credit Union – Modification of Special Use Permit for buildings greater than 25,000 square feet
The planning commission chose to hold both public hearings simultaneously.

Chair Hendrickson opened both public hearings at 7:05 pm.

Director Schmitt outlined Special Use Permit #21-101 and Special Use Permit #21-111 for discussion.

Applicant Representative Steve Bosch further outlined Special Use Permit #21-101 and Special Use Permit #21-111.

Chair Hendrickson opened public remarks at 7:10 pm.

NONE

Chair Hendrickson Closed public remarks 7:11 pm.

The Planning Commission discussed a number of topics with the applicant and staff including:

- The applicant's purchase of the parcel is contingent on approval
- The building setback as it relates to the service drive
- The possibility of rotating and/or moving the building
- Front elevation of building and visibility from road
- Ingress and egress from the existing parking lot
- The amount of required parking and the potential to remove the parking on the north side of the building

A Straw Poll found all members in favor of the plan as proposed, and in favor of the plan with pending amendments by the applicant.

Chair Hendrickson closed both public hearings at 7:42 pm.

8. UNFINISHED BUSINESS

- A. Special Use Permit #21-95151 – 3654 Okemos Road – modification to Special Use Permit for Cedar Classical Academy

Commissioner Blumer moved to adopt the resolution approving Special Use Permit #21-95151. Seconded by Commissioner Premoe.

ROLL CALL VOTE: YEAS: Commissioners McConnell, Premoe, Cordill, Shrewsbury, Richards, Blumer, Snyder, Trezise, Chair Hendrickson.

NAYS: None

Motion carried: 9-0

9. OTHER BUSINESS

- A. Mixed Use Planned Unit Development Ordinance Update

Director Schmitt outlined the Mixed Use Planned Unit Development Ordinance Update for discussion.

Commissioners Premoe, McConnell and Chair Hendrickson spoke in support of the current draft of the MUPUD. The consensus of the Planning Commission was that these were good changes to the ordinance.

10. REPORTS AND ANNOUNCEMENTS

- A. Township Board update

Director Schmitt reported the Township Board has passed the Sanctuary III – Plat Extension. The Jo Don Rezoning should be finalized soon. The building department has renewed a contract with the City of Mason where the township acts as the building official and building inspector for the City. The parks department is looking for input on the Park's Master Plan. The sign ordinance was discussed in several meetings and a revised draft is being worked on.

- B. Liaison reports

Chair Hendrickson

- The Zoning Board of Appeals met on the Woodward Way Project and approved the project as proposed with the variances requested.

11. PROJECT UPDATES

- A. New Applications
NONE
- B. Site Plans Received
NONE
- C. Site Plans Approved
#21-15-02 – Ellison Brewery – outdoor patio
#21-01 – Woodward Way – Apartment Complex

12. PUBLIC REMARKS

Chair Hendrickson Opened Public Remarks at 7:58 pm.

NONE

Chair Hendrickson Closed Public Remarks at 8:00 pm.

13. ADJOURNMENT

**Commissioner Richards moved to adjourn.
Seconded by Commissioner Cordill.**

VOICE VOTE: Motion approved unanimously.

Chair Hendrickson adjourned the regular meeting at 7:46 p.m.



To: Planning Commission

From: Timothy R. Schmitt, AICP, Community Planning and Development Director

Date: November 4, 2021

Re: Special Use Permit #21-101 – Consumers Credit Union – Drive Through Lane

The Planning Commission held a public hearing on October 25, 2021, for Special Use Permit request #21-101, Consumers Credit Union's proposal to build a new 2,153 square foot branch with drive through lanes, at 2763 Grand River Avenue. The discussion from the Planning Commission at the meeting centered around the layout of the property and the potential for the applicant to incorporate elements from a potential future Form Based Code ordinance into the design of the project. There were no comments or concerns raised by members of the public.

The applicant was able to address some of these design concerns in revised plans as shown in the attached revised Special Use Permit plan. The building has been moved closer to Grand River Avenue and the parking between Grand River and the building has been removed. The drive aisle around the building has been converted to a one-way aisle, further reducing the space between the building and both adjacent streets. The plans will be reviewed administratively for compliance with Site Plan requirements, but Staff has identified no major issues that will prevent site plan approval.

No major concerns have been raised for the Special Use Permit for the drive through use. The plans have been modified to address the Planning Commission's requests and the applicant is able to move forward with a plan that is acceptable to the property owner. The drive throughs for the site are incorporated effectively into the overall site design and should have no negative impact on the surrounding properties or community as a whole. Staff has uncovered no major concerns with the proposed use or how it fits into the overall development and therefore would **recommend approval** of the drive through lanes for the credit union building. The Planning Commission is the final decision-making body for this request.

Planning Commission Options

The Planning Commission may approve, approve with conditions, or deny the special use permit for the drive through lanes. A resolution to approve has been provided with this memorandum.

Attachments

1. Resolution for approval
2. Revised Special Use Permit Plan dated October 29, 2021
3. Prior Staff report dated October 21, 2021



RESOLUTION TO APPROVE

**Special Use Permit #21-101
Consumers Credit Union – 2763 Grand River**

RESOLUTION

At a regular meeting of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, held at 5151 Marsh Road, Okemos, MI 48864 on the 8th day of November 2021, at 7:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, Consumers Credit Union has requested a special use permit to construct a 2,153 square foot credit union branch building on a previously developed property at 2763 Grand River; and

WHEREAS, the subject site is appropriately zoned C-2, Commercial, which permits the construction of banks, credit unions, and similar facilities by special use permit where public water and sewer are available; and

WHEREAS, the Planning Commission held a public hearing for Special Use Permit #21-101 at its meeting on October 25, 2021, and has reviewed the staff material forwarded under a cover memorandum dated October 21, 2021 and November 4, 2021; and

WHEREAS, the redevelopment of the existing site will meet several objectives of the Township’s Comprehensive Development Plan, by utilizing existing developed sites, rather than greenfield sites that have negative environmental impacts; and

WHEREAS, the proposed project is consistent with the general standards for granting a special use permit found in Section 86-126 of the Code of Ordinances; and

WHEREAS, municipal water and sanitary sewer is available to serve the subject site.

NOW THEREFORE, BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby recommends approval of Special Use Permit #21-101 subject to the following conditions:

1. Approval is granted in accordance with the plans prepared by Bosch Architecture dated October 29, 2021.
2. The applicant shall obtain any and all other applicable permits, licenses, and approvals necessary to construct the new house. Copies of all permits, licenses, and approvals shall be submitted to the Department of Community Planning and Development.

**Resolution to Approve
Consumers Credit Union – 2763 Grand River**

**SUP #21-101
Page 2**

ADOPTED: YEAS: _____

NAYS: _____

STATE OF MICHIGAN)

) ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified Chairperson of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and a complete copy of a resolution adopted at a regular meeting of the Planning Commission on the 8th day of November, 2021.

Scott Hendrickson, Chair
Meridian Township Planning Commission

October 29, 2021

Tim Schmitt
CPD Director
Meridian Township
5151 Marsh Road
Okemos, MI 48864

Re: Consumers Credit Union Special Land Use Resubmittal

Dear Mr. Schmitt,

At the Planning Commission held on October 26, 2021, there were several changes requested to the drawings. We have incorporated the following changes to the plan:

1. Moved the building approximately 28'-6" closer to Grand River Avenue.
2. Moved the building approximately 8' further away from Northwind Avenue
3. Eliminated the 7 parking spaces + ADA access aisle facing Grand River Avenue.
4. Relocated the ADA access aisle and spaces to the west side of the building
5. Enlarged the planting area to the south between the existing shopping center and the new credit union building. Open space for the credit union parcel alone is 47.4%.

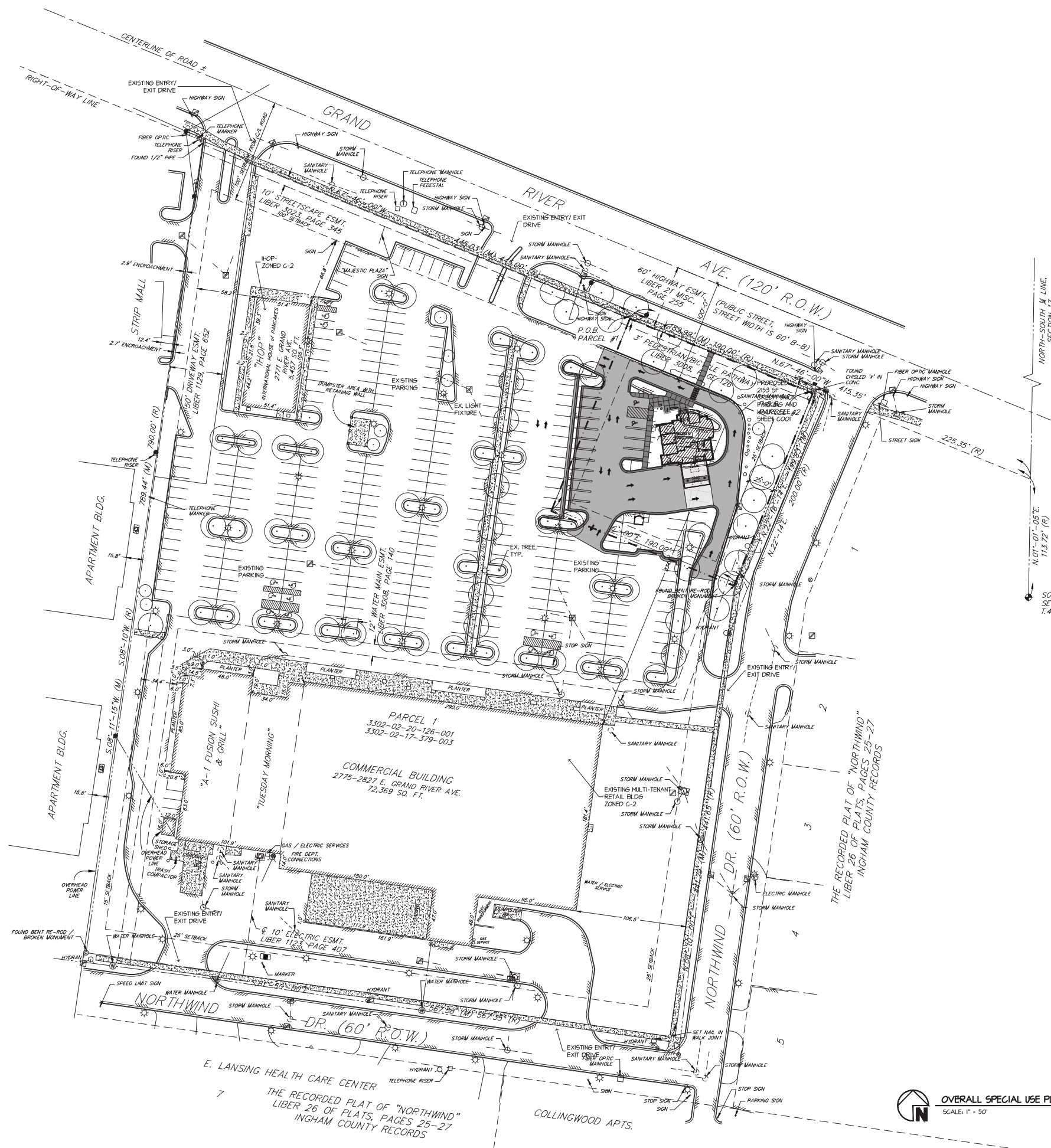
Also, the original development was approved with a maximum of 82.5% of impervious surface coverage and constructed with just less than 76%. The proposed development would further reduce the amount of coverage by impervious surfaces to 74.0%. This reduction is reflected in a loss of 43 parking stalls and an increase in green space (the proposed plan provides almost twice the required parking lot landscaping square footage). While the current development required 405 parking stalls with 388 provided, the proposed development requires a minimum of 411 stalls, with 338 provided. It is our opinion the minimum number of parking stalls for this development is excessive and under-utilized, and believe that what is shown on the plan is adequate to support both the existing businesses and the proposed Consumers Credit Union. The credit union is required to have 12 total parking spaces. If additional parking spaces are required for the shopping center in the future, a lot could be added on the east side of the shopping center building and contain roughly 40-50 spaces (double loaded w/ access aisle).

