



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD – REGULAR MEETING
December 7, 2021 6:00 PM

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
3. ROLL CALL
4. PRESENTATION
 - A. Recognition of HOMTV National Awards
 - B. Montessori Radmoor School Green Grants-Davis Coye
5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS
6. TOWNSHIP MANAGER REPORT
7. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS
8. APPROVAL OF AGENDA
9. CONSENT AGENDA
 - A. Communications
 - B. Minutes-November 16, 2021 Regular Meeting
 - C. Bills
 - D. Ratification of New Police Officer Appointment
 - E. Silverstone Estates Public Streetlighting Improvement Resolution #5
10. QUESTIONS FOR THE ATTORNEY
11. HEARINGS (CANARY)
12. ACTION ITEMS (PINK)
 - A. Rezoning #21-070-5114 Jo Don Drive-Rezone north half of property from RCC, Multiple Family- Maximum 34 dwelling units per acre, to RB, Single-Family, High Density-**Final Adoption**
 - B. Mixed Use Planned Unit Development Ordinance Update-**Final Adoption**
 - C. Board and Commission Reappointments
13. BOARD DISCUSSION ITEMS (ORCHID)
 - A. Williamstown Township Police Contract
 - B. Poverty Exemption Guidelines
 - C. Special Use Permit #21-00-011-2763 Grand River Avenue – Consumers Credit Union – Modification of Special Use Permit for Buildings Greater than 25,000 Square Feet
14. COMMENTS FROM THE PUBLIC
15. OTHER MATTERS AND BOARD MEMBER COMMENTS
16. CLOSED SESSION- Township Manager 2021 Performance Review-Motion to go into a closed session to discuss the Township Manager’s annual performance review under MCL 15.268(a), based on the Township Manager’s request for a closed meeting. (This motion requires a simple majority roll call vote.)
17. ADJOURNMENT

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



9A

**CONSENT AGENDA
BOARD COMMUNICATIONS
December 7, 2021**



FOR IMMEDIATE RELEASE
November 23, 2021

CONTACT: LuAnn Maisner, Parks and Recreation Director
517.853.4604 | maisner@meridian.mi.us

Meridian Parks & Recreation Opens New Artificial Ice Rink
Another Outdoor Recreational Opportunity in the Township

Meridian Township, MI – The Parks & Recreation department is excited to offer another outdoor recreational opportunity for families and people of all ages. The new 40' x 92' artificial ice rink located at the Marketplace on the Green Pavilion (1995 Central Park Drive, Okemos) is now open and available for public use. A ribbon cutting ceremony was held on Friday, November 19 at 12:00 pm.

“Traditional ice rinks are difficult to maintain throughout the winter months, due to unpredictable temperatures,” stated LuAnn Maisner, Director of Parks and Recreation. “This artificial ice rink will provide a consistent opportunity for outdoor fun this winter! The surface is slower than real ice, but overall provides a similar experience.”

The rink will be open seven days a week from dawn until 9:00 pm daily. The rink is available for free open public skating only. Due to safety concerns, hockey is not permitted. Some skates are currently available on-site to borrow for free, while enjoying the rink, thanks to generous donations from Delta Dental, Suburban Ice Arena and community members.

Artificial Ice Rink Rules:

- Only skates made for figure skating or hockey are allowed on the rink.
- Hockey pucks and sticks are not permitted in the skating area.
- Street shoes, food items, drinks or pets are not permitted in the skating area.
- Meridian Township is not responsible for lost, stolen or damaged items.
- Skate at your own risk.
- Please be courteous and skate safely.

Skate Usage Rules:

- Skates must be tied together and returned to the lending cabinet after use.
- Do not walk on the concrete with skates on.

The Parks & Recreation Department is accepting skate donations for use by the general public. Skates may be dropped off at the Parks & Recreation Office (2100 Gaylord Smith Court, Haslett) and will be kept in a lending box for use at the rink.

This \$60,000 project was funded through the Meridian Township Park Millage, approved by voters in 2014.

For more information, call 517.853.4640 or email parksandrecreation@meridian.mi.us.

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The community of Meridian Township is in close proximity to the Michigan State Capitol and Michigan State University. The Township serves the community through exceptional services, beneficial amenities and an outstanding quality of life. It is a welcoming community that celebrates quality education, recreation and lifestyles.





FOR IMMEDIATE RELEASE
November 23, 2021

CONTACT: LuAnn Maisner, Parks and Recreation Director
517.853.4604 | maisner@meridian.mi.us

Meridian Township Offers Day Before Thanksgiving Market

Fill Your Home with Fresh, Farm Food and Homemade Crafts

Meridian Township, MI – The Meridian Township Farmers’ Market will be open on Wednesday, November 24 from 10:00 am to 2:00 pm for their annual Day Before Thanksgiving Market.

A variety of local farm foods, baked goods and crafts will be available just in time for the Thanksgiving Holiday. Vendors will feature local and state grown products such as squash, potatoes, onions, pickles, baked goods, apples, cider, beef, pork, ham, lamb, cheeses, spinach, kale, collards, honey, eggs, jams, jellies, breads, buns, cookies, rolls, pies, maple syrup, chicken, soap and seasonal arrangements.

NOTE: Unfortunately, turkeys are not available for pre-order or on Market Day at the Day Before Thanksgiving Market this year.

Supplemental Nutrition Assistance Program (SNAP) recipients can continue to use their Michigan Bridge Card at the Meridian Township Winter Farmers’ Market. The Market also accepts Double-Up Food Bucks. Many vendors are also now accepting credit cards; however, having cash on-hand is recommended.

For additional information or to become a vendor, please contact Meridian Township Farmers’ Market Manager, Tom Cary by calling 517.712.2395, emailing farmersmarket@meridian.mi.us or visiting meridian.mi.us/Farmersmarket.

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FOR IMMEDIATE RELEASE
December 1, 2021

CONTACT: Patrick Reynolds, Executive Director
Meridian Historical Village
517.347.7300 | patrick@meridianhistoricalvillage.org

Begin Holiday Celebrations with Old Fashioned Traditions
Meridian Historical Village Hosts Christmas in the Village Event

Meridian Township, MI – Join the Friends of Historic Meridian and Santa for an afternoon of Christmas traditions from the Victorian Era.

What: Christmas in the Village

When: Sunday, December 12, 2021 from 2:00 pm to 4:00 pm

Where: Meridian Historical Village, 5151 Marsh Road, Okemos, MI

Who: This event is free and open to the public.

Why: Get in the holiday spirit as you enjoy Christmas traditions from the 1800's. Historical buildings will be open to the public and decorated for the holidays. Tours will be limited to up to 10 people at a time.

Meet Santa in the Unruh Barn, enjoy light snacks and hot chocolate in the Barnes House and listen to a violinist performing live holiday music outside the Village Chapel. The Annual Tree Lighting ceremony will take place at 4:00 pm.

For more information about Christmas in the Village call the Meridian Historical Village at 517.347.7300 or visit the Meridian Township website at www.meridian.mi.us.

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FOR IMMEDIATE RELEASE
December 1, 2021

CONTACT: Phil Deschaine, Treasurer
517.853.4140 | deschaine@meridian.mi.us

Winter Property Tax Bills Sent November 30

Meridian Township Residents Have Several Options Available to Pay Their Bill

Meridian Township, MI – Meridian Township residents will soon receive their Winter Property Tax Bills. Winter property taxes are due on February 14, 2022. Payments are accepted in person at the Treasurer's Office beginning Wednesday, December 1 during business hours between 8:00 am and 5:00 pm Monday – Friday. Please note that USPS post-marks are not accepted as proof of payment.

Residents can also pay their tax bills via mail, the 24-hour White Drop Box located outside the Municipal Building (5151 Marsh Road, Okemos), automatic bill payment or online at www.meridian.mi.us/BillPayments. There is no fee if paying online using a checking or savings account. An additional fee will only be charged when using a credit card or debit card.

When paying in person, residents are encouraged to bring the entire bill with them to expedite the payment process. If using the drop box or mail, residents should include their stub with payment. Taxpayers should be aware that local mail goes to Grand Rapids for sorting then comes back to the Lansing region for delivery, so the USPS takes days longer than in the past.

Payments must be received in the Treasurer's Office by Monday, February 14, or a 1% late fee will be charged.

For more information about taxes or other Township services, please visit the Meridian Township website at www.meridian.mi.us/TreasurersOffice or contact Township Treasurer Phil Deschaine at 517.853.4140.

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FOR IMMEDIATE RELEASE
December 1, 2021

CONTACT: Mike Devlin, Parks and Recreation Specialist
517.853.4612 | devlin@meridian.mi.us

“Drive-Thru Santa” Returns to Meridian Township
A Safe and Fun Way to Carry Out a Holiday Tradition

Meridian Township, MI – Meridian Township Parks & Recreation Department invites all residents to visit with Santa on Tuesday, December 14 from 3:00 pm to 8:20 pm at the Meridian Township Service Center, 2100 Gaylord C. Smith Court (Nancy Moore Park entrance).

Drive-Thru Santa provides an opportunity for families to visit with and have their pictures taken with Santa without ever leaving the car. Santa interacts with everyone in the car, including pets.

“This is a great way for children to participate in their annual visit with the “Man in Red” while remaining in the safety and comfort of their car,” said Mike Devlin, Parks & Recreation Specialist.

Event registration is required and timeslots are limited. The cost for the program is \$12/car which includes a visit with Santa, a photo and a small treat/present.

For additional information, contact Mike Devlin at 517.853.4612 or email devlin@meridian.mi.us.

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FOR IMMEDIATE RELEASE
December 1, 2021

Media Contact: Brandie Yates
Executive Producer
yates@meridian.mi.us
517.853.4208

HOMTV Recognized at Regional and National Levels
Meridian Township Government Access Channel Honored in Excellence

OKEMOS, MI – HOMTV continues success in competitions by receiving honors by the National Association of Telecommunications Officers and Advisors (NATOA), Alliance for Community Media (ACM) as well as the Central States Region Chapter of ACM.

ACM Hometown Media Awards – 2021 Hometown Media National Awards Competition:

<u>Category</u>	<u>Title</u>	<u>Award</u>
Overall Excellence in Governmental Access - \$300,000-\$600,000	“HOMTV Overall Excellence”	1st Place

The Hometown Media Awards honors and promotes community media and local cable programs that are distributed on Public, Educational and Governmental (PEG) access cable television channels. Awards are presented to the most creative programs that address community needs, develop diverse community involvement and move viewers to experience television in a different way. The Overall Excellence awards recognize access organizations for their overall operational activities and programming efforts.

NATOA – 2021 Government Programming Awards:

<u>Category</u>	<u>Title</u>	<u>Award</u>
Public/Community Meetings	“HOMTV’s Meridian Live Coverage: 11/17/20 Township Board Meeting”	First Place

The Government Programming Awards (GPAs) are annual awards that recognize excellence in broadcast, cable, multimedia and electronic programming produced by local government agencies.

ACM Central States Region – 2021 Philo Festival of Media Arts Competition Nominations:

<u>Category</u>	<u>Title</u>	<u>Award</u>
Documentary	“First Female Eagle Scouts: Troop 164 Special Feature”	Finalist

The ACM Central States Region includes Michigan, Indiana, Ohio and Kentucky. The PHILO Competition honors the memory of Philo T. Farnsworth, the father of modern television, by recognizing the efforts of modern day pioneers who work to further develop the use of this technology and promote the use of media in our communities. The “PHILO” is awarded as recognition of excellence in media creation.