If you have any additional questions or comments, you can contact me via email at or nloeks@boscharch.com or at 269-321-5151.

Sincerely,



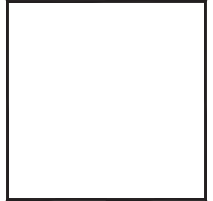
Nicholas J. Loeks, PE



SITE INFORMATION

1. PARCEL ADDRESS: 2163 GRAND RIVER AVE. EAST LANSING, MI 48823 PIN: 17-374-004
2. OWNER: CONSUMERS CREDIT UNION 1200 ELM VALLEY DRIVE KALAMAZOO, MI 49009
3. ARCHITECT: BOSCH ARCHITECTURE 8065 VINEYARD PKWY KALAMAZOO, MI 49009 (26A) 321-5151
4. SURVEY: SPICER GROUP
5. ZONING: ORIGINAL: C5 CURRENT: C-2 COMMERCIAL (ENTIRE SITE)
6. PROPOSED LAND USE: CREDIT UNION
7. TOTAL SITE AREA: 9.41 ACRES
8. LAND USE PERCENT (%): PERVIOUS SURFACE: OPEN: 25.2% IMPERVIOUS SURFACE: EX. MAX. 82.5% BUILD: 19.4% PAVEMENT: 55.4%
9. CREDIT UNION PARCEL: SEE COO FOR LOT COVERAGES
10. PARKING CALC: SEE SHEET COO1

Consumers East Lansing
 2763 Grand River Avenue
 East Lansing, Michigan 48823



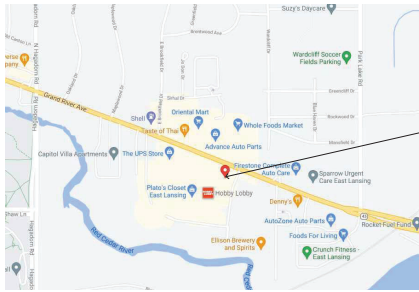
ISSUED
2021-09-24 SPECIAL USE SUBMITTAL
2021-10-29 REVISED PER PC MEETING

bosch
 ARCHITECTURE
 ENGINEERING
 INTERIOR DESIGN
 8065 Vineyard Parkway
 Kalamazoo, Michigan 49009
 ph: 269-321-5151
 www.boscharch.com
 JOB NUMBER
20074

OVERALL
 SPECIAL USE
 PLAN

COO0

OVERALL SPECIAL USE PLAN
 SCALE: 1" = 50'



PROJECT LOCATION



LEGAL DESCRIPTION:

OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY,
COMMITMENT NO. 623641

PARCEL #1:

Commencing at a point on the Southern line of East Grand River Avenue (Old US 16) N67°46'N, 415.35 feet from the intersection of the Southern line of said East Grand River Avenue (Old US 16) and the North-South 1/4 line of Section 11, T4 N, R12 W, Meridian Township, Ingham County, Michigan, thence along the Southern line of East Grand River (Old US 16) N67°46'N, 445.00 feet, thence S08°10'N, 190.00 feet, thence S81°50'E, 561.35 feet, thence N08°10'E, 441.65 feet, thence N67°46'N, 190.00 feet, thence N22°14'E, 200.00 feet to the point of beginning.

PP: #3302-02-10-126-001
PP: #3302-02-11-374-003

Property commonly known as:
2751 East Grand River Avenue,
East Lansing, Michigan

AND

PARCEL #2:

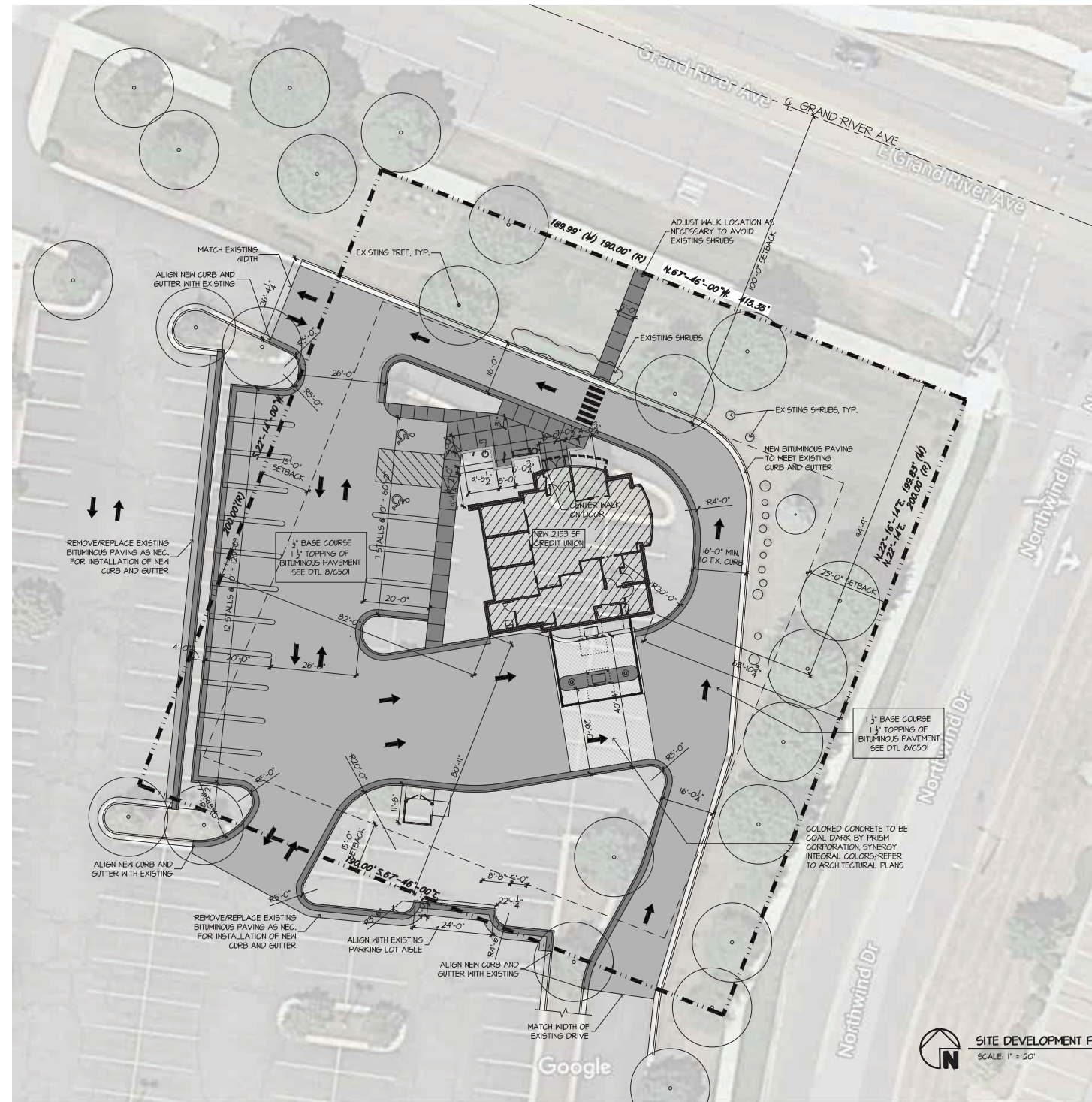
Part of the Southwest 1/4 of Section 17, T4 N, R12 W, Meridian Township, Ingham County, Michigan, described as commencing at the center point of Section 11, said point lying on the Southern line of East Grand River Avenue (US-16); thence along the Southern line of E. Grand River Ave. (US-16), N67°46'-00"N, 225.35 feet to the Point of Beginning, thence along the Southern line of East Grand River Ave., N67°46'-00"N, 190.00 feet; thence S22°14'-00"N, 200.00 feet; thence S67°46'-00"E, 190.00 feet; thence N22°14'-00"E, 200.00 feet to the point of beginning.

PP: #3302-02-11-374-004

Property commonly known as:
2763 East Grand River Avenue,
East Lansing, Michigan

CONCRETE/BITUMINOUS SURFACE KEY

- BITUMINOUS SURFACE
- CONCRETE SURFACE
- COLORED CONCRETE SURFACE
"COAL DARK BY PRISM"
- DECORATIVE PAVERS (1/4"X3/4")



SITE DEVELOPMENT PLAN
SCALE: 1" = 20'

GEN CONTR WILL PROVIDE NECESSARY SOIL BORINGS AS DIRECTED BY MERIDIAN TOWNSHIP. GEN CONTR WILL ALSO PROVIDE PERMEABILITY TESTS IF REQUIRED, WHICH WILL INCLUDE GROUNDWATER INFORMATION.

ALL PAVEMENT MARKINGS AND TRAFFIC SIGNS MUST CONFORM TO THE STANDARDS SET FORTH IN THE CURRENT EDITION OF THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES.

REQUIRED LANDSCAPE IS SHOWN ON LANDSCAPE PLAN. SEE LOT FOR PLANTING DETAILS.

APPROPRIATE PERMITS TO BE OBTAINED FROM THE MERIDIAN TOWNSHIP.

AN EMERGENCY KNOX BOX FOR FIRE DEPARTMENT ACCESS WILL BE PROVIDED IF REQUIRED. KNOX BOX LOCATION TO BE DETERMINED UPON SUBMITTAL OF BUILDING PLANS, IF REQUIRED.

A FIREFIGHTER RIGHT-TO-KNOW AND HAZARDOUS MATERIALS RIGHT TO KNOW FORMS TO BE SUBMITTED PRIOR TO ISSUANCE OF A BUILDING PERMIT, IF REQUIRED.

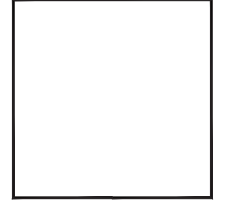
SITE INFORMATION

1. PARCEL ADDRESS: 2763 GRAND RIVER AVE, EAST LANSING, MI 48823
PIN: 17-374-004
2. OWNER: CONSUMERS CREDIT UNION
1200 ELM VALLEY DRIVE
KALAMAZOO, MI 49004
3. ARCHITECT: BOSCH ARCHITECTURE
8065 VINEYARD PKWY
KALAMAZOO, MI 49004
(264) 321-5151
4. SURVEY: SPICER GROUP
5. ZONING: ORIGINAL: C5
CURRENT: C-2 COMMERCIAL
6. PROPOSED LAND USE: CREDIT UNION
7. OVERALL SITE AREA: 9.41 ACRES
8. CREDIT UNION SITE AREA: 0.812 ACRES
9. OVERALL LAND USE PERCENT (%):
PERVIOUS SURFACE:
OPEN: 25.28
IMPERVIOUS SURFACE:
EX: MAX: 82.5%
BULD: 14.48
PAVEMENT: 55.48
10. CU LAND USE PERCENT (%):
BUILDING: 5.76
IMPERVIOUS: 46.98
OPEN: 47.48
11. REQUIRED SETBACKS: FRONT: 100' FROM CENTERLINE OF ROAD
FRONT (NORTHWARD): 25' FROM ROW
SIDE: 15' MIN.
REAR: 15' MIN.
12. BUILDING TYPE(S): 253 SF CREDIT UNION
13. MAXIMUM BUILDING HEIGHT: 35' MAXIMUM
2' ACTUAL
14. REQUIRED PARKING:
CREDIT UNION: MINIMUM OF (3) STALLS REQUIRED PER 1000 GFA / MAX OF (4) STALLS REQUIRED PER 1000 GFA; PLUS (3) VEHICLE STACKING SPACE AT ATM AND EACH DRIVE UP WINDOW.
CREDIT UNION: 253 SF / 1000 * 3 = 6 MIN. STALLS SPACES / 253 SF / 1000 * 4 = 4 MAX. STALLS
15. SHOPPING CENTER: MINIMUM OF (4) STALLS REQUIRED PER 1000 GFA / MAX OF 4.5 STALLS PER 1000 GFA.
12364 SF / 1000 * 4 = 284 MIN. STALLS
12364 SF / 1000 * 4.5 = 326 MAX. STALLS
16. IHOP RESTAURANT: (1) STALL REQUIRED PER 315 USEABLE SF
5435 SF * 80% = 4348 SF
4348 SF / 315 = 16 STALLS REQUIRED
17. TOTAL REQUIRED PARKING:
411 STALLS MINIMUM / 451 MAXIMUM
336 PROVIDED
18. REQUIRED BIKE PARKING: (1) BIKE PARKING STALL PER (10) VEHICULAR SPACES; MIN. OF 2 SPACES REQ. MAX. 4 VEHICULAR STALLS REQ. / 10 = 1 BIKE PARKING SPACE REQ. 2 BIKE PARKING SPACES PROVIDED
19. LANDSCAPING: SEE LOT1
BUILDING PERIMETER LANDSCAPING: MIN. AREA OF 4' * PERIMETER OF THE BLDG. IN FEET LOCATED AT THE BLDG. OR ELSEWHERE ON SITE
204 LF * 4' = 816 SF OF PERIMETER LANDSCAPING REQUIRED
1052 SF OF PERIMETER LANDSCAPING PROVIDED
20. PARKING LOT LANDSCAPING:
200 SF OF LANDSCAPED AREA REQUIRED FOR EACH (10) PARKING SPACES
345 SPACES / 10 = 34.5 * 200 SF = 6900 SF OF LANDSCAPED AREA REQUIRED
1325.46 SF OF LANDSCAPED AREA PROVIDED
21. CANOPY TREES REQUIRED PER EVERY (10) PARKING SPACES
345 SPACES / 10 = 34.5 * 2 = 64 TREES REQUIRED
(66) TREE PROVIDED IN EXISTING PARKING LOT
(4) TREES REMOVED PER PROPOSED LAYOUT
(1) NEW TREES PROPOSED
(64) TOTAL TREES PROVIDED
22. LEGAL DESCRIPTION: SEE THIS SHEET
23. OCC. CLASSIFICATION: B - BUSINESS
24. CONSTRUCTION TYPE: 5B
25. ALL SITE PARKING STRIPES, ARROWS, CROSSWALKS AND LINES TO BE YELLOW PAINT. ALL BARRIER FREE MARKINGS, LINES AND SYMBOLS TO BE BLUE.

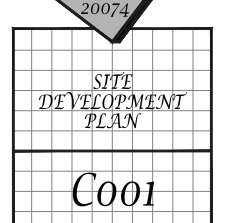
GENERAL NOTES (SITE WORK)

1. SITE PREPARATION:
 - a. ALL EROSION AND SEDIMENTATION CONTROL MEASURES SHALL BE PERFORMED BY THE CONTRACTOR IN COMPLIANCE WITH PART 81 OF PUBLIC ACT 451 OF 1994.
 - b. ORGANIC TOPSOIL SHALL BE STRIPPED FROM THE CONSTRUCTION AREA AND STOCKPILED AS INSTRUCTED BY THE G.C. FOR LATER USE.
2. EARTHWORK:
 - a. CALL MISS DIG AT 1-800-482-7111 BEFORE BEGINNING EXCAVATION.
 - b. EXCAVATION SHALL BE LEVEL TO EXACT DEPTHS AND DIMENSIONS INDICATED ON DRAWINGS.
 - c. CONSTRUCTION OF FOUNDATIONS AND SLABS-ON-GRADE WILL BE ON COMPACTED FILL IN MOST AREAS. LAYERED COMPACTION SHALL BE PERFORMED TO A MINIMUM DENSITY OF 95% MAXIMUM DRY DENSITY AS DETERMINED BY ASTM DESIGNATION D-1557 VALUES.
 - d. PLACE A MIN. 6 INCHES OF BANK RUN SAND COMPACTED TO 95% OF MAXIMUM DENSITY UNDER ALL FLOOR SLABS ON GRADE.
 - e. SOIL TESTING WILL BE CONTRACTED AND PAID FOR BY THE GENERAL CONTRACTOR.
 - f. SITE SHALL BE FINE GRADED BEFORE PLACING TOP SOIL OR GRANULAR BASE MATERIAL.
 - g. EXTERIOR SURFACE DRAINAGE SHALL BE AWAY FROM BUILDINGS; 5% 10'-0" OUT FROM BLDG.
 - h. THE CONTRACTOR SHALL VERIFY ALL EXISTING AND NEW GRADES PRIOR TO COMMENCEMENT OF ANY WORK. THIS OFFICE SHALL NOT BE HELD RESPONSIBLE FOR ANY MISSING OR ERRONEOUS INFORMATION.

Consumers East Lansing
 2763 Grand River Avenue
 East Lansing, Michigan 48823



ISSUED
2021-09-24 SPECIAL USE SUBMITTAL
2021-10-29 REVISED PER PC MEETING





To: Planning Commission

From: Timothy R. Schmitt, *AICP*
Community Planning and Development Director

Date: October 21, 2021

Re: Special Use Permit #21-101 – Consumers Credit Union – 2763 Grand River

Consumers Credit Union is requesting approval to construct a 2,153 square foot branch on a 0.872-acre parcel of land, located at the southwest corner of Grand River Avenue and Northwind Drive. The property is currently part of the parking lot for the Hobby Lobby building and does not have a structure on it. The part of Grand River Avenue where the property is located is one of the main commercial corridors in the Township. The property and all of the properties immediately adjacent in all directions are zoned C-2, Commercial. Slightly to the southeast along Dawn Avenue, the properties are zoned I, Industrial.

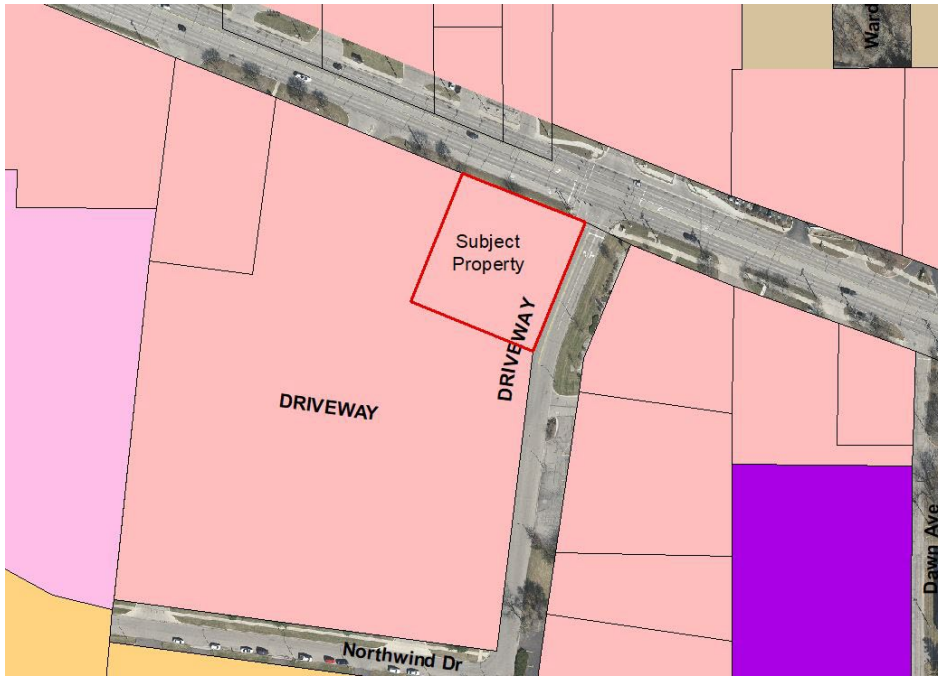
A single building is proposed, with parking on two sides. There will be two drive through lanes on the south side of the building, opposite of the Grand River Avenue frontage. The applicant would remove forty-nine existing parking spaces and several parking lot islands in the existing parking lot. They would be replaced with the credit union building and drive through lanes, fourteen parking spaces, and associated landscaping and drive aisles.