“Our dedicated staff and interns are proud to provide high quality programming, news and information to the residents of Meridian Township. It’s an honor to see their hard work and combined efforts recognized by these prestigious organizations,” said HOMTV Executive Producer Brandie Yates.

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HOMTV is Meridian Township’s award-winning Government Access Channel televising exclusive gavel-to-gavel coverage of Township meetings, community news and original programming.





**CONSENT AGENDA
PROPOSED BOARD MINUTES
December 7, 2021**

PROPOSED MOTION:

- (1) Move to approve and ratify the minutes of the Regular Meeting of November 16, 2021, as submitted.**

ALTERNATE MOTION:

- (1) Move to approve and ratify the minutes of the Regular Meeting of November 16, 2021 with the following

amendment(s):[insert amendments]**

CHARTER TOWNSHIP OF MERIDIAN
REGULAR MEETING TOWNSHIP BOARD 2021 **-DRAFT-**
5151 Marsh Road, Okemos MI 48864-1198
517.853.4000, Township Hall Room
TUESDAY, November 16, 2021 **6:00 pm**

PRESENT: Supervisor Styka, Clerk Guthrie, Treasurer Deschaine, Trustees Jackson, Opsommer, Wisinski, Sundland

ABSENT: None

STAFF: Township Manager Walsh, Deputy Manager Perry, Fire Chief Hamel, Community Planning and Development Director Schmitt, Finance Director Mattison, Human Resources Director Tithof, IT Director Gebes, Communications Manager Yates

1. CALL MEETING TO ORDER

Supervisor Styka called the meeting to order at 6:03 pm.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Styka led the Pledge of Allegiance.

3. ROLLCALL

Clerk Guthrie called the roll of the Board. All members present.

4. PRESENTATION

A. Okemos High School Tennis State Champions-Suchir Nagisetty & Ethan Portnoy

Okemos High School Tennis Coach, Karim Jelassi introduced State Champs Suchir Nagisetty and Ethan Portnoy to the board.

B. Check Presentation from the Fire Department to It's a Breast Thing Charity

Fire Fighter Samantha Weber spoke about money raised by the Meridian Fire Department in honor of Breast Cancer Awareness Month. Samantha Weber then presented a check to Judy Tegreeny of the It's a Breast Thing charity.

C. Nokomis Learning Center-John Ostrander

Vice President of Nokomis Learning Center Board John Ostrander and President of Nokomis Learning Center Board Aarin Dokum gave a presentation on the Nokomis Learning Center to the board.

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Styka opened public remarks at 6:22 pm

Quenda Story, 4526 Marlborough Rd., Okemos MI, spoke about Daniels Drain.

Richard Harrington, 820 Piper Rd., Haslett MI, spoke about the urban and natural world interface.

David Pierson, 1142 S. Washington Ave., Lansing MI, stated he wished to give up his time and speak during the public hearing.

Charles Barbieri, 5505 Star Flower Dr., Haslett MI, stated he wished to give up his time and speak during the public hearing.

Cecilia Kramer, 4560 Oakwood Dr., Okemos MI, spoke about the Daniels Drain project.

Keith Latham, 4382 North Hickory Dr., spoke in opposition of the Daniels Drain assessment.

Cory Hill, 4507 Eastwood Dr., Okemos MI, spoke in opposition of the Daniels Drain assessment.

Ruth Luter, 4506 Marlborough Dr., Okemos MI, spoke about the Daniels Drain project.

Gary Stow, 4511 Eastwood Dr., Okemos MI, spoke in opposition of the Daniels Drain project.

Jessie Addler, 1580 Hillside Dr., Okemos MI, spoke about the new left turn light on Grand River, and on the Daniels Drain project.

Katherine Croft, 4517 Marlborough Rd., Okemos MI, spoke in opposition of the Daniels Drain assessment.

John Leone, 4544 Dobie Rd., Okemos MI, stated he wished to give up his time and speak during the public hearing.

Mike Osborn, 1494 Forest Hills Dr., Okemos MI, spoke in opposition of the Daniels Drain project.

Kavita Drolet, 4416 Alderwood Dr., Okemos MI, spoke about the Daniels Drain project.

Supervisor Styka closed public remarks at 6:44 pm

6. TOWNSHIP MANAGER REPORT

Township Manager Walsh reported the 2022 goal setting packet will be sent out on December 3rd. The new ice rink area will be open at the marketplace on December 4th. Friday, November 19th at 11:30 the marketplace will unveil the new public art piece. The annual deer cull is running until March 1st. The new website is up and running. The Meridian Township Police are participating in the No Shave November fundraiser. Thanked the board and township staff for their support during his personal tragedy.

7. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS

Trustee Sundland

- Attended Economic Development Corporation meeting November 4th concerning development on Okemos Rd.

8. APPROVAL OF AGENDA

Supervisor Styka suggested moving 13.B immediately after 11.B.

Trustee Opsommer moved to approve the agenda with item 13.B being moved to take place immediately after 11.B. Seconded by Trustee Wisinski.

VOICE VOTE: YEAS: Trustees Opsommer, Sundland, Wisinski, Jackson, Treasurer
Deschaine, Supervisor Styka, Clerk Guthrie

NAYS: None

Motion carried: 7-0

9. CONSENT AGENDA

Supervisor Styka reviewed the Consent Agenda.

Treasurer Deschaine moved to approve the Consent Agenda as presented. Seconded by Trustee Jackson.

ROLL CALL VOTE: YEAS: Trustees Opsommer, Sundland, Wisinski, Jackson, Treasurer
Deschaine, Supervisor Styka, Clerk Guthrie

NAYS: None

Motion carried: 7-0

A. Communications

Treasurer Deschaine moved that the communications not already assigned for disposition be referred to the Township Manager or Supervisor for follow-up. Seconded by Trustee Jackson.

ROLL CALL VOTE: YEAS: Trustees Opsommer, Sundland, Wisinski, Jackson, Treasurer
Deschaine, Supervisor Styka, Clerk Guthrie

NAYS: None

Motion carried: 7-0

B. Approval of Minutes – November 2, 2021

Treasurer Deschaine moved to approve and ratify the minutes of November 21, 2021 as presented. Seconded by Trustee Jackson.

ROLL CALL VOTE: YEAS: Trustees Opsommer, Sundland, Wisinski, Jackson, Treasurer Deschaine, Supervisor Styka, Clerk Guthrie

NAYS: None

Motion carried: 7-0

C. Bills

Treasurer Deschaine moved to approve that the Township Board approve the Manager's Bills as follows: Seconded by Trustee Jackson.

Common Cash	\$	324,026.73
Public Works	\$	578,506.71
Trust & Agency	\$	<u>1,174.06</u>
Total Checks	\$	903,707.50
Credit Card Transactions	\$	15,289.92
10/28/2021-11/11/2021		
Total Purchases	\$	<u>915,966.00</u>
ACH Payments	\$	<u>779,206.63</u>

ROLL CALL VOTE: YEAS: Trustees Opsommer, Sundland, Wisinski, Jackson, Treasurer Deschaine, Supervisor Styka, Clerk Guthrie

NAYS: None

Motion carried: 7-0

10. QUESTIONS FOR THE ATTORNEY – NONE

11. HEARINGS

A. Silverstone Estates Public Streetlighting Improvement

Supervisor Styka opened the public hearing at 6:51 pm.

Deputy Manager Perry outlined the Silverstone Estates Public Streetlighting Improvement.

Supervisor Styka closed the public hearing at 6:52 pm.

B. Daniels Drain Public Drain Improvement

Supervisor Styka opened the public hearing at 6:52 pm.

Deputy Manager Perry outlined the Daniels Drain project for public hearing.

David Pierson, 1142 S. Washington Ave., Lansing MI, representing Ellens Properties, 1619 Grand River Rd., spoke in opposition of the Daniels Drain Assessment.

Charles Barbieri, 5505 Star Flower Dr., Haslett MI, representing the Ponds Cooperative Home Owners Association, spoke in support of the Daniels Drain Project, and in opposition of the Daniels Drain Assessment.

John Leone, 4544 Dobie Rd., Okemos MI, spoke in opposition of the Daniels Drain assessment.

Jerry Fedewa, 5570 Okemos Rd., spoke in opposition of the Daniels Drain assessment.

David Ledebuhr, 4767 Cornell Rd., Okemos MI, spoke in opposition of the Daniels Drain assessment.

Quenda Story, 4526 Marlborough Rd., Okemos MI, spoke about the Daniels Drain assessment.

Jessie Addler, 1580 Hillside Dr., Okemos MI, spoke in opposition of the Daniels Drain project and the Daniels Drain assessment.

Brian Markum, 4424, Satinwood Dr., Okemos MI, spoke in opposition of the Daniels Drain assessment.

Kavita Drolet, 4416 Alderwood Dr., Okemos MI, spoke about the Daniels Drain project.

Katherine Croft, 4517 Marlborough Rd., Okemos MI, spoke in opposition of the Daniels Drain assessment.

Cecilia Kramer, 4560 Oakwood, Okemos MI, spoke about the Daniels Drain project.

Mike Osborn, 1494 Forest Hills, Okemos MI, spoke in opposition of the Daniels Drain project.

Michelle Eschelbach, 1384 Ivywood Dr., Okemos MI, spoke about the Daniels Drain project.

Supervisor Styka closed the public hearing at 7:39 pm.

13. BOARD DISCUSSION ITEM MOVED DURING APPROVAL OF AGENDA

C. Daniels Drain Public Drain Improvement

Deputy Manager Perry outlined the Daniels Drain Public Drain Improvement for discussion.

Trustee Jackson asked if anyone from Spicer Group is here.

Deputy Manager Perry called Tim Inman representing Spicer Group to the podium.

Mr. Inman explained and discussed with board members how the assessment roll was created detailing the different factors that determined the cost to residents.

Clerk Guthrie asked for a review on the calculations of the deciduous forest land cover.

Mr. Inman explained the land cover used is from national land cover dataset. Any change from land cover since 2016 may need to be discussed. He further explained how each land cover type is applied to calculations.

Clerk Guthrie asked if a portion of deciduous forest no longer exists since 2016 how was that accounted for.

Mr. Inman stated that has not been accounted for. He explained that every parcel has been given a benefit score based on an aggregate score based on different land types on the parcel.

Clerk Guthrie asked about the effects of landscaping on property assessments.

Deputy Manager Perry stated the assessments are made from data from 2016.

Treasurer Deschaine questioned the benefit factor, as he believes that everyone will benefit equally from having functioning drains.

Deputy Manager Perry explained it comes down to asset management.

Treasurer Deschaine thanked residents for coming to the meeting and spoke about the high cost of the Daniels Drain project.

Trustee Opsommer thanked the residents who came out tonight. He spoke about the townships process in drain repair, and asked what the bond interest rate will be.

Deputy Manager Perry stated the bond interest rate should be 1.75.

Trustee Wisinski thanked residents for attending tonight's meeting and spoke about better communicating to residents in the future as well as stating the County Drain Commissioner should be present for meetings related to Daniels Drain.

Trustee Jackson outlined the townships plan for the Daniels Drain Project with Deputy Manager Perry and thanked residents for showing up to tonight's meeting and reminded residents there will be a second public hearing. She stated residents should contact Director Manager Perry's office for any questions or concerns.

Deputy Manager Perry stated there hasn't been a date set for the second public hearing, but gave his the phone number and email address to his office.

Supervisor Styka thanked residents for attending. He spoke about the bond interest rate and the cost of the Daniels Drain project to Meridian Township billed by the Drain Commissioner.

The board recessed at 8:28 pm.

The board resumed at 8:47 pm.

12. ACTION ITEMS

A. Town Hall Room A/V Upgrades

Clerk Guthrie moved to authorize the Communications Department to proceed with the proposed Town Hall Room A/V Upgrades Project to take place in 2022 with funds from the former Cable TV PEG Revenue Account. Seconded by Trustee Jackson.

The board discussed the Town Hall Room A/V Upgrades with Manager Yates and Jeff Possanza of Smart Homes and Smart Offices.

ROLL CALL VOTE: YEAS: Treasurer Deschaine, Trustees Jackson, Opsommer, Sundland
Wisinski, Supervisor Styka, Clerk Guthrie

NAYS: None

Motion carried: 7-0

B. Zoning Amendment #21020 - Mixed Use Planned Unit Development Ordinance Update-
Introduction

Trustee Jackson moved to adopt the resolution approving for introduction Zoning Amendment #21020 to amend Article 4, District Regulations, of the Charter Township of Meridian Zoning Code to update the Zoning Ordinance to update the Mixed Use Planned Unit Development (MUPUD) regulations. Seconded by Trustee Opsommer.

The Board thanked Director Schmitt and his staff for their work on this Ordinance.

ROLL CALL VOTE: YEAS: Supervisor Styka, Clerk Guthrie, Treasurer Deschaine, Trustees
Jackson, Opsommer, Sundland, Wisinski

NAYS: None

Motion carried: 7-0

C. Retention and Recruitment Program

Clerk Guthrie moved to approve the recommendation from the township manager & Director of human resources to fully implement the 2022 retention & Recruitment wellness program. Seconded by Treasurer Deschaine.

Manager Walsh outlined the Retention and Recruitment Program. He gave thanks to Director Tithof, Clerk Guthrie and Trustee Jackson for their work on showing appreciation to staff.

Clerk Guthrie asked about a plan for staff feedback after the Retention and Recruitment Program has been enacted, spoke about incentives that have been given to staff and suggested the board budget funds for incentives in the future.

Manager Walsh stated there is money in the budget for incentives for the staff. He further stated that any gift cards are supplied by outside parties.

Trustee Jackson asked what Manager Walsh learned from police and fire and their wants besides money.

Manager Walsh replied that most groups prefer flex time over money. He stated that police and fire would like higher staff levels so they can take more time off.

Trustee Jackson asked if the 3% raise applied to all non-police and fire including directors.

Manager Walsh replied yes, all employees will receive the raise other than himself, Treasurer Deschaine, and Clerk Guthrie.

Treasurer Deschaine stated "The Great Resignation" is getting worse as more people are leaving their jobs. He further stated the manager had been talking about flex time since 2019.

Trustee Wisinski asked if the half-hour flex time would be in effect during the weeks of January and February.

Manager Walsh replied no.

Trustee Wisinski asked if the four-day work week could be recurring.

Manager Walsh replied it will be evaluated and it is certainly possible to have four-day work week again in the future.

Trustee Wisinski asked why police and fire cannot take time off.

Manager Walsh stated it's because of the capacity of the departments.

Clerk Guthrie asked if Treasury and DPW staff that will be required to work on Fridays when the township is closed will receive time off.

Treasurer Deschaine replied they will have that time off given back to them.

Trustee Jackson stated that she thinks this plan will make good progress in making Meridian Township an even better place to work.

Supervisor Styka reminded the board that more fiscally conservative residents may be opposed to this plan. He stated the money being spent on this plan is not wasted as the township is facing a recruitment and retention problem.

Trustee Opsommer stated he is happy with the plan and the efforts put forth from various sources.

ROLL CALL VOTE: YEAS: Clerk Guthrie, Treasurer Deschaine, Supervisor Styka, Trustees Jackson, Wisinski, Sundland, Opsommer

NAYS: None

Motion carried: 7-0

D. 2021 Small Business Saturday Resolution

Supervisor Styka outlined the 2021 Small Business Saturday Resolution.

Trustee Wisinski moved to approve the resolution in recognition of small business Saturday. Seconded by Trustee Jackson.

Trustee Wisinski asked how to communicate to the public a list of small businesses in the township.

Treasurer Deschaine stated that Director Clark is working on a small business recognition project at this time.

Trustee Jackson stated during the pandemic the EDC sponsored grants to small businesses in the township.

VOICE VOTE: YEAS: Supervisor Styka, Clerk Guthrie, Treasurer Deschaine, Trustees Jackson, Opsommer, Wisinski, Sundland

NAYS: None

Motion carried: 7-0

13. BOARD DISCUSSION ITEMS

A. Silverstone Estates Public Streetlighting Improvement

Deputy Manager Perry stated he had nothing more to add to this topic at this time.

~~B. Daniels Drain Public Drain Improvement~~

C. Diversity, Equity and Inclusion Plan Update

Director Tithof outlined the Diversity, Equity and Inclusion Plan Update for discussion.

Trustee Wisinski thanked Director Tithof for her service to the township and discussed the DEI plan.

Treasurer Deschaine asked the board to give the manager specific goals for things they would like to see to advance diversity, equity and inclusion.

D. Information Technology Assessment Update

Director Gebes outlined the Information Technology Assessment Update for discussion.

The board and Director Gebes discussed the Information Technology Assessment Update.

14. COMMENTS FROM THE PUBLIC

Supervisor Styka Opened Public Remarks at 9:41 pm.

NONE

Supervisor Styka Closed Public Remarks at 9:41 pm.

15. OTHER MATTERS AND BOARD MEMBER COMMENTS

Trustee Wisinski

- The Environmental Commission 2021 fiscal year green grants have come to a close
- Emma Campbell and Environment Commissioner Kendra Grasseschi are working to support a build back the buffer in the green grants
- Environmental Commission worked to review the green infrastructure template
- Winter Coat Drive this Saturday, November 20th from 10am-2pm at marketplace
- Two student representative commissioners are resigning from the Environmental Commission
- Thanked Director Yates for her assistance with the wetland education campaign
- Ground Water Management Board is working on 2022 goal setting and budget approval

Trustee Opsommer

- The provisions of the open meetings act pertaining to virtual meetings are about to end and will no longer allow board members to vote virtually
- The short-term rental bill is sitting in the senate as the house voted in favor of the bill. The senate won't be back until Tuesday November 30th. The bill prevents the board from regulating short term rentals through Zoning Ordinance. The board could implement a cap on them related to the overall housing stock but no less than 30%

Treasurer Deschaine

- Tax bills should be received by residents on December 1st

16. ADJOURNMENT

Treasurer Deschaine moved to adjourn. Seconded by Trustee Opsommer.

VOICE/HAND VOTE: Motion carried 7-0

Supervisor Styka adjourned the meeting at 9:48 pm.

RONALD J. STYKA,
TOWNSHIP SUPERVISOR

DEBORAH GUTHRIE
TOWNSHIP CLERK



9.C

To: Board Members
From: Miriam Mattison, Finance Director
Date: December 7, 2021
Re: Board Bills

Charter Township of Meridian
Board Meeting
12/7/2021

MOVED THAT THE TOWNSHIP BOARD APPROVE THE MANAGER'S
BILLS AS FOLLOWS:

COMMON CASH	\$	543,643.20
PUBLIC WORKS	\$	494,378.92
TRUST & AGENCY	\$	9,120.34

TOTAL CHECKS: \$ 1,047,142.46

CREDIT CARD TRANSACTIONS

11/12/2021 to 12/01/2021

\$ 12,478.81

TOTAL PURCHASES: \$ 1,059,621.27

ACH PAYMENTS

\$ 1,008,794.88

Vendor Name	Description	Amount	Check #
1. AIRGAS GREAT LAKES	ORDER #1104456627 MEDICAL OXYGEN	108.06	
	ORDER #1105004823 MEDICAL OXYGEN	142.25	
	RENTAL MEDICAL OXYGEN	569.70	
	RENTAL MEDICAL OXYGEN	97.90	
	TOTAL	917.91	
2. APOLLO FIRE EQUIPMENT	FIRE HELMETS	2,090.88	
	FIRE HELMETS	696.96	
	FIRE HELMETS	2,090.88	
	TOTAL	4,878.72	
3. ASAP PRINTING	STAFF BUSINESS CARDS PRINTING	81.19	
	BUSINESS CARDS D. HUGHES	40.00	
	TOTAL	121.19	
4. AT & T	LEGACY TELEPHONE NUMBERS - 517.349.1200	32.84	
5. AT & T	SWITCHED ETHERNET DATA SERVICE - THB - FS91	1,590.43	106211
6. AT & T	DS-1 TO FIRE#92 - OCT 2 TO NOV 1, 2021	543.33	106210
	DS-1 TO COEL - OCT 2 TO NOV 1, 2021	583.33	106210
	TOTAL	1,126.66	
7. AT & T MOBILITY	NOV 5 TO DEC 4, 2021 - DISPATCH NON-EMERGENCY	76.52	106212
8. AXON ENTERPRISE, INC	30 BODY CAMERA MOUNTS	1,252.50	
9. BARYAMES CLEANERS	CLOSING DATE 11/16/2021 - POLICE UNIFORM CLEANING	507.75	
10. BENSON HILLS APARTMENTS	RENT FOR TENANT - D. YEARBY	484.09	106204
11. BLUE CROSS BLUE SHIELD OF MICHIGAN	DEC 2021 BCBS PPO HEALTH INS PMT	3,913.88	
12. BOBCAT OF LANSING	MOTOR POOL - PATHWAYS SNOW BLOWER - UNIT # 688	391.15	
13. CDW	MCAFEE MVISION STANDARD SUBSCRIPTION RENEWAL 1 YEA	4,677.20	
14. CLUB MERIDIAN	EMERGENCY RENT FOR J. CHILDERS	1,000.00	106206
15. COMCAST	HOM TV - SERVICES FROM NOV 14 2021 TO DEC 13 2021	311.31	106207
	SERVICES FROM DEC 1 2021 TO DEC 31 2021 - THB INET	437.40	
	HNC SERVICES FROM NOV 29 2021 TO DEC 28 2021	202.68	106207
	PD - SERVICES FROM NOV 29, 2021 TO DEC 28, 2021	24.03	
	FIRE 91 - SERVICES FROM NOV 16 2021 TO DEC 15 2021	153.35	106207
	OCT 20 2021 TO NOV 19 2021 - FD 'FREE' DROP	8.01	106207
	NOV 20 2021 TO DEC 19 2021 - FD 'FREE' DROP	8.01	106207
	NOV 19 2021 TO DEC 18 2021 - SCADA INET	138.35	106207
	TOTAL	1,283.14	
16. COMPLI CHECK	ASBESTOS COMPLIANCE SURVEY 5280 OKEMOS ROAD	844.00	
17. CRYSTAL FLASH	MOTOR POOL - FLEET FUEL NOV 2021	13,093.09	
	FLEET FUEL NOV 2021	3,364.41	
	TOTAL	16,457.50	