The plans currently under review require a Special Use Permit for the use of the site as a credit union and modification to a Special Use Permit that was previously approved for the square footage of the buildings on the site exceeding 25,000 square feet. The credit union approval lies with the Planning Commission, while the size of the buildings is approved by the Township Board. The special use permits are being processed concurrently.

LOCATION



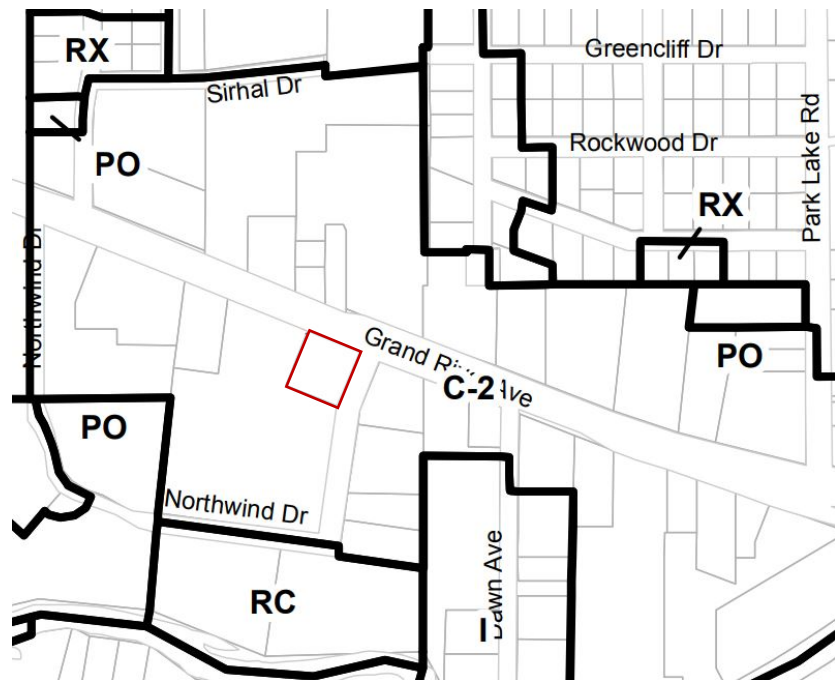
FUTURE LAND USE



The Future Land Use Map from the 2017 Master Plan designates the property for Commercial uses, consistent with the surrounding properties. The future land use map in this area generally conforms with the uses of the properties, as this is largely a developed area of the Township.

ZONING

The subject site is zoned C-2, Commercial, as are the surrounding properties. This is consistent with their use as commercial buildings in one of the main commercial corridors for the Township.



PHYSICAL FEATURES

The site is currently developed. It contains parking and landscaping that were installed as part of the Hobby Lobby building's construction in the early 2000's. The building was initially used as a grocery store, but eventually converted to its current retail use. The site is generally flat and there are no natural features of note on the site.

FLOODPLAIN, WETLANDS, and GREENSPACE

The site does not have any floodplain, wetlands, or greenspace on it, per the Township's maps and records. The site is already developed, so any natural features on the site were removed and mitigated in the past.

STREETS and TRAFFIC

The site is double fronted, with frontage onto both Grand River Avenue and Northwind Drive. The applicant is not proposing any curb cuts on either road, but is instead using the existing access system for the overall development. The applicant has submitted trip generation information for the site showing that the proposed development will create less than 50 cars at the peak hour. Given the size of the site, the most traffic that would be generated would be 42 cars (21 entering/21 exiting) in the peak hour. This does not rise to the level of requiring a Traffic Study or a Traffic Impact Statement and no traffic improvements are warranted or required from the proposed development.

PUBLIC UTILITIES

Municipal water and sanitary sewer are available to serve the subject site. The location and capacity of utilities will be reviewed in detail during site plan review if the special use permit is approved. No extensions of any existing utilities are proposed, as the applicant is able to tap into adjacent utilities to service the site.

STAFF ANALYSIS

The applicant is requesting approval for a 2,153 square foot bank building with two drive through lanes. The site is part of an overall shopping center, anchored by Hobby Lobby. The existing Special Use Permit for the overall site was approved in 2001, allowing for the Hobby Lobby building to be built. A modification to that Special Use Permit is reviewed under a separate heading.

The proposed credit union would be located on a separate parcel from the remaining site, at the northeast corner of the site. In the C-2 Zoning District, any banks, credit union, or similar establishment is considered a use permitted by Special Use Permit, with up to a maximum of 5 drive through lanes. Special use permits for credit unions are evaluated using the nine general special use permit criteria listed in Section 86-126 of the zoning ordinance, along with the site plan standards that are listed throughout Section 86-376. The site plan will be reviewed separately by Staff.

Section 86-126 Review Criteria.

- 1) The project is consistent with the intent and purposes of this chapter.



The Commercial districts allow for a wide variety of non-residential uses, including banks and credit unions. The proposed development is well within the intent and purpose of this zoning district.

- 2) The project is consistent with applicable land use policies contained in the Township's comprehensive development plan of current adoption.
The proposal meets Objective 3.A, Upgrade Commercial Areas, Objective 3.D, Promote Economic Development, (specifically subsection 5), and Objective 7.A, Implement Sustainable Energy and Environmental Practices Throughout the Township by Utilizing the Most Current Best Practices (specifically subsection 5).
- 3) The project is designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such a use will not change the essential character of the same area.
The proposed credit union is not adding a curb cut to the Grand River Avenue corridor, but a new structure will be built, near the right of way. This is consistent with the Township's push to control access along this stretch of road, while also getting new development pushed closer to the street, similar to a Form Based Code. The building will be located on existing paved surfaces and the development is design to be harmonious with the surrounding Hobby Lobby property.
- 4) The project will not adversely affect or be hazardous to existing neighboring uses.
The building and use will not adversely affect the surrounding uses. This is the Township's main commercial corridor and there are other commercial structures surrounding the property. Credit unions are low intensity uses and typically do not have a hazardous impact on the surrounding properties.
- 5) The project will not be detrimental to the economic welfare of surrounding properties or the community.
Credit unions are not known to have a detrimental impact on surrounding properties. Financial institutions build quality buildings and maintain them well. They generally are positive impacts on communities in which they are built.
- 6) The project is adequately served by public facilities, such as existing roads, schools, stormwater drainage, public safety, public transportation, and public recreation, or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide any such service.
The project is adequately served by roads, utilities, and other such public services that will be needed by the project.
- 7) The project is adequately served by public sanitation facilities if so designed. If on-site sanitation facilities for sewage disposal, potable water supply, and stormwater are proposed, they shall be properly designed and capable of handling the long term needs of the proposed project.
Public sanitation facilities are adequate for the project, as are public water facilities.

- 8) The project will not involve uses, activities, processes, materials, and equipment and conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, or odors.
Credit unions generally not uses that cause negative externalities on a broad scale to the neighboring uses. They do not create or process materials on site and noise, smoke, fumes, etc. would not be expected to be created in a financial institution.
- 9) The project will not directly or indirectly have a substantial adverse impact on the natural resources of the Township, including, but not limited to, prime agricultural soils, water recharge areas, lakes, rivers, streams, major forests, wetlands, and wildlife areas.
The site is one that has already been developed and therefore a prime candidate for redevelopment, while not impacting the important natural features of the Township.

In reviewing the proposed to the Special Use Permit, Staff has identified no major concerns that would negatively surrounding properties or the Township at large. The proposed construction would be a positive addition to the Grand River corridor, better utilizing an area that is currently an extremely underutilized parking lot. All in all, this is a good project for the area and Staff would **recommend approval** of the proposed Special Use Permit to allow a credit union with two drive through lanes on the site.

Planning Commission Options

The Planning Commission may approve, approve with conditions, or deny the special use permit. A draft resolution for approval has been provided for the Planning Commission's initial review.

Attachments

1. Draft Resolution for approval
2. Application information



To: Planning Commission

From: Timothy R. Schmitt, AICP, Community Planning and Development Director

Date: November 4, 2021

Re: Special Use Permit #21-00-011 – Consumers Credit Union – Group of buildings greater than 25,000 square feet

The Planning Commission held a public hearing on October 25, 2021, for Special Use Permit request #21-00-011, Consumers Credit Union's proposal to build a new 2,153 square foot branch at 2763 Grand River Avenue. The discussion at the meeting centered around the layout of the property and the potential for the applicant to incorporate elements from a potential future Form Based Code ordinance into the design of the project. The applicant was able to address some of these concerns in revised plans and these changes are discussed under the review of the Special Use Permit for the drive through lanes.

For the review of the Special Use Permit for a group of buildings greater than 25,000 square feet, there were no major concerns raised. The main building on the site, Hobby Lobby, is far larger than the proposed bank branch and the bank branch will have little impact on the overall scale of the development. Staff has uncovered no major concerns with the proposed size of the building or how it fits into the overall development and therefore would **recommend approval** of the proposed building being added to the site. The Planning Commission is asked to make a recommendation, which will be forwarded to the Township Board for final review and decision.

Planning Commission Options

The Planning Commission may recommend approval, recommend approval with conditions, or recommend denial the special use permit. A resolution to recommend approval has been provided with this memorandum.