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18. DBI	RUBBERBANDS - OFFICE SUPPLIES	2.55	
	OFFICE SUPPLIES	1.78	
	THERMAL POUCHES - OFFICE SUPPLIES	45.34	
	HIGHLIGHTERS - OFFICE SUPPLIES	26.36	
	CALENDAR/JUMBO CLIPS - OFFICE SUPPLIES	15.13	
	TOTAL	91.16	
19. DELL MARKETING LP	DELL 5420 MOBILE WORKSTATION REPLACEMENTS	1,520.33	
20. FAHEY SCHULTZ BURZYCH RHODES PLC	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	5,840.90	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	406.50	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	22.50	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	570.00	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	2,972.92	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	877.50	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	692.50	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	135.00	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	1,294.00	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	67.50	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	1,347.00	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	737.50	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	295.00	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	175.00	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	130.00	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	45.00	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	457.50	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	180.00	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	905.00	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	220.00	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	220.00	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	202.50	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	45.00	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	45.00	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	2,907.50	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	468.01	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	320.72	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	71.27	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	2,268.80	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	768.14	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	1,853.06	
	PROFESSIONAL LEGAL SERVICES THROUGH OCT 31 2021	175.00	
	TOTAL	26,716.32	
21. FAMILY GRADE & GRAVEL	RECYCLE CENTER ACCESS ROAD MAINTENANCE	3,500.00	
22. FISHBECK, THOMPSON, CARR & HUBER	PROF SERVICES THRU 10/29/2021 - WUP18-04	756.65	
	PROF SERVICES THROUGH 10/29/2021 - 2021 ECOLOGICAL	77.50	
	PROF SERVICES THROUGH 10/29/2021 - WDV21-08	1,723.25	
	PROF SERVICES THRU 10/29/2021 - GILLESPIE VIOLATIO	1,103.25	
	TOTAL	3,660.65	
23. FORESIGHT GROUP	#10 WINDOW ENVELOPES - WATER BILLS	480.67	
	WATER BILLS AND POSTAGE FOR 11/15/2021	505.93	
	TOTAL	986.60	
24. GALLAGHER BENEFIT SERVICES, INC	NOV 2021 HEALTHCARE CONSULTING FEE	2,723.53	

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25. GRANGER	ACCT # 17334070 - RUBBISH & RECYCLING DISPOSAL SER	86.96	
	ACCT #17349880 AUG-OCT 2021 - GAYORD C SMITH RECYC	70.00	
	ACCOUNT #1106100 - TOWNHALL RUBBISH SERVICES	114.33	
	ACCOUNT #1106200 - GAYLORD C SMITH CT RUBBISH SERV	256.98	
	ACCOUNT #1106300 - SOUTH FIRE RUBBISH SERVICES	74.26	
	ACCOUNT #2509750 - CENTRAL FIRE RUBBISH SERVICES	87.00	
	ACCOUNT 15896205 NORTH FIRE RUBBISH SERVICES	69.60	
	TOTAL	759.13	
26. H&R ELECTRICAL CONTRACTORS LLC	DRIVEWAY LIGHT POLE REPAIRS	4,511.00	
27. HAMMOND FARMS	STRAW BALES FOR HALLOWEEN EVENTS	54.00	
	MULCH FOR MARKETPLACE	85.50	
	TOTAL	139.50	
28. HASLETT-OKEMOS ROTARY	3RD & 4TH QUARTER MEMBER DUES - D GUTHRIE	290.00	
29. HEAT'N SWEEP	PERMIT CANCELLED 50% REFUND	72.50	
	OVERPAYMENT FOR PERMIT BY CONTRACTOR	15.00	
	TOTAL	87.50	
30. IMAGE TREND INC	IMAGETREND ANNUAL SUPPORT	5,309.47	
31. INGHAM COUNTY 911	MISC 911 FEES FOR 2021	5,183.18	
32. INGHAM COUNTY DRAIN COMMISSIONER	2ND PAYMENT POTTER. EDSON, COLBY, NEMOKA DRAIN PRO	318,556.90	
33. JEFFORY BROUGHTON	RADIO MAINTENANCE/PARTS/EQUIPMENT	375.00	
	RADIO MAINTENANCE/PARTS/EQUIPMENT	454.95	
	TOTAL	829.95	
34. JENKS BROTHERS PLBG & HTG INC	CONTRACTOR OVERPAYMENT PLUMBING PERMITS	5.00	
35. JOHN HINES	REIMBURSEMENT FOR WORK BOOTS	169.99	
36. KENTWOOD OFFICE FURNITURE	GROMMET COVERS FOR ELECTRICAL OUTLETTSS	500.00	
37. KIWANIS CLUB OF HASLETT-OKEMOS	MEMBERSHIP DUES - TREASURER DESCHAIINE	135.00	
38. LAFONTAINE AUTOMOTIVE GROUP	MOTOR POOL - UNIT #128	188.50	
39. LANSING SANITARY SUPPLY INC	VACUME REPAIR PLUG	81.07	
	BUILDINGS - PAPER TOWELS/TOILET TISSUE SUPPLIES	287.22	
	TOTAL	368.29	
40. LANSING UNIFORM COMPANY	UNIFORM ITEMS - A. CAVALCANTE	418.15	
	ALTERATIONS SEW ON PATCHES - POLICE UNIFORM	15.00	
	SOFTSHELL - POLICE UNIFORM - B CRANE	139.95	
	PANTS - POLICE UNIFORM PURCHASES	903.00	
	POLICE UNIFORM - BOOTS - LT GRILLO	209.95	
	TOTAL	1,686.05	
41. LEAK PETROLEUM EQUIPMENT INC	MOTOR POOL - FUEL RINGS	499.51	
42. LEAVITT & STARCK EXCAVATING, INC	MSU TO LAKE LANSING PATHWAY PHASE IIB CONSTRUCTION	48,120.69	
43. LOGICALIS	IT SERVICES HELP DESK	3,345.00	
	IT HELP DESK - NOVEMBER 2021	3,345.00	
	TOTAL	6,690.00	

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44. LUKE LANDSCAPE COMPANY	NOV 2021 MOWING SERVICES FOR CODE ENFORCEMENT	50.00	
45. MADISON NATIONAL LIFE INS CO	DEC 2021 SPONSORED TERM LIFE & LTD INS	3,296.82	
46. MANNIK AND SMITH	SERVICES THRU OCT 29 2021 - PROJ M4150001 DESIGN E	4,762.00	
47. MERIDIAN TOWNSHIP	TRANSFER FLEX CHECKING FOR 11/19/2021 PAYROLL	370.23	
	TRANSFER FOR FLEX CHECKING FOR 12/03/2021 PAYROLL	370.23	
	TOTAL	740.46	
48. MERIDIAN TOWNSHIP RETAINAGE	MSU TO LAKE LANSING PATHWAY PHASE IIB CONSTRUCTION	5,346.75	
49. MERRILL FORD	MOTOR POOL - #117 - REPAIRS	2,842.14	
	CREDIT RETURN LAMP ASY	(259.11)	
	TOTAL	2,583.03	
50. MICHIGAN ASSESSORS ASSOCIATION	MMA MEMBERSHIP DUES DIFFERENCE	65.00	
51. MICHIGAN MUNICIPAL LEAGUE	01/01/2022 THROUGH 12/31/2022 - 2022 CDL DRIVERS M	1,920.00	
52. MIKE DEVLIN	REIMBURSEMENT COOLERS FOR SPECIAL EVENTS	29.97	
53. MUZZALL GRAPHICS	2021 WINTER PROPERTY TAX BILL PRINTING	1,913.67	
54. OKEMOS MARATHON	MOTOR POOL - TOWING ON 06/09/2021	83.00	
55. PHOENIX SAFETY OUTFITTERS	FIRE HOSE FOR NEW TRUCK	8,440.18	
56. PLAYGROUND GUARDIAN, LLC	REPAIR/REPAINT PLATFORMS & STAIRS ON PLAYGROUNDS	6,500.00	
57. PURE GREEN	TRIM TREES HISTORICAL VILLAGE	995.00	
58. QUALITY TIRE INC	MOTOR POOL TIRES & DISPOSAL	81.00	
59. R & R FIRE TRUCK REPAIR INC	UNIT #137 - FIRE ENGINE PUMP TESTS	180.00	
	UNIT #138 - FIRE ENGINE PUMP TEST	344.00	
	UNIT #150 - FIRE ENGINE PUMP TESTS	180.00	
	TOTAL	704.00	
60. RANDAZZO MECHANICAL HEATING & COOL	PERMIT CANCELLED BY CONTRACTOR 50% REFUND	97.50	
61. RAPID FLUSH	PUMP OUT SEPTIC TANK N. MERIDIAN RD PARK	450.00	
62. RONALD RAU	REIMBURSEMENT FOR WORK BOOTS	143.09	
63. SOLDAN'S FEED & PET SUPPLIES	SUPPLIES FOR K9	71.97	
	SUPPLIES FOR K9	70.97	
	TOTAL	142.94	
64. SPARROW OCCUPATIONAL	OCT 2021 PRE-EMPLOYMENT & FITNESS FOR DUTY PHYSIC	3,280.00	
65. SPICER GROUP	DANIELS DRAIN ASSESSMENT ROLL PROF SERV THRU OCT 3	3,256.00	
66. SUPREME SANITATION	NOV 2021 PORT-A-JOHNS TOWNER ROAD PARK	90.00	
	NOV 2021 PORT-A-JOHNS HILLBROOK PARK	90.00	
	NOV 2021 - PORT-A-JOHNS NANCY MOORE PARK	90.00	
	NOV 2021 - PORT-A-JOHNS MARKETPLACE	65.70	
	11/20/2021 TO 11/30/2021 - PORT-A-JOHNS SKATING RI	29.70	
	TOTAL	365.40	
67. TDS	TDS - ANALOG SERVICES - NOV 2021	1,647.95	

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Vendor Name	Description	Amount	Check #
68. TEAM FINANCIAL GROUP	COPER LEASE NOV 2021	1,471.50	
69. THE HARKNESS LAW FIRM PLLC	NOVEMBER 2021 - LEGAL FEES-UTC	6,687.96	
70. TOKIO MARINE HCC	INS. REIMB. CLAIM DAMAGE TO VEHICLE BY FD	891.56	
71. USA TODAY NETWORK	SEPT 1 TO SEPT 30, 2021 - LEGAL ADVERTISEMENTS	793.20	
	OCT 1 TO OCT 31, 2021 - LEGAL ADVERTISEMENTS	1,306.70	
	TOTAL	2,099.90	
72. VALLEY CITY ELECTRONIC RECYCLING	ELECTRONIC RECYCLING FROM 2021 FALL RECYCLING EVEN	7,094.40	
73. VERIZON CONNECT	10/01/21 TO 10/31/21 - VEHICLE DATA UPLINK - MERIO	1,359.96	106209
74. VERIZON WIRELESS	SERVICES FROM OCT 24, 2021 TO NOV 23, 2021	4,205.77	106208
75. WEST SHORE FIRE INC	SCBA PACK PARTS, MASKS, VOICE AMPS REPAIRS	54.97	
	MAKO BLUE SYNETHIC OIL	99.69	
	TOTAL	154.66	
TOTAL - ALL VENDORS		543,643.20	