Attachments

1. Resolution for approval
2. Revised Special Use Permit Plan dated October 29, 2021
3. Prior Staff report dated October 21, 2021
4. Approval Letter from Application #00011
5. Approved SUP Plan from Application #00011



RESOLUTION TO RECOMMEND APPROVAL

**Special Use Permit #21-00-011
Consumers Credit Union – 2763 Grand River**

At a regular meeting of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 8th day of November, 2021, at 7:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by Commissioner _____ and supported by Commissioner _____.

WHEREAS, In 2000, a Special Use Permit was approved for a new retail building greater than 25,000 square feet in size on the adjacent parcel (PID #20-126-001) and the approval included the undeveloped parcel in question (PID #17-379-004) as part of the parking lot; and

WHEREAS, In 2021, the current applicant desires to construct a new 2,153 drive through credit union building on the site; and

WHEREAS, the revised plans have less overall square footage proposed than the plans approved 2000, along with less lot coverage; and

WHEREAS, the Planning Commission held a public hearing at its regular meeting on October 25, 2021 and has reviewed staff material forwarded under a cover memorandum dated October 21, 2021, and November 4, 2021; and

WHEREAS, the subject site is appropriately zoned C-2, Commercial, which permits the construction of a group of buildings greater than 25,000 square feet in floor area by special use permit; and

WHEREAS, the proposed project is consistent with the general standards for granting a special use permit found in Section 86-126 of the Code of Ordinances; and

WHEREAS, the proposed project provides adequate setbacks and screening from surrounding uses; and

WHEREAS, municipal water and sanitary sewer is available to serve the subject site; and

WHEREAS, the proposed project is consistent with Goal 3 of the 2017 Township Master Plan to Upgrade Commercial Areas, and Goal 7 to Promote Efficient and Sustainable Growth Practices; and

NOW THEREFORE, BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby recommends approval of Special Use Permit #21-00-011 to construct a 2,153 square foot building, in a complex of buildings larger than 25,000 square feet, on

the undeveloped 0.872 acre parcel identified by Parcel Number 17-379-004, subject to the following conditions:

1. Approval is granted in general accordance with the Overall Special Use Plan by Bosch architecture, dated October 29, 2021.
2. Approval of the Special Use Permit for the site is subject to all existing conditions placed on the site through Special Use Permit #00-011, approved on February 9, 2001.
3. Any future building additions or revisions to the site layout will require amendments to the Special Use Permit.

ADOPTED: YEAS: _____

NAYS: _____

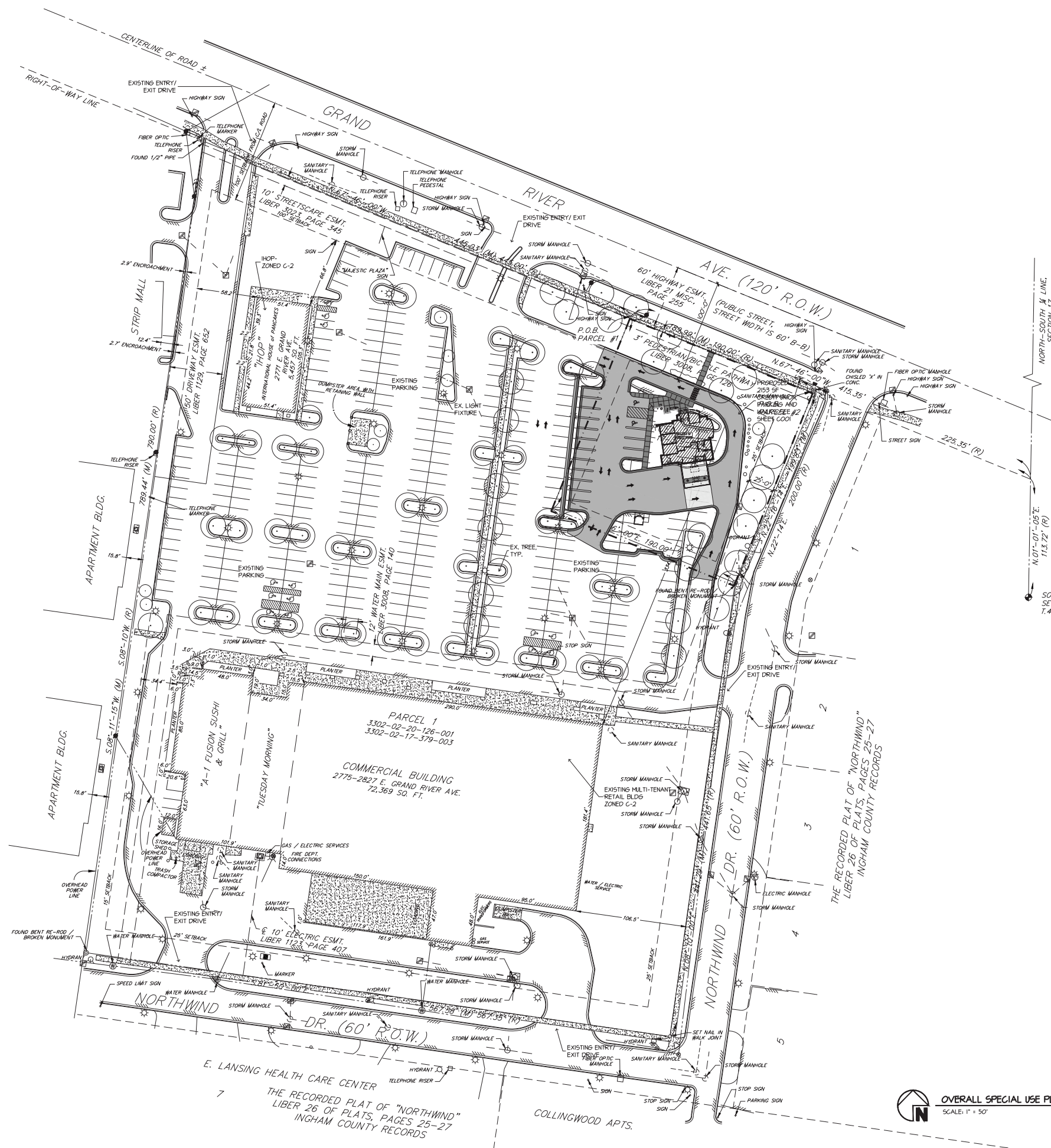
STATE OF MICHIGAN)

) ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Chair of the Planning Commission of the Charter Township Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and a complete copy of a resolution adopted at a regular meeting of the Planning Commission on the 8th day of November, 2021.

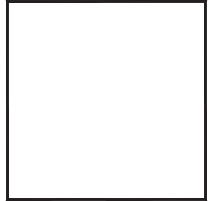
Scott Hendrickson, Chair
Meridian Township Planning Commission



SITE INFORMATION

1. PARCEL ADDRESS: 2163 GRAND RIVER AVE. EAST LANSING, MI 48823 PIN: 17-374-004
2. OWNER: CONSUMERS CREDIT UNION 1200 ELM VALLEY DRIVE KALAMAZOO, MI 49009
3. ARCHITECT: BOSCH ARCHITECTURE 8065 VINEYARD PARKWAY KALAMAZOO, MI 49009 (26A) 321-5151
4. SURVEY: SPICER GROUP
5. ZONING: ORIGINAL: C5 CURRENT: C-2 COMMERCIAL (ENTIRE SITE)
6. PROPOSED LAND USE: CREDIT UNION
7. TOTAL SITE AREA: 9.41 ACRES
8. LAND USE PERCENT (%): PERVIOUS SURFACE: OPEN: 25.2% IMPERVIOUS SURFACE: EX. MAX. 82.5% BUILD: 19.4% PAVEMENT: 55.4%
9. CREDIT UNION PARCEL: SEE COO FOR LOT COVERAGES
10. PARKING CALC: SEE SHEET COO1

Consumers East Lansing
 2763 Grand River Avenue
 East Lansing, Michigan 48823



ISSUED
2021-09-24 SPECIAL USE SUBMITTAL
2021-10-29 REVISED PER PC MEETING

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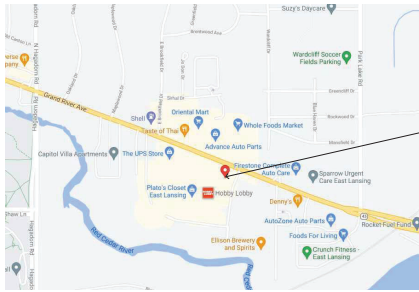
bosch
 ARCHITECTURE
 ENGINEERING
 INTERIOR DESIGN
 8065 Vineyard Parkway
 Kalamazoo, Michigan 49009
 ph: 269-321-5151
 www.boscharch.com

JOB NUMBER
20074

OVERALL
 SPECIAL USE
 PLAN

COO0

OVERALL SPECIAL USE PLAN
 SCALE: 1" = 50'



PROJECT LOCATION



LEGAL DESCRIPTION:

OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY,
COMMITMENT NO. 623641

PARCEL #1:

Commencing at a point on the Southern line of East Grand River Avenue (Old US 16) N67°46'N, 415.35 feet from the intersection of the Southern line of said East Grand River Avenue (Old US 16) and the North-South 1/4 line of Section 11, T4 N, R1 W, Meridian Township, Ingham County, Michigan, thence along the Southern line of East Grand River (Old US 16) N67°46'N, 445.00 feet, thence S08°10'N, 190.00 feet, thence S81°50'E, 561.35 feet, thence N08°10'E, 441.65 feet, thence N67°46'N, 190.00 feet, thence N22°14'E, 200.00 feet to the point of beginning.

P.P. #3302-02-10-126-001
P.P. #3302-02-11-374-003

Property commonly known as:
2751 East Grand River Avenue,
East Lansing, Michigan

AND

PARCEL #2:

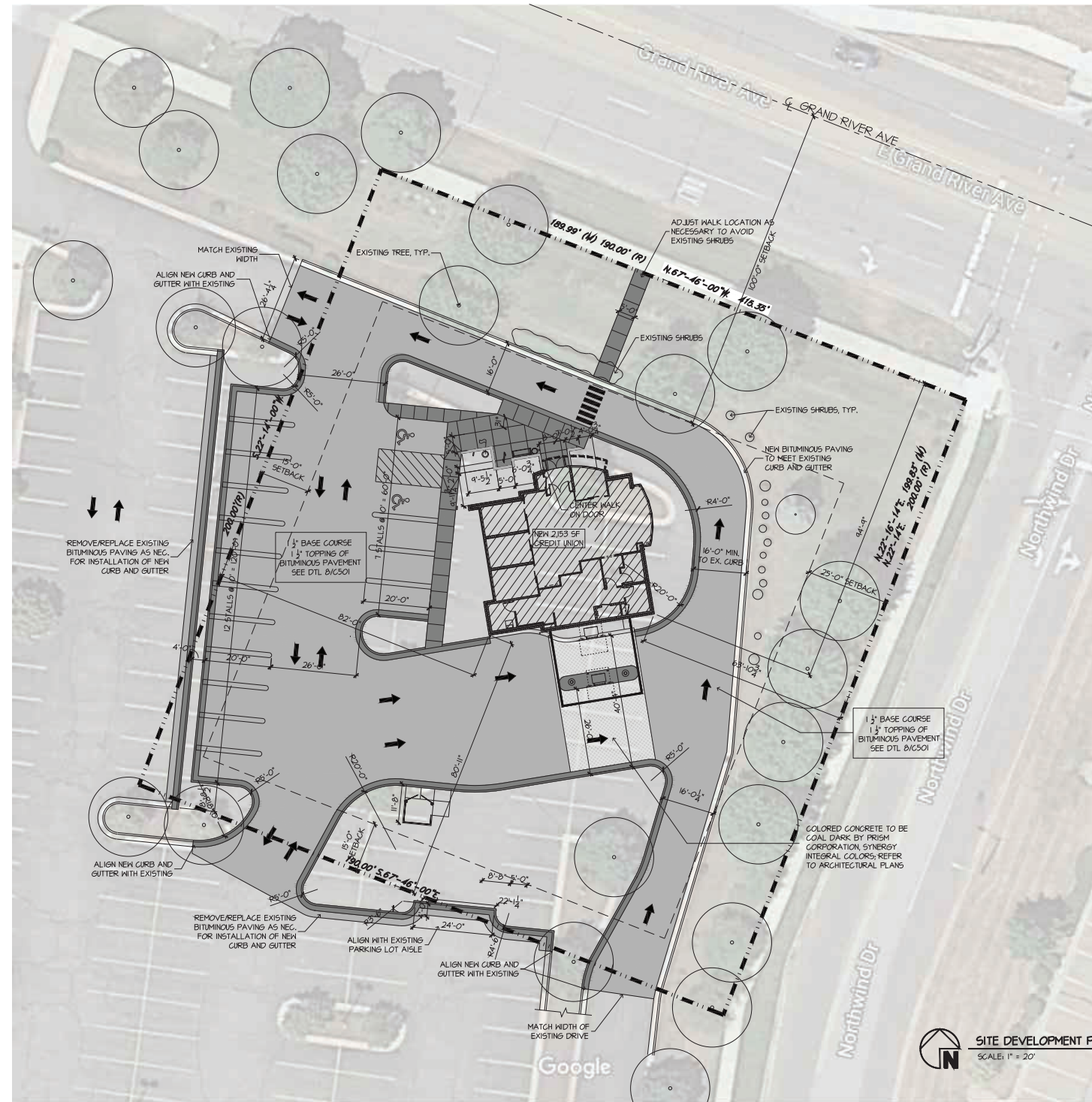
Part of the Southwest 1/4 of Section 17, T4 N, R1 W, Meridian Township, Ingham County, Michigan, described as commencing at the center point of Section 11, said point lying on the Southern line of East Grand River Avenue (US-16); thence along the Southern line of E. Grand River Ave. (US-16), N67°46'-00"N, 225.35 feet to the Point of Beginning, thence along the Southern line of East Grand River Ave., N67°46'-00"N, 190.00 feet; thence S22°14'-00"N, 200.00 feet; thence S67°46'-00"E, 190.00 feet; thence N22°14'-00"E, 200.00 feet to the point of beginning.

P.P. #3302-02-11-374-004

Property commonly known as:
2763 East Grand River Avenue,
East Lansing, Michigan

CONCRETE/BITUMINOUS SURFACE KEY

- BITUMINOUS SURFACE
- CONCRETE SURFACE
- COLORED CONCRETE SURFACE
"COAL DARK BY PRISM"
- DECORATIVE PAVERS (1/4"X3")



SITE DEVELOPMENT PLAN
SCALE: 1" = 20'

GEN CONTR WILL PROVIDE NECESSARY SOIL BORINGS AS DIRECTED BY MERIDIAN TOWNSHIP. GEN CONTR WILL ALSO PROVIDE PERMEABILITY TESTS IF REQUIRED, WHICH WILL INCLUDE GROUNDWATER INFORMATION.

AN EMERGENCY KNOX BOX FOR FIRE DEPARTMENT ACCESS WILL BE PROVIDED IF REQUIRED. KNOX BOX LOCATION TO BE DETERMINED UPON SUBMITTAL OF BUILDING PLANS, IF REQUIRED.

A FIREIGHTER RIGHT-TO-KNOW AND HAZARDOUS MATERIALS RIGHT TO KNOW FORMS TO BE SUBMITTED PRIOR TO ISSUANCE OF A BUILDING PERMIT, IF REQUIRED.

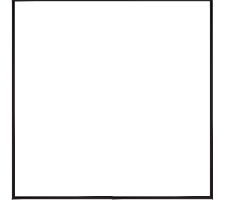
REQUIRED LANDSCAPE IS SHOWN ON LANDSCAPE PLAN. SEE LOT FOR PLANTING DETAILS.

APPROPRIATE PERMITS TO BE OBTAINED FROM THE MERIDIAN TOWNSHIP.

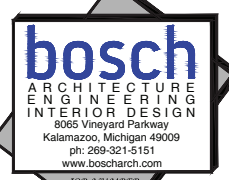
- SITE INFORMATION**
- PARCEL ADDRESS: 2763 GRAND RIVER AVE, EAST LANSING, MI 48823
PIN: 17-374-004
 - OWNER: CONSUMERS CREDIT UNION
1200 ELM VALLEY DRIVE
KALAMAZOO, MI 49004
 - ARCHITECT: BOSCH ARCHITECTURE
8065 VINEYARD PKWY
KALAMAZOO, MI 49004
(264) 321-5151
 - SURVEY: SPICER GROUP
 - ZONING: ORIGINAL: C5
CURRENT: C-2 COMMERCIAL
 - PROPOSED LAND USE: CREDIT UNION
 - OVERALL SITE AREA: 9.41 ACRES
 - CREDIT UNION SITE AREA: 0.812 ACRES
 - OVERALL LAND USE PERCENT (%):
PERVIOUS SURFACE: 25.28%
IMPERVIOUS SURFACE: 74.72%
EX: MAX. 82.5%
BULD: 14.48%
PAVEMENT: 55.48%
 - CU LAND USE PERCENT (%):
BUILDING: 5.76%
IMPERVIOUS: 46.98%
OPEN: 47.48%
 - REQUIRED SETBACKS: FRONT: 100' FROM CENTERLINE OF ROAD
FRONT (NORTHWARD): 25' FROM ROW
SIDE: 15' MIN.
REAR: 15' MIN.
 - BUILDING TYPE(S): 2153 SF CREDIT UNION
 - MAXIMUM BUILDING HEIGHT: 35' MAXIMUM 2' ACTUAL
 - REQUIRED PARKING: CREDIT UNION: MINIMUM OF (3) STALLS REQUIRED PER 1000 GFA / MAX OF (4) STALLS REQUIRED PER 1000 GFA; PLUS (3) VEHICLE STACKING SPACE AT ATM AND EACH DRIVE UP WINDOW.
CREDIT UNION: 2153 SF / 1000 * 3 = 6 MIN. STALLS SPACES / 2153 SF / 1000 * 4 = 8 MAX. STALLS
SHOPPING CENTER: MINIMUM OF (4) STALLS REQUIRED PER 1000 GFA / MAX OF (4.5) STALLS PER 1000 GFA.
12364 SF / 1000 * 4 = 49 MIN. STALLS
12364 SF / 1000 * 4.5 = 55 MAX. STALLS
SHOP RESTAURANT: (1) STALL REQUIRED PER 315 USEABLE SF
5435 SF * 80% = 4348 SF
4348 SF / 315 = 13.8 STALLS REQUIRED
TOTAL REQUIRED PARKING: 411 STALLS MINIMUM / 451 MAXIMUM 336 PROVIDED
 - REQUIRED BIKE PARKING: (1) BIKE PARKING STALL PER (10) VEHICULAR SPACES; MIN. OF 2 SPACES REQ. MAX. 4 VEHICULAR STALLS REQ. / 10 = 1 BIKE PARKING SPACE REQ. 2 BIKE PARKING SPACES PROVIDED
 - LANDSCAPING: SEE LOT1
BUILDING PERIMETER LANDSCAPING: MIN. AREA OF 4' * PERIMETER OF THE BLDG. IN FEET LOCATED AT THE BLDG. OR ELSEWHERE ON SITE
204 LF * 4' = 816 SF OF PERIMETER LANDSCAPING REQUIRED
1052 SF OF PERIMETER LANDSCAPING PROVIDED
PARKING LOT LANDSCAPING:
200 SF OF LANDSCAPED AREA REQUIRED FOR EACH (10) PARKING SPACES
345 SPACES / 10 = 34.5 * 200 SF = 6900 SF OF LANDSCAPED AREA REQUIRED
1325.46 SF OF LANDSCAPED AREA PROVIDED
(2) CANOPY TREES REQUIRED PER EVERY (10) PARKING SPACES
345 SPACES / 10 = 34.5 * 2 = 69 TREES REQUIRED
(66) TREE PROVIDED IN EXISTING PARKING LOT
(4) TREES REMOVED PER PROPOSED LAYOUT
(1) NEW TREES PROPOSED
(64) TOTAL TREES PROVIDED
 - LEGAL DESCRIPTION: SEE THIS SHEET
 - OCC. CLASSIFICATION: B - BUSINESS
 - CONSTRUCTION TYPE: 5B
 - ALL SITE PARKING STRIPES, ARROWS, CROSSWALKS AND LINES TO BE YELLOW PAINT. ALL BARRIER FREE MARKINGS, LINES AND SYMBOLS TO BE BLUE.