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Vendor Name	Description	Amount	Check #
1. AEGION-CORRPRO	N & S WATER TOWER CATHODIC PROTECTION INSPECTIONS	1,655.00	
2. ANDERSON MIDWAYS	REIMB CONSTRUCTION METER MERIDIAN MALL	794.46	
3. BLUE CROSS BLUE SHIELD OF MICHIGAN	DEC 2021 BCBS PPO HEALTH INS PMT	475.16	
4. CITY OF EAST LANSING	SEWER OPERATIONS BILLINGS - DEC 2021	184,082.91	
	ELMWSA OPERATING & INTERCONNECT & DEBT SHARING DE	295,293.75	
	TOTAL	479,376.66	
5. E & L CONSTRUCTION GROUP	REIMB CONSTRUCTION METER RED CEDAR MANOR	1,120.84	
6. ET MACKENZIE CO	REIMB TWO CONSTRUCTION METERS SILVERSTONE & POWELL	2,301.20	
7. GALLAGHER BENEFIT SERVICES, INC	NOV 2021 HEALTHCARE CONSULTING FEE	526.47	
8. HOFFMAN BROS. INC	REIMB CONSTRUCTION METER 4442 SATINWOOD	1,170.44	
9. INGHAM COUNTY ROAD DEPARTMENT	COLD PATCH	821.74	
10. JACKSON DIRT WORKS	REIMB CONSTRUCTION METER AT 5871 EDSON	1,091.08	
11. MADISON NATIONAL LIFE INS CO	DEC 2021 SPONSORED TERM LIFE & LTD INS	405.50	
12. MERLO CONSTRUCTION	REIMB CONSTRUCTION METER 2010 GR RIVER	886.72	
13. QUALITY ENVIRONMENTAL SERVICES	REIMB OF CONSTRUCTION METER OKEMOS/HAMILTON	1,081.16	
14. TL CONTRACTING INC	REIMB CONSTRUCTION METER 3302 JOLLY RD	1,143.91	
15. UNIVERSAL CONSOLIATED ENTERPRISES	REIMB CONSTRUCTION METER DONLEY SCHOOL	1,081.16	
16. VERIZON WIRELESS	SERVICES FROM OCT 24, 2021 TO NOV 23, 2021	447.42	28829
TOTAL - ALL VENDORS		494,378.92	

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Vendor Name	Description	Amount	Check #
1. MERIDIAN TOWNSHIP DDA	DDA DISBURSEMENT 2021 SUMMER TAX THRU 09/30/2021	9,120.34	13232
TOTAL - ALL VENDORS		9,120.34	

Credit Card Report 11/12/2021-12/1/2021

Posting Date	Merchant Name	Amount	Name
2021/11/15	THE HOME DEPOT #2723	\$40.94	LAWRENCE BOBB
2021/11/17	THE HOME DEPOT #2723	\$168.80	LAWRENCE BOBB
2021/11/19	TRACTOR SUPPLY #1149	\$149.97	LAWRENCE BOBB
2021/11/19	THE HOME DEPOT #2723	\$191.06	LAWRENCE BOBB
2021/11/22	THE HOME DEPOT 2723	\$387.40	LAWRENCE BOBB
2021/11/22	THE HOME DEPOT #2723	\$8.28	LAWRENCE BOBB
2021/11/22	THE HOME DEPOT #2723	\$24.98	LAWRENCE BOBB
2021/11/24	THE HOME DEPOT #2723	\$15.98	LAWRENCE BOBB
2021/11/24	THE HOME DEPOT #2723	\$73.50	LAWRENCE BOBB
2021/11/26	THE HOME DEPOT 2723	\$221.41	LAWRENCE BOBB
2021/12/01	244 AUTO VALUE EAST LANSI	\$69.75	ROBERT STACY
2021/12/01	THE HOME DEPOT #2723	\$21.95	ROBERT STACY
2021/11/19	HASLETT TRUE VALUE HARDW	\$13.98	JIM HANSEN
2021/11/18	THE HOME DEPOT #2723	\$25.86	TYLER KENNEL
2021/11/24	HOMEDPOT.COM	\$240.12	TYLER KENNEL
2021/11/26	OFFICEMAX/OFFICEDEPT#3379	\$121.19	TYLER KENNEL
2021/11/26	THE HOME DEPOT #2723	\$16.58	TYLER KENNEL
2021/11/22	THE HOME DEPOT #2723	\$9.97	KYLE FOGG
2021/11/26	OFFICEMAX/OFFICEDEPT#3379	\$33.49	KYLE FOGG
2021/12/01	HASLETT TRUE VALUE HARDW	\$13.98	KYLE FOGG
2021/11/26	THE HOME DEPOT #2723	\$47.89	RUDY GONZALES
2021/11/15	HOLIDAY INN EXPRESS	\$574.38	ANDREW MCCREADY
2021/11/22	HOLIDAY INN EXPRESS	\$579.56	ANDREW MCCREADY
2021/11/30	MAGNETSONTHECHEAP.COM	\$22.56	ANDREW MCCREADY
2021/11/30	DRI*UPRINTING	\$135.90	ANDREW MCCREADY
2021/11/19	THE HOME DEPOT #2723	\$119.88	JANE GREENWAY
2021/11/15	MEIJER # 253	\$6.38	ALLISON GOODMAN
2021/11/17	SOLDAN S PET SUPPLIES	\$10.14	ALLISON GOODMAN
2021/11/23	TOM'S FOOD	\$3.00	ALLISON GOODMAN
2021/11/24	SOLDAN S PET SUPPLIES	\$89.91	ALLISON GOODMAN
2021/11/24	WAL-MART #2866	\$89.67	ALLISON GOODMAN
2021/12/01	SOLDAN S PET SUPPLIES	\$10.74	ALLISON GOODMAN
2021/12/01	MEIJER # 025	\$36.26	ALLISON GOODMAN
2021/11/18	THE HOME DEPOT 2723	\$239.38	BRIDGET CANNON
2021/11/12	THE HOME DEPOT #2723	\$38.40	JACOB FLANNERY
2021/11/16	244 AUTO VALUE EAST LANSI	\$26.34	WILLIAM RICHARDSON
2021/11/12	MCKESSON MEDICAL SURGICAL	\$86.51	KRISTI SCHAEING
2021/11/15	MCKESSON MEDICAL SURGICAL	\$31.59	KRISTI SCHAEING
2021/11/16	SQ *HASLETT/OKEMOS ROTARY	\$145.00	KRISTI SCHAEING
2021/11/17	MCKESSON MEDICAL SURGICAL	\$31.12	KRISTI SCHAEING
2021/11/22	FORESIGHT GROUP LLC	\$29.85	KRISTI SCHAEING
2021/11/24	AMZN MKTP US*HG4D98WK3	\$43.44	KRISTI SCHAEING
2021/11/24	MCKESSON MEDICAL SURGICAL	\$74.59	KRISTI SCHAEING
2021/11/30	IN *JOHNSON, ROBERTS, & A	\$17.50	KRISTI SCHAEING
2021/12/01	MCKESSON MEDICAL SURGICAL	\$245.17	KRISTI SCHAEING
2021/11/22	AMAZON.COM*SD1JB99K3	\$9.99	KRISTEN COLE
2021/11/22	AMZN MKTP US*EI86P8IN3	\$18.58	KRISTEN COLE
2021/11/22	AMZN MKTP US*831X94YT3	\$33.16	KRISTEN COLE
2021/12/01	OPENTIMECLOCK	\$25.00	KRISTEN COLE
2021/11/22	TEAM LANSING FNDTN	\$10.00	ANDREA SMILEY
2021/11/26	EIG*CONSTANTCONTACT.COM	\$199.00	ANDREA SMILEY
2021/11/29	SALINAGLASS.COM	(\$34.85)	ANDREA SMILEY

2021/12/01	THE HOME DEPOT #2723	\$12.88	MIKE ELLIS
2021/11/18	OLD CHCG PIZZA AND TAP RM	\$20.51	FRANK L WALSH
2021/11/18	OLD CHCG PIZZA AND TAP RM	\$21.03	FRANK L WALSH
2021/11/12	GILLETTES INTERSTATE RV I	\$52.62	TODD FRANK
2021/11/22	HUTSON INC	(\$35.43)	TODD FRANK
2021/11/22	HUTONS INC	\$230.02	TODD FRANK
2021/11/22	HUTSON INC	\$35.43	TODD FRANK
2021/11/22	THE HOME DEPOT #2723	\$8.32	TODD FRANK
2021/11/15	IN *NATL ASSN OF TELECOMM	\$50.00	BRANDIE YATES
2021/12/01	WEB*NETWORKSOLUTIONS	\$15.99	BRANDIE YATES
2021/11/19	STAPLS7344125433000001	\$217.52	STEPHEN GEBES
2021/11/19	AMZN MKTP US*4A6UT5GD3	\$33.18	STEPHEN GEBES
2021/11/22	ZOOM.US 888-799-9666	\$514.85	STEPHEN GEBES
2021/11/22	CDW GOVT #N832855	\$643.88	STEPHEN GEBES
2021/11/24	FEDEX 286439330404	\$42.98	STEPHEN GEBES
2021/11/15	PSI - MCOLES	\$68.00	RICHARD GRILLO
2021/11/22	GRAINGER	\$10.76	ROBERT MACKENZIE
2021/11/24	GRAINGER	\$261.52	ROBERT MACKENZIE
2021/11/26	AMAZON.COM*0Y9E13153	\$159.95	ROBERT MACKENZIE
2021/11/26	GRAINGER	\$95.29	ROBERT MACKENZIE
2021/11/26	GRAINGER	\$461.76	ROBERT MACKENZIE
2021/11/30	AMZN MKTP US*5H6WD44Y3	\$286.80	ROBERT MACKENZIE
2021/11/26	JAYPRO SPORTS	\$357.95	LUANN MAISNER
2021/11/19	NFPA NATL FIRE PROTECT	\$150.95	TAVIS MILLEROV
2021/11/12	MICHIGAN MUNICIPAL LEAGUE	\$145.00	DEREK PERRY
2021/11/26	ADOBE ACROPRO SUBS	\$14.99	DEREK PERRY
2021/11/24	THE HOME DEPOT #2723	\$50.30	KEITH HEWITT
2021/11/19	AMZN MKTP US*284U60K03	\$18.97	MICHAEL DEVLIN
2021/11/23	AMZN MKTP US*YD8HA9WV3	\$296.94	MICHAEL DEVLIN
2021/11/26	AMZN MKTP US*K204A2A53	\$32.00	MICHAEL DEVLIN
2021/11/26	SWEETWATER SOUND	\$149.99	MICHAEL DEVLIN
2021/11/29	AMZN MKTP US*PO3GF2C23	\$56.99	MICHAEL DEVLIN
2021/11/16	HEARST NEWSPAPERSMIDWEST	\$9.95	MICHELLE PRINZ
2021/11/17	AMAZON.COM*RX2H77UU3	\$49.47	MICHELLE PRINZ
2021/11/18	AMZN MKTP US*JY7VH1GH3	\$16.15	MICHELLE PRINZ
2021/11/19	AMAZON.COM*W45D76NL3 AMZN	\$15.77	MICHELLE PRINZ
2021/11/23	LANSINGSTATE JOURNAL	\$9.99	MICHELLE PRINZ
2021/11/24	AMZN MKTP US*857YW6YR3	\$219.43	MICHELLE PRINZ
2021/11/26	AMZ*WSJBARRON'S	\$4.00	MICHELLE PRINZ
2021/11/26	ADOBE ACROPRO SUBS	\$15.89	DENISE GREEN
2021/11/18	FEDEX 286194489850	\$32.80	WILLIAM PRIESE
2021/11/19	COSTCO WHSE#1277	\$26.45	WILLIAM PRIESE
2021/11/22	THE HOME DEPOT #2723	\$13.96	WILLIAM PRIESE
2021/11/26	FEDEX 286515019532	\$71.18	WILLIAM PRIESE
2021/11/26	MEIJER # 253	\$23.99	WILLIAM PRIESE
2021/11/15	AMAZON.COM*K05SB11F3 AMZN	\$19.38	CATHERINE ADAMS
2021/11/18	TRACTOR SUPPLY #1 149	\$349.93	CATHERINE ADAMS
2021/11/19	AMZN MKTP US*AH4960853	\$284.55	CATHERINE ADAMS
2021/11/22	AMZN MKTP US*P74LG2CR3 AM	\$107.58	CATHERINE ADAMS
2021/11/22	AMAZON.COM*NIOYS3HK3 AMZN	\$19.38	CATHERINE ADAMS
2021/11/22	AMZN MKTP US*2H4X772H3	\$395.00	CATHERINE ADAMS
2021/11/23	ULINE *SHIP SUPPLIES	\$607.52	CATHERINE ADAMS
2021/11/24	OFFICEMAX/OFFICEDEPT#3379	\$105.95	CATHERINE ADAMS
2021/11/24	AMZN MKTP US*DM5K62WR3	\$129.98	CATHERINE ADAMS
2021/11/24	DICK'S CLOTHING&SPORTING	\$94.98	CATHERINE ADAMS

2021/11/16	CMP DISTRIBUTORS INC.	\$466.55	ED BESONEN
2021/11/17	COVERT SCOUTING	\$32.99	ED BESONEN
2021/11/22	THE HOME DEPOT #2723	\$28.82	DAVID LESTER

Total	\$12,478.81
-------	-------------

ACH Transactions

Date	Payee	Amount	Purpose
11/12/2021	Consumers Energy	\$ 53,964.57	Utilities
11/12/2021	MCT Utilities	\$ 933.41	Water/Sewer for MCT
11/17/2021	ELAN	\$ 21,885.97	Credit Card Payment
11/17/2021	Blue Care Network	\$ 81,925.88	Employee Health Insurance
11/19/2021	Nationwide	\$ 7,846.82	Payroll Deductions 11/19/2021
11/19/2021	IRS	\$ 152,573.98	Payroll Taxes 11/19/2021
11/19/2021	Various Financial Institutions	\$ 369,998.87	Direct Deposit 11/19/2021
11/19/2021	State of Michigan	\$ 20,784.00	MI Bus Tax
11/23/2021	Alerus	\$ 3,612.64	Employee Health Insurance
11/23/2021	MERS Purchase	\$ 295,060.40	Employee Retirement
12/1/2021	Health Equity	\$ 208.34	Employee Health Savings Contribution
Total ACH Payments		<u>\$ 1,008,794.88</u>	



To: Board Members
From: Abby Tithof, Human Resources Director
Date: December 3, 2021
Re: Ratification of New Police Officer Appointment

The Township has presented a conditional offer of employment to a qualified police officer candidate. The prospective hiring will bring the staffing level of the police department to 36 sworn personnel.

Joshua Lakey graduated from Clio High School. He is currently attending the Mid-Michigan Police Academy with plans to graduate in December 2021.

A motion is prepared for Board consideration:

MOVE TO RATIFY THE APPOINTMENT OF JOSHUA LAKEY TO THE POSITION OF POLICE OFFICER CONTINGENT UPON SUCCESSFUL COMPLETION OF THOSE ITEMS STIPULATED IN THE CONDITIONAL OFFER OF EMPLOYMENT.



9.E.

To: Township Board Members

**From: Derek N. Perry, Deputy Township Manager
Director of Public Works & Engineering**

Younes Ishraidi, P.E., Chief Engineer

Date: December 7, 2021

**Re: Silverstone Estates Public Streetlighting Improvement
Special Assessment District #427 – Resolution #5**

A request was received from the residents for installation and maintenance of streetlights in Silverstone Estates. The plan was for seven (7) LED streetlights, traditional fixture with cut-off, and black standard pole, to be installed and maintained along Silverstone Way (as shown on the attached map).

The attached Silverstone Estates Public Streetlighting Improvements Special Assessment District #427 - Resolution #5 approves the special assessment roll and orders the amount to be paid and collected. Public hearings were held on September 21, 2021, and on November 16, 2021.

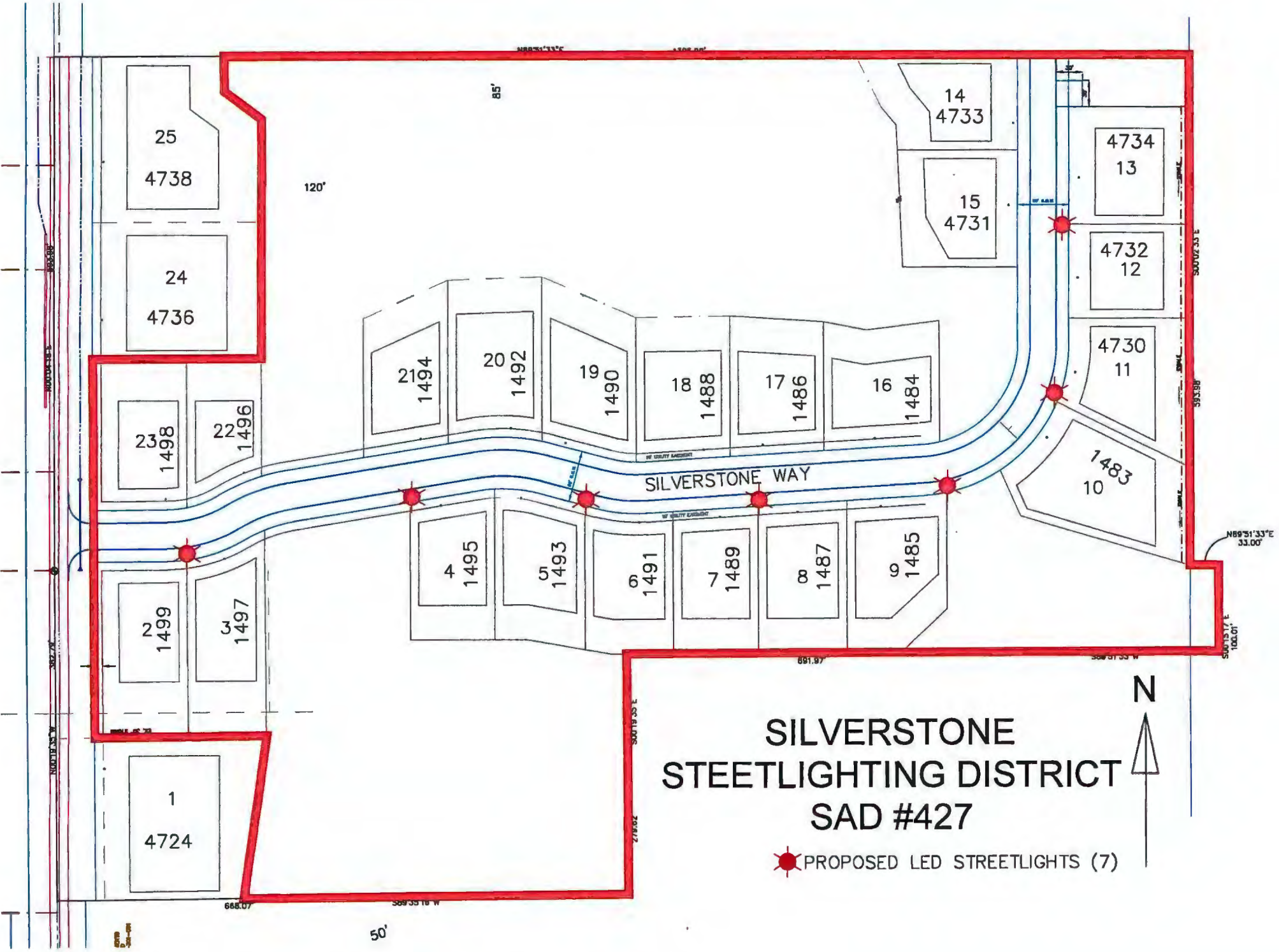
The assessments are:

\$2,211.36	(\$100.52/lot)	First Year Cost
\$ 687.12	(\$31.24/lot)	Annually Thereafter (Subject to Adjustment)

Proposed Motion:

“Move to approve the Silverstone Estates Public Streetlighting Improvements Special Assessment District #427 - Resolution #5, which approves the final special assessment roll, adopts the amount of \$2, 211.36 (\$100.52/lot) as the first year assessment and the amount of \$687.12 (\$31.24/lot) (subject to adjustment) as the annual assessment thereafter.

Attachment



SILVERSTONE STEETLIGHTING DISTRICT SAD #427

★ PROPOSED LED STREETLIGHTS (7)



**SILVERSTONE ESTATES PUBLIC STREETLIGHTING IMPROVEMENTS
SPECIAL ASSESSMENT DISTRICT #427**

RESOLUTION NO. 5

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held in the Meridian Municipal Building, 5151 Marsh Road, Okemos, Michigan 48864-1198, (517) 853-4000, on Tuesday, December 7, 2021 at 6:00 p.m.

PRESENT: _____

ABSENT: _____

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

WHEREAS, The Township Board, on September 21, 2021, adopted a resolution approving the Silverstone Estates Public Streetlighting Improvements Special Assessment District #427 for installation, operation and maintenance of certain public streetlighting improvements along Silverstone Way; and

WHEREAS, pursuant to due notice to all record owners or parties in interest in, this Board did meet on November 16, 2021 at 6:00 p.m. at the Meridian Municipal Building, in the Township of Meridian for the purpose of reviewing the special assessment roll and hearing any objections thereto for the Silverstone Estates Public Streetlighting Improvements Special Assessment District #427, and

WHEREAS, at the time and place designated for said meeting, the meeting was duly called to order and the Supervisor announced the opening of the hearing for objections to the special assessment roll prepared by the Township Supervisor and on file with the Township Clerk, said roll assessing the cost of the Silverstone Estates Public Streetlighting Improvements Special Assessment District #427 against benefiting properties; and

WHEREAS, the Township Board desires to confirm the special assessment roll.

NOW, THEREFORE, BE IT RESOLVED by the Township Board of the Charter Township of Meridian, Ingham County, Michigan, as follows:

1. The Township Board does hereby determine that said special assessments are in proportion to the benefits to be derived from said project.
2. The Township Board does hereby designate the special assessment project as "Silverstone Estates Public Streetlighting Improvements Special Assessment District #427".

**Silverstone Estates Public Streetlighting Improvements
Special Assessment District #427
Resolution #5
Page 2**

3. Said special assessment roll shall be designated as "Silverstone Estates Public Streetlighting Improvements Special Assessment District #427 Special Assessment Roll", and the district against which it is assessed shall be designated "Silverstone Estates Public Streetlighting Improvements Special Assessment District #427". The Silverstone Estates Public Streetlighting Improvements Special Assessment District #427 Special Assessment Roll in the final amount of \$2,211.36 (\$100.52/lot) First Year Cost and \$687.12 (\$31.24/lot) Annually Thereafter (subject to increases) as prepared and reported to the Township Board by the Supervisor, a copy of which is attached hereto, is hereby adopted and confirmed and the Township Clerk is hereby directed to endorse thereon this date of confirmation.
4. That the Silverstone Estates Public Streetlighting Improvements Special Assessment District #427 Special Assessment Roll is hereby ordered filed with the Township Treasurer for spreading annually on the winter tax roll.
5. The assessments made in said special assessment roll are hereby ordered and directed to be collected annually. The Township Clerk shall deliver said special assessment roll to the Township Treasurer with the proper warrant attached, commanding the Treasurer to collect the assessments therein in accordance with the direction of the Township Board with respect thereto, and the Treasurer is authorized and directed to collect the amounts assessed as they become due pursuant to the terms of this resolution and the provisions of the applicable statutes of the State of Michigan.