- GENERAL NOTES (SITE WORK)**
- SITE PREPARATION:
 - ALL EROSION AND SEDIMENTATION CONTROL MEASURES SHALL BE PERFORMED BY THE CONTRACTOR IN COMPLIANCE WITH PART 81 OF PUBLIC ACT 451 OF 1994.
 - ORGANIC TOPSOIL SHALL BE STRIPPED FROM THE CONSTRUCTION AREA AND STOCKPILED AS INSTRUCTED BY THE G.C. FOR LATER USE.
 - EARTHWORK:
 - CALL MISS DIG AT 1-800-482-7111 BEFORE BEGINNING EXCAVATION.
 - EXCAVATION SHALL BE LEVEL TO EXACT DEPTHS AND DIMENSIONS INDICATED ON DRAWINGS.
 - CONSTRUCTION OF FOUNDATIONS AND SLABS-ON-GRADE WILL BE ON COMPACTED FILL IN MOST AREAS. LAYERED COMPACTION SHALL BE PERFORMED TO A MINIMUM DENSITY OF 95% MAXIMUM DRY DENSITY AS DETERMINED BY ASTM DESIGNATION D-1557 VALUES.
 - PLACE A MIN. 6 INCHES OF BANK RUN SAND COMPACTED TO 95% OF MAXIMUM DENSITY UNDER ALL FLOOR SLABS ON GRADE.
 - SOIL TESTING WILL BE CONTRACTED AND PAID FOR BY THE GENERAL CONTRACTOR.
 - SITE SHALL BE FINE GRADED BEFORE PLACING TOP SOIL OR GRANULAR BASE MATERIAL.
 - EXTERIOR SURFACE DRAINAGE SHALL BE AWAY FROM BUILDINGS; 5% 10'-0" OUT FROM BLDG.
 - THE CONTRACTOR SHALL VERIFY ALL EXISTING AND NEW GRADES PRIOR TO COMMENCEMENT OF ANY WORK. THIS OFFICE SHALL NOT BE HELD RESPONSIBLE FOR ANY MISSING OR ERRONEOUS INFORMATION.

Consumers East Lansing
 2763 Grand River Avenue
 East Lansing, Michigan 48823



ISSUED
2021-09-24 SPECIAL USE SUBMITTAL
2021-10-29 REVISED PER PC MEETING



SITE DEVELOPMENT PLAN

COOL



To: Planning Commission

From: Timothy R. Schmitt, *AICP*
Community Planning and Development Director

Date: October 21, 2021

Re: Special Use Permit #21-00011 – Consumers Credit Union – Buildings over 25,000 feet Special Use Permit modification

In 2000, a Special Use Permit was approved for construction on the property that is now the location of Hobby Lobby at 2775 East Grand River Avenue. The building was initially built for a grocery store and was ultimately built slightly smaller than originally approved. Additionally, the parking on the east side of the proposed grocery store was not built. The request at the time included two parcels, the main 8.847-acre parcel with the buildings and a vacant parcel at the northeast corner of the site adjacent to Northwind Drive. Nothing but parking was proposed for the vacant site at the time.

The current applicant is seeking to build a Consumer's Credit Union building on the second parcel, which is currently home to only parking and landscaping. The site is 0.872 acres and although the Consumer's Credit Union building does not exceed 25,000 square feet, the site was included in the original approval for the overall site. Therefore, an amendment to the previously approved Special Use Permit for buildings greater than 25,000 square feet is required.

The proposed building is 2,153 square feet in size and will bring the total square footage on the site to 77,781 square feet. This is less than the original approval in 2000, which called for 83,297 square feet on the site. The impervious surface on the site is less than was previously approved, the parking on the site is reduced, as the current site is substantially overparked. The parking lot landscaping will also be improved with the reconfiguration of the parking area and addition of a new building. A separate Special Use Permit is required for the use of the property as a drive through. A full analysis for the standards of special use permit review can be found in the Staff report for the overall review of the site, special use permit #21-101.

Planning Commission Options

The Planning Commission may recommend approval, approval with conditions, or denial of the proposed special use permit. The Township Board makes a final decision on special use permit requests for buildings over 25,000 square feet. A draft resolution is attached for the Planning Commission's review.

Attachment

1. Draft resolution for approval
2. Special use permit application
3. Approval Letter from Application #00011
4. Approved SUP Plan from Application #00011

CHARTER TOWNSHIP OF MERIDIAN

Susan McGillicuddy Supervisor
Mary M.G. Helmbrecht Clerk
Bruce D. Hunting Treasurer
Gerald J. Richards Manager



Julie Brixie Trustee
Steve Stier Trustee
Andrew J. Such Trustee
Anne M. Woiwode Trustee

February 9, 2001

Mr. Michael Rein
Executive Vice President
Bowers & Rein Associates, Inc.
3915 Research Park Drive, Suite A-4
Ann Arbor, MI 48108-2200

RE: Appeal of Special Use Permit #00011 (Gould Investors)

Dear Mr. Rein:

The Township Board at its regular meeting held on February 6, 2001 voted to deny the appeal of Special Use Permit #00011 and affirm the Planning Commission's approval of the special use permit. Special Use Permit #00011 will allow for the construction of an approximate 60,800 square foot commercial building at the southwest corner of Grand River Avenue and Northwind Drive. Approval of the special use permit was granted with the following conditions:

1. Approval is granted in accordance with the revised Preliminary Site Plan "B" prepared by Bowers & Rein, Inc., dated January 29, 2001, and the conceptual landscape plan and building elevations dated September 14, 2000, subject to revisions as required.
2. The final site plan and landscape plan shall be subject to the approval of the Director of Community Planning and Development.
3. The applicant shall obtain the necessary permits, licenses, and approvals from the Ingham County Drain Commissioner's office, Ingham County Road Commission, Ingham County Health Department, Michigan Department of Transportation and the Township. Copies of all permits, licenses, and approval letters shall be submitted to the Department of Community Planning and Development.
4. The applicant shall meet with CATA (Capital Area Transit Authority) to coordinate the design, safety, and location of any planned bus stops at the subject site.

5. Final utility plans (water and sanitary sewer) for the site are subject to approval of the Director of Public Works and Engineering and shall be completed in accordance with the Township Engineering Design & Construction Standards.
6. Exterior site lighting shall be subject to the approval of the Director of Community Planning & Development. Exterior lighting shall be accomplished in such a manner so that the lighting will be down-shielded and the lighting not be disturbing to adjacent land owners in the immediate vicinity and such that no traffic problems occur as a result of the glare from the light.
7. The applicant shall apply for and receive all necessary variances from the Zoning Board of Appeals, or modify the plans to comply with the Code of Ordinances.
8. A 5-foot wide concrete sidewalk shall be constructed along the entire length of the Northwind Drive frontages and shall be completed in accordance with the Township Engineering Design & Construction Standards.
9. Street trees shall be installed and maintained along the entire length of the Grand River Avenue and Northwind Drive frontages. The size, type, and location of the street trees shall be subject to the review and approval of the Director of Community Planning & Development.
10. A landscape screen shall be provided and maintained along the entire length of the southern portion of Northwind Drive. The existing deciduous trees on the eastern portion of the property along Northwind Drive shall remain. The size, type, and location of the landscaping shall be subject to the review and approval of the Director of Community Planning & Development.
11. A decorative masonry wall shall be provided adjacent to the truck wells/loading docks to limit light and noise from deliveries. The design, location and building materials shall be subject to the review and approval of the Director of Community Planning & Development.
12. An easement shall be granted to the Township for possible future Grand River Avenue streetscape improvements such as street lighting, benches, and decorative landscaping/streetscaping in order to insure consistent design. The easement agreement shall be prepared in a form approved by the Township Attorney.
13. No deliveries shall be made at the rear of the store between the hours of 9:00 p.m. to 7:00 a.m. Delivery trucks arriving on the site between these hours shall be required to park in the parking lot at the front of the store until 7:00 a.m. and shall not idle their engines. Signs shall be provided directing trucks to the delivery site and prohibiting them from idling.
14. There shall be no exterior speakers allowed on the site.

15. Any existing water supply wells on the subject site shall be properly closed per the Ingham County Health Department requirements.
16. The applicant shall provide a 5-foot wide concrete sidewalk from Grand River Avenue to the proposed buildings as indicated on the revised Preliminary Site Plan "B" prepared by Bowers & Rein, Inc. dated January 29, 2001.
17. Hours of operation shall be limited from 7:00 a.m. to midnight.
18. The applicant may apply for removal of limitation on hours of operation after six months from date of occupancy. The Township Board shall hear such application if made.

As is customary, this letter shall act as the special use permit for the request. The use permitted by the granting of a special use permit must have commenced within one year after issuance or the permit shall become null and void. All construction related to the special use permit must be completed within three (3) years from the effective date of the special use permit. The next step in the process is to apply for site plan review and any applicable variances from the Zoning Board of Appeals.

If you have any questions regarding this matter please contact me.

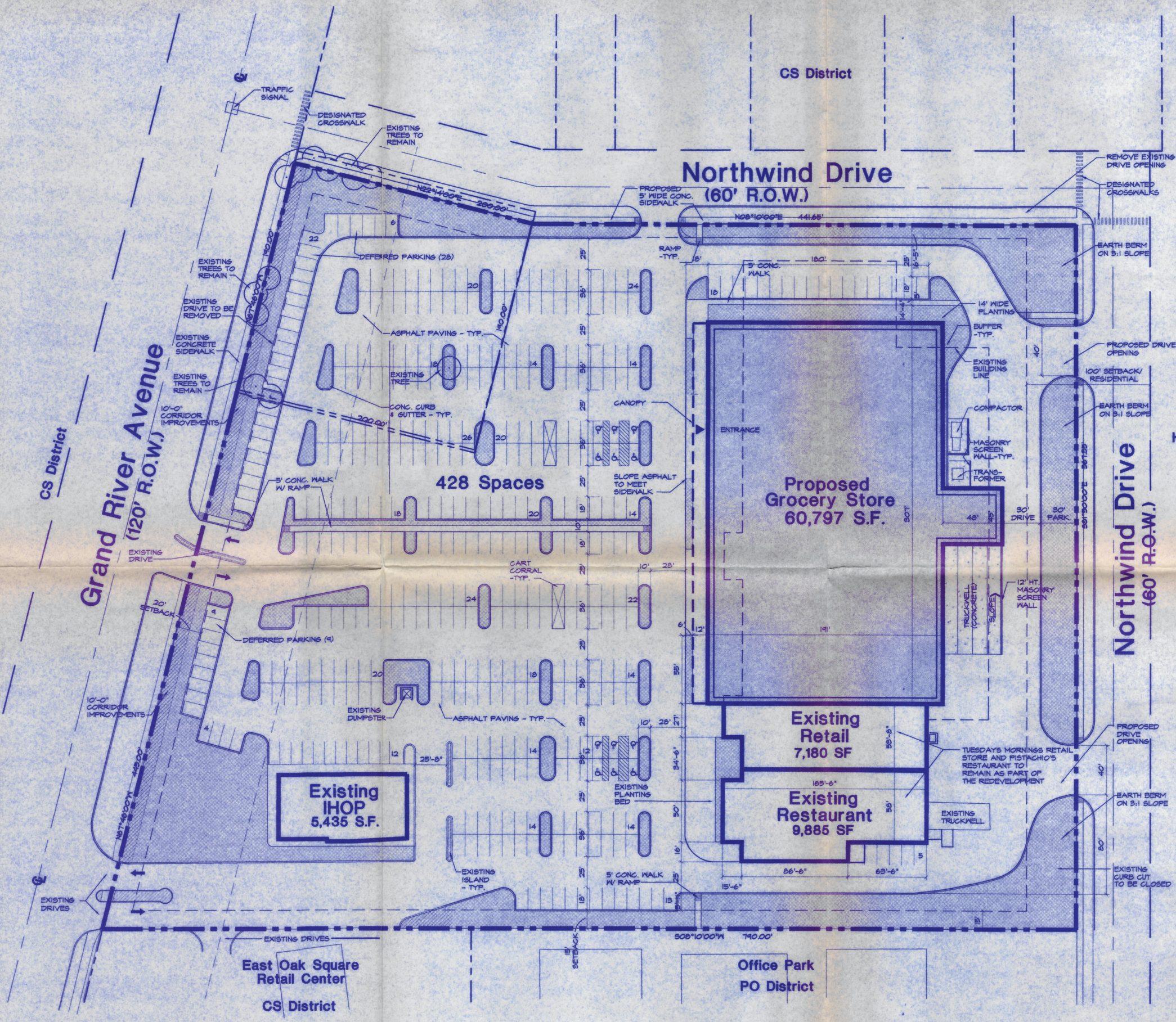
Sincerely,



Mark Kieselbach
Director of Community Planning & Development

cc: Gould Investors
David Pierson
Thomas Litzler
Mark Latterman
Roger Buell
Martha Wyatt
Troy Langer
John Heckaman

G:\99\3200\JUSTICE\SP1.dwg Tue Jan 30 13:52:04 2001 .prt



Owner/Developer

Farmer Jack
18718 Borman Avenue
Detroit, Michigan 48228
(313) 270-1172

Architect/Planner

Bowers and Rein Associates, Inc.
3415 Research Park Drive, Suite A-4
Ann Arbor, Michigan 48106
Ph: (734) 747-6660
Fax: (734) 747-6570

Civil Engineer

Lady Design Group
3155 Pine Tree Road, Suite C
Lansing, Michigan 48911
Ph: (313) 943-5778
Fax: (313) 943-4480

Site/Building Data

Parcel Size	4.47 Acres
Existing Zoning	CS District
Proposed Zoning	CS District
Existing Use	Commercial/Retail
Proposed Use	Commercial/Retail
Existing Building Area	22,500 SF
Proposed Building Area	60,797 SF
Required Front Setback	
Grand River (North)	155'
Northwind Drive (East)	25'
Northwind Drive (South)	25'
Proposed Front Setback	
Grand River (North)	351'
Northwind Drive (East)	14'
Northwind Drive (South)	60'
Required Side/Rear Setback	
West Property Line	15'
Proposed Side/Rear Setback	
West Property Line	54'/Rest
Max. Building Height Allowed	35'
Proposed Building Height	35'
Max. Impervious Surface	75% (309,664 S.F.)
Proposed Impervious Surface	82.5% (340,680 S.F.)
Existing Impervious Surface	47% (400,449 S.F.)

Parking Data

Shopping Center (25-400,000 SF)	
4 Parking Spaces per 1000 SF (Min.)	
4.5 Parking Spaces per 1000 SF (Max.)	
Prop. Building Area (Gross)	60,797 SF
Exist. Building Area (Gross)	17,065 SF
Total	77,862 SF
Required Parking	312 Spaces
Existing IHOP	
1 Space per 375 SF/Usable Building Area (Gross)	5,435 SF x 80%
Required Parking	116 Spaces
Total Required	428 Spaces
Total Provided	428 Spaces
(Deferred Parking)	37 Spaces

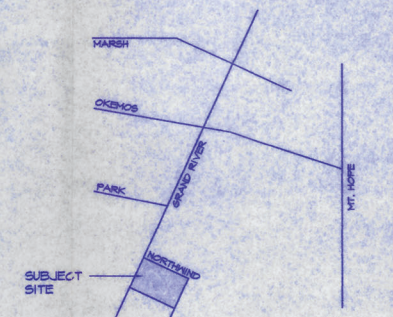
General Notes

- The grocery carts will have designated facilities both inside and outside the grocery store. In the parking areas, two cart corrals will be included (see SP1.00). Inside the building, there is an area designated for cart storage at each of the two entrance/exit doors.
- All lighting shall be arranged so that no source of light shall be visible beyond the parcel lot upon which the parking area is located.
- The proposed compactor shall be shielded on three sides with masonry walls.
- The grocery store will be fully sprinkled.

Legal Description

(Chicago Title Insurance Company Commitment No. 98-016146)
Commencing at a point on the southerly line of East Grand River Avenue (Old U.S. 16) North 67 degrees 46 minutes West 415.95 feet from the intersection of the southerly line of said East Grand River Avenue (Old U.S. 16) and the North-South line of Section 17, Town 4 North, Range 1 West, Meridian Township, Ingham County, Michigan, thence along the southerly line of East Grand River (Old U.S. 16) North 67 degrees 46 minutes West 445.00 feet, thence South 08 degrees 10 minutes West, 740.00 feet, thence South 81 degrees 30 minutes East 567.55 feet, thence North 08 degrees 10 minutes East 441.65 feet, thence North 67 degrees 46 minutes West 190.00 feet, thence North 22 degrees 14 minutes East, 200.00 feet to the point of beginning.

(First American Title Insurance Company Commitment No. 98-219005)
Commencing at a point on the southerly line of East Grand River Avenue (Highway U.S. 16) North 67°46' West, 215.95 feet from the point of the intersection of the southerly line of said East Grand River Avenue (Highway U.S. 16) and the North and South 1/4 line of Section 17, Town 4 North, Range 1 West, Meridian Township, thence along the southerly line of East Grand River Avenue (Highway U.S. 16) North 67°46' West 200 feet; thence South 22°14' West 200 feet; thence South 67°46' East 200 feet; thence N22°14' East 200 feet to the point of beginning, Ingham County, Michigan, EXCEPT the Easterly 10 feet Platted on Northwind subdivision as recorded in Liber 26, Page 25, Ingham County Records.



Location Map
NO SCALE

Preliminary Site Plan 'B'

1" = 40'

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MAJESTIC PLAZA
GRAND RIVER AVENUE
MERIDIAN TOWNSHIP, MICHIGAN

Project
Consultant

Project Number
99-320

Issue Date
FEB. 7, 2000 SPECIAL USE
SEPT. 14, 2000
OCT. 31, 2000
NOV. 7, 2000
JAN. 2, 2001
JAN. 29, 2001

Sheet Title
SCHEMATIC
SITE PLAN

Sheet Number
SP1.00

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To: Planning Commission
From: Keith Chapman, Assistant Planner
Date: November 5, 2021
Re: 2022 Meeting Schedule

Included in this memorandum is a list of proposed Planning Commission meeting dates for 2022. Typically, the Planning Commission meets on the second and fourth Monday of each month at 7 p.m. No special or work session meetings are planned but may be added by the Planning Commission during the year if warranted. One meeting is scheduled in the months of November and December to avoid conflicts with holiday activities.

PROPOSED 2022 MEETING CALENDAR

January	10 - regular meeting 24 - regular meeting
February	14 - regular meeting 28 - regular meeting
March	14 - regular meeting 28 - regular meeting
April	11 - regular meeting 25 - regular meeting
May	9 - regular meeting 23 - regular meeting
June	13 - regular meeting 27 - regular meeting
July	11 - regular meeting 25 - regular meeting
August	8 - regular meeting 22 - regular meeting
September	12 - regular meeting 26 - regular meeting

2022 Meeting Schedule
Planning Commission (November 8, 2021)
Page 2

October 10 - regular meeting
 24 - regular meeting

November 14 - regular meeting

December 12 - regular meeting

A resolution is provided to adopt the above meeting schedule.

- **Motion to adopt the resolution approving the 2022 Planning Commission Meeting Schedule.**

Attachment

1. Resolution to approve 2022 Planning Commission Meeting Schedule.

G:\Community Planning & Development\Planning\Planning Commission\MTG SCHEDULE\2022 Calendar memo.docx

2022 Planning Commission Meeting Schedule

RESOLUTION

At a regular meeting of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, held via the Zoom web conferencing application in said Township on the 8th day of November, 2021 at 7:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, Public Act 267 of the Public Acts of 1976 requires the publication of the meeting schedule of every municipal board at least once a year; and

WHEREAS, the Planning Commission desires to announce the time, date, and place of all 2022 regular meetings of the Commission, pursuant to the provisions of Act 267 of the Public Act of 1976.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN as follows:

1. The Planning Commission will meet for regular meetings on certain Mondays, January through December in 2022 in the Town Hall Room of the Meridian Municipal Building, 5151 Marsh Road, Okemos, MI 48864, 517.853.4560.

2. The specific dates for meetings are as follows:

January	10 - regular meeting 24 - regular meeting
February	14 - regular meeting 28 - regular meeting
March	14 - regular meeting 28 - regular meeting
April	11 - regular meeting 25 - regular meeting
May	9 - regular meeting 23 - regular meeting
June	13 - regular meeting 27 - regular meeting
July	11 - regular meeting 25 - regular meeting
August	8 - regular meeting 22 - regular meeting