YEAS: _____

NAYS: _____

Resolution declared adopted.

STATE OF MICHIGAN)

)ss.

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, **DO HEREBY CERTIFY** that the foregoing is a true and complete copy of the proceedings taken by the Township Board at a regular meeting held on Tuesday, December 7, 2021.

Deborah Guthrie, Township Clerk

WARRANT

STATE OF MICHIGAN)

)ss.

COUNTY OF INGHAM)

TO THE TOWNSHIP TREASURER
CHARTER TOWNSHIP OF MERIDIAN,
INGHAM COUNTY, MICHIGAN

Attached hereto is the Silverstone Estates Public Streetlighting Improvements Special Assessment District #427 Special Assessment Roll, and you are hereby commanded in accordance with Act No. 188 of the Michigan Public Acts of 1954, as amended, and in accordance with the directions of the Township Board in respect thereto, to collect the assessments in said roll annually with the winter tax roll.

Deborah Guthrie, Township Clerk

DATED: _____

**SILVERSTONE ESTATES PUBLIC STREETLIGHTIN IMPROVEMENT
SPECIAL ASSESSMENT DISTRICT NO. 427**

ASSESSMENT ROLL

Lot 2 through 23 (inclusive), Silverstone Estates
Owner: Powell Road Holding LLC
Owner Address: 1650 Kendale Blvd, Ste. 200
East Lansing, MI 48823

			<u>First Year Cost</u>	<u>Annually Thereafter*</u>
Lot 2	3302-02-23-302-002	1499 Silverstone Way	\$100.52	\$31.24
Lot 3	3302-02-23-302-003	1497 Silverstone Way	\$100.52	\$31.24
Lot 4	3302-02-23-152-001	1495 Silverstone Way	\$100.52	\$31.24
Lot 5	3302-02-23-152-002	1493 Silverstone Way	\$100.52	\$31.24
Lot 6	3302-02-23-152-003	1491 Silverstone Way	\$100.52	\$31.24
Lot 7	3302-02-23-152-004	1489 Silverstone Way	\$100.52	\$31.24
Lot 8	3302-02-23-152-005	1487 Silverstone Way	\$100.52	\$31.24
Lot 9	3302-02-23-152-006	1485 Silverstone Way	\$100.52	\$31.24
Lot 10	3302-02-23-152-007	1483 Silverstone Way	\$100.52	\$31.24
Lot 11	3302-02-23-152-008	4730 Silverstone Way	\$100.52	\$31.24
Lot 12	3302-02-23-152-009	4732 Silverstone Way	\$100.52	\$31.24
Lot 13	3302-02-23-152-010	4734 Silverstone Way	\$100.52	\$31.24
Lot 14	3302-02-23-151-002	4733 Silverstone Way	\$100.52	\$31.24
Lot 15	3302-02-23-151-003	4731 Silverstone Way	\$100.52	\$31.24
Lot 16	3302-02-23-151-004	1484 Silverstone Way	\$100.52	\$31.24
Lot 17	3302-02-23-151-005	1486 Silverstone Way	\$100.52	\$31.24
Lot 18	3302-02-23-151-006	1488 Silverstone Way	\$100.52	\$31.24
Lot 19	3302-02-23-151-007	1490 Silverstone Way	\$100.52	\$31.24
Lot 20	3302-02-23-151-008	1492 Silverstone Way	\$100.52	\$31.24
Lot 21	3302-02-23-151-009	1494 Silverstone Way	\$100.52	\$31.24
Lot 22	3302-02-23-151-010	1496 Silverstone Way	\$100.52	\$31.24
Lot 23	3302-02-23-151-011	1498 Silverstone Way	\$100.52	\$31.24

(subject to annual increases)



To: Township Board

From: Keith Chapman

Date: December 1, 2021

Re: Rezoning #21070 – New China of Michigan – rezone the north half of an approximately 0.42-acre parcel located at 5114 Jo Don Drive, from RCC (Multiple Family-maximum 34 dwelling units per acre) to RB (Single Family, High Density).

The Township Board approved Rezoning #21070 for introduction at its meeting on November 2, 2021. The proposed ordinance was published, as directed by the Board, in advance of a final decision being made on the request.

Rezoning #21070 is a request to rezone the north half of an approximately 0.42-acre parcel located at 5114 Jo Don Drive from RC, Multiple Family-maximum 14 dwelling units per acre, to RB (Single Family, High Density).

The applicant intends on splitting off the north portion of the property, after rezoning it to single-family, allowing for the construction of a new home on the property. The Planning Commission held a public hearing on the rezoning at its meeting on September 27, 2021 and voted to recommend approval of the request. The Township Board discussed Rezoning #21070 at its meeting of October 19, 2021.

Township Board Options

The Township Board may approve or deny the proposed rezoning from RCC (Multiple Family-maximum 34 dwelling units per acre) to RB (Single Family-High Density). If the Board amends the proposal, the request may be referred back to the Planning Commission for a recommendation. A resolution for final adoption of the rezoning request is included with this memo. Staff would offer the following motion for the Township Board to consider during their review of the proposed rezoning request.

Move to adopt the resolution approving for final adoption Rezoning #21070, an ordinance to rezone the north half of an approximately 0.42-acre parcel located at 5114 Jo Don Drive from RCC (Multiple Family-maximum 34 dwelling units per acre) to RB (Single Family-High Density).

Attachments

1. Resolution to Approve Ordinance 2021-06
2. Ordinance 2021-06 for Final Adoption

RESOLUTION TO APPROVE – Final Adoption

**Rezoning #21070
New China of Michigan**

RESOLUTION

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 7th day of December, 2021, at 6:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

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

WHEREAS, New China of Michigan requested the rezoning of the north half of an approximately 0.42 acre parcel located at 5114 Jo Don Drive from RCC (Multiple Family-maximum 34 dwelling units per acre) to RB (Single Family, High Density); and

WHEREAS, the previous rezoning for the site (REZ #21030) was conditioned on the applicant returning within 30 days of the approval and request the rezoning of the northern half of the parcel from RCC (Multiple Family) to RB (Single Family, High Density) and the applicant has met this condition; and

WHEREAS, the Planning Commission held a public hearing and recommended approval at its regular meeting on September 27, 2021; and

WHEREAS, the Township Board discussed the proposed rezoning at its meeting on October 19, 2021, and has reviewed the staff and Planning Commission materials provided under cover memorandums dated September 24, 2021; and

WHEREAS, the proposed rezoning to RB (Single Family, High Density) is consistent with the 2017 Future Land Use Map designation of R2 Residential 0.5 – 3.5 dwelling units per acre; and

WHEREAS, the area proposed for rezoning meets or exceeds the minimum standards for lot area and lot width of the proposed RB (Single Family, High Density) zoning district; and

WHEREAS, the proposed rezoning to RB ensures future development of the site will be consistent with Goal 1 of the 2017 Master Plan to preserve and strengthen residential neighborhoods; and

WHEREAS, public water and sanitary sewer are available for the subject site.

NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby ADOPTS Ordinance No. 2021-06, entitled “Ordinance Amending the Zoning District Map of Meridian Township pursuant to Rezoning Petition #21070” from RCC (Multiple Family-maximum 34 dwelling units per acre) to RB (Single Family, High Density).

**Resolution to Approve
Rezoning #21070 (New China of Michigan)
Page 2**

BE IT FURTHER RESOLVED that the Clerk of the Charter Township of Meridian is directed to publish the Ordinance in the form in which it was adopted.

ADOPTED: YEAS: _____

NAYS: _____

STATE OF MICHIGAN)

) ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Township Board on the 7th day of December, 2021.

Deborah Guthrie
Township Clerk

ORDINANCE NO. 2021-06
ORDINANCE AMENDING THE ZONING DISTRICT MAP
OF MERIDIAN TOWNSHIP
PURSUANT TO REZONING #21070

The Charter Township of Meridian ordains:

Section 1. Amending the Zoning District Map.

A. The Zoning District Map of Meridian Township, as adopted in Section 86-312 of the Code of the Charter Township of Meridian, Michigan, as previously amended, is hereby amended by changing the RCC (Multiple Family-maximum 34 dwelling units per acre) District symbol and indication as shown on the Zoning District Map, for 5114 Jo Don Drive for the land legally described as:

The North 108 feet of Lot 13, except the North 324 Feet, Sirhal's Sub., part of the East 1/2 of the Southwest 1/4, Section 17, T4N, R1W, Meridian Township, Ingham County, Michigan as recorded in Liber 19 of Plats, page 41.

to that of RB (Single Family, High Density).

Section 2. Validity and Severability. The provisions of this Ordinance are severable and the invalidity of any phrase, clause or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

Section 3. Repealer Clause. All ordinances or parts of ordinances in conflict therewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 4. Savings Clause. This Ordinance does not affect rights and duties matured, penalties that were incurred, and proceedings that were begun, before its effective date.

Section 5. Effective Date. This Ordinance shall be effective seven (7) days after its publication or upon such later date as may be required under Section 402 of the Michigan Zoning Enabling Act (MCL 125.3402) after filing of a notice of intent to file a petition for a referendum.

Ronald J. Styka, Township Supervisor

Deborah Guthrie, Township Clerk



To: Township Board

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

Date: December 2, 2021

Re: Text Amendment #21020 – MUPUD Ordinance Updates

After over a year of review by the Planning Commission and the Township Board, Staff is pleased to present a final version of the amendment to the MUPUD Ordinance for adoption. The input of the Planning Commission and Township Board have been incorporated into this final draft, which was introduced for adoption by the Township Board at the November 16, 2021 meeting. The ordinance introduction was published, as directed by the Board.

This ordinance will fundamentally change how MUPUD projects are designed, processed, and reviewed in the Township, bringing a higher quality of development to the Community. Staff looks forward to working with the development community to implement the vision of the Township through this new ordinance. At this time, Staff would **recommend adoption** of the proposed MUPUD ordinance amendments and would offer the following motion for the Township Board to consider during their final review of the ordinance.

Motion to adopt the resolution approving for final adoption Ordinance 2021-07, a zoning ordinance amendment to Article 4, District Regulations, of the Charter Township of Meridian Zoning Code to update the Zoning Ordinance to update the Mixed Use Planned Unit Development (MUPUD) regulations.

Attachments

1. Resolution to approve the Ordinance 2021-07
2. Final version of Ordinance 2021-07

RESOLUTION TO APPROVE - Final Adoption

**Ordinance 2021-07
MUPUD Ordinance Update**

RESOLUTION

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 7th day of December, 2021, at 6:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

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

WHEREAS, the Township Board and Planning Commission have long sought updates to the MUPUD ordinance to modernize the standards for development; and

WHEREAS, Staff, the Planning Commission, and the Township Board have worked throughout 2021 on updates to the ordinance; and

WHEREAS, the Planning Commission held a public hearing on the proposed zoning ordinance amendment at its regular meeting on May 24, 2021 and recommended approval of the proposed zoning amendment at their June 14, 2021 regular meeting; and

WHEREAS, the Township Board reviewed the matter at their July 20, August 17, October 19, November 2, and November 16, 2021 meetings; and

WHEREAS, the proposed zoning ordinance amendment would bring new standards to MUPUD projects in the Township, leading to higher quality projects and higher quality amenities in said projects.

NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby ADOPTS Ordinance No. 2021-07, entitled "Ordinance to Amend Article 4, District Regulations, of the Charter Township of Meridian Zoning Ordinance to update the Mixed Use Planned Unit Development (MUPUD) regulations."

BE IT FURTHER RESOLVED that the Clerk of the Charter Township of Meridian is directed to publish the Ordinance in the form in which it was adopted.

ADOPTED: YEAS: _____

NAYS: _____

ORDINANCE NO. 2021-07

AN ORDINANCE TO AMEND ARTICLE 4, DISTRICT REGULATIONS, OF THE CHARTER TOWNSHIP OF MERIDIAN ZONING CODE TO UPDATE THE MIXED USE PLANNED UNIT DEVELOPMENT (MUPUD) REGULATIONS

THE CHARTER TOWNSHIP OF MERIDIAN ORDAINS:

Section 1. Section 86-440, Mixed Use Planned Unit Development (MUPUD), is hereby amended to read as follows:

(a) The purpose of the Mixed Use Planned Unit Development (MUPUD) 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 development and redevelopment projects:

- a. Enhance health and safety goals through requirements for walkability, pedestrian orientation, and high quality, durable, building materials.
- b. Increase Township prosperity goals and citizen welfare through appreciated property values which will support necessary public services.
- c. 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.
- d. Enhance diversity goals with new types of residential uses in close-knit community design.
- e. Improve our natural environment goal through 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 through the ability to mix residential with nonresidential 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.

1
2 d. Achieve attractive and commercially successful core areas through cooperative
3 development projects with one or more landowners.
4

5 (b) Definitions.
6

7 **AMENITY**

8 Extraordinary project feature that provides usable benefit to both the occupants of the
9 development and to the general public and reflects the scale of the facility, building, or
10 place.
11

12 **AFFORDABLE HOUSING**

13 Housing in which a household making not more than 80% of the Area Median Income is
14 paying not more than 30% of their gross income for housing costs, including utilities.
15

16 **AWNING**

17 A roof-like cover, often fabric, metal, or glass designed and intended for protection from
18 weather or as a decorative embellishment, and which projects from a wall or roof of a
19 structure over a window, walk, door, or the like.
20

21 **BALCONY**

22 A platform that projects from the wall of a building and is surrounded by a railing or
23 balustrade, for the private use of tenants.
24

25 **CLOSE-KNIT COMMUNITY**

26 A style of land development advocating smaller, narrower lots, shallower yards and
27 setbacks, smaller and more intensely used spaces, etc. that is less land consumptive than
28 traditional suburban development.
29

30 **GREEN ROOF**

31 A flat or slightly sloped roof with a layer of vegetation planted over a waterproofing
32 system that is installed on the top of the roof.
33

34 **MONUMENT SIGN**

35 A freestanding sign, in which the entire bottom (base) is in contact with the ground and
36 is independent of any other structure.
37

38 **NONRESIDENTIAL USE**

39 A use that does not contain or provide facilities for people to live on the premises.
40

41 **ORNAMENTAL**

42 Something that is either decorative or something that provides aesthetic quality to an
43 object required for another purpose.
44

45 **PEDESTRIAN ORIENTED DEVELOPMENT**

46 Development designed with an emphasis primarily on the street sidewalk and on
47 pedestrian access to the site and building, rather than on auto access and parking areas
48 with design bearing a definite relationship to the human dimension. The building is
49 generally placed close to the street and the main entrance is oriented to the street
50 sidewalk. There are generally windows or display cases along building facades which

1 face the street. A pedestrian oriented neighborhood offers variety in housing clustered
2 around well-defined neighborhood centers which support jobs, nonresidential activity,
3 and a range of amenities to sustain lively streets and gathering places. It offers a gradient
4 density from open space to high-intensity nonresidential cores. The layout of pathways,
5 streets and transportation corridors minimizes conflict between walking, biking, and
6 driving.

7
8 **REDEVELOPMENT**

9 The process by which an existing developed area is rehabilitated, restored, renovated,
10 expanded and/or reused. Redevelopment may also mean a site that contains an existing
11 building(s) to be removed.

12
13 **SIGN PROGRAM**

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

18
19 **WAIVER**

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

22
23 (c) Permitted locations and uses.

24
25 (1) Locations.

- 26
27 a. MUPUD projects shall be permitted in the C-2, C-3, and CR zoning districts, where
28 public water and sewer are available.
29
30 b. MUPUD projects shall be permitted in the PO and C-1 districts where public water
31 and sewer are available, provided that when adjacent to land zoned and developed in
32 a single-family residential district, the height of buildings in the MUPUD shall be no
33 taller than the abutting residential district would allow.

34
35 (2) Uses.

- 36
37 a. In the C-1, C-2, C-3, and CR zoning districts, all uses permitted by right and by special
38 use permit in the underlying zoning district or districts where a project includes more
39 than one zoning district, provided that the purpose and intent of this section is
40 incorporated within the total development plan.
41
42 b. In the PO zoning district, all uses in the C-1 and PO Zoning District permitted by right
43 and by special use permit are permitted in a PO zoning MUPUD project.
44
45 c. Single- and multiple-family residential uses up to a density of 14 dwelling units per
46 acre when developed in conjunction with the redevelopment of an existing
47 building(s) for a use permitted by right or by special use permit in the underlying
48 zoning district and on the same parcel of land. The density may be increased to 18
49 dwelling units per acre by offering four additional amenities.

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- 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 a MUPUD project within the Okemos Downtown shown on Map 1, 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/or an increase in the height of a building based upon the proposed MUPUD 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 and shall include sustainability and environmental considerations, including, but not limited to, energy usage from renewable energy resources or achieving LEED certification for the buildings proposed.
 - 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 may not exceed 60 feet. Floor-to-ceiling height shall be a minimum of 14 feet for first floor nonresidential uses and a minimum of nine feet for all upper floors, regardless of use.
 - 3. A parking plan that provides a design for any parking structures that is unified with the main building through the use of similar building materials, color, and architectural style. The parking plan shall provide opportunities for shared parking, accessways, and driveways with adjoining properties or provides additional parking spaces that may be used by the public.
 - 4. An innovative design that includes a number of different dwelling unit types, sizes, and floor plans available within the MUPUD.
 - 5. 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 overall project promotes nonmotorized and shared transportation by providing convenient access to the public pedestrian/bicycle pathway system and public transportation systems as outlined in the Master Plan.
 - 7. The buildings generally provide for nonresidential uses on the ground floor(s), and the development demonstrates a financially viable plan for long term sustainable nonresidential space usage.
 - 8. The higher density of any project will not negatively impact the character, aesthetics, safety, or welfare of surrounding businesses and neighborhoods.

1 9. Any potential for increased traffic is addressed by the project and solutions are
2 provided.
3

4 10. Where feasible, the project makes an effort to preserve and use existing
5 structures or provides explanations to justify why such preservation and use is
6 not possible.
7

8 11. A minimum of two amenities from Section (e)(4)a shall be required for all
9 projects under this subsection.
10

11 f. Uses may be mixed vertically and/or horizontally.
12

13 (d) MUPUD projects may be phased provided each phase incorporates a use permitted in the
14 underlying zoning district and includes one or more amenities, based on the number of
15 waivers required in each phase. Phasing plans shall be evaluated for the proportionality of
16 permitted use(s) to residential use(s). Phasing plans shall be submitted with the original
17 MUPUD application.
18

19 (e) Amenities.
20

21 (1) General guidelines.
22

23 a. Every MUPUD shall incorporate one or more amenities.
24

25 b. Every request for a density bonus shall incorporate four or more amenities in
26 addition to those required by subsection (e)(1)a.
27

28 c. Waivers from zoning ordinance standards may only be granted by the Township
29 Board in exchange for amenities. For every one waiver requested at least one amenity
30 must be provided.
31

32 d. Amenities shall not be combined or counted more than once or counted toward any
33 other requirement of the ordinance.
34

35 e. To the greatest extent feasible, amenities shall be visible and/or accessible to the
36 public from a fully improved street, and/or a benefit to the general public.
37

38 (2) Amenities acceptable for consideration by the Township shall meet one or more of the
39 following criteria:
40

41 a. Type, value and number of amenities shall be proportionate to the size and/or cost of
42 the project, and the number of waivers requested.
43

44 b. Support of goals expressed in this section, the adopted Township Master Plan, or
45 other applicable adopted plans.
46

47 c. Consistency and compatibility with the intended use of the site.
48

49 d. Continuity of design elements.

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

(3) Timing of Project Amenities

- a. One or more amenities must be provided in each project phase if a phased development is proposed.
- b. For single phase projects, all amenities shall be constructed prior to Final Certificate of Occupancy for any building.
- c. For multi-phase projects, amenities shall be constructed prior to Final Certificate of Occupancy for any building in the phases in which the amenities are approved.
- d. When affordable housing is included as an amenity, as near as possible to an equal amount of affordable housing units shall be provided in each building.

(4) The following list of possible 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) and subject to the sole approval and discretion of the Township Board.

- a. Project features counting as three (3) amenities are those amenities that have the largest potential environmental and/or social impact on the Township as a whole and are generally not found in a non MUPUD project. At least one amenity from this section shall be required for any MUPUD project that requires four or more total amenities for approval.
 1. Leadership in Energy and Environmental Design (LEED) certification by the United States Green Building Council at the Silver level or higher for the project or individual buildings in the project. Alternative rating systems may be considered.
 2. Multilevel parking decks or underground parking.
 3. A minimum of 20 percent of the total units within the development identified as affordable housing units.
 4. The overall project includes at least 25 percent of the total gross floor area of all 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 and in each building.
 6. Alternative energy generation systems on site producing at least 50% of the energy consumed by the development.

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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 project and serve as an area where social, civic, or passive activities can take place. This area shall be at least 20% of the total 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, or other similar outdoor activity.
 8. Public art, either onsite or at an approved off-site location, at 1% of the project cost designed to withstand natural elements and reasonable public contact.
- b. Project features counting as two (2) amenities are those amenities that have an environmental and/or social impact on the Township as a whole, but are more focused on benefits to the development and may or may not be found in a non MUPUD project.
1. 75% of all building facades are covered with natural materials such as brick or stone.
 2. Interior, individual bicycle lockers or locker banks equal to the amount of bike parking required for the site.
 3. Green roofs incorporated into the building design.
 4. New enhanced public transit stops, when located on or adjacent to property proposed for an MUPUD project. New stops for locations not currently served by the public transit system, shall be determined in coordination and with approval from local transit providers. The public transit stop shall include seating, shelter, and other elements approved by a local transit provider.
 5. Electric car charging stations installed on the project site. A minimum of four charging stations shall be required to qualify.
 6. 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.
 7. 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 café.
 8. 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.
 9. Ornamental paving treatments for all sidewalks and parking areas on the site, such as pavers, brick, or pervious concrete or asphalt. A maintenance plan shall be required for the use of such paving treatments.

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- c. Project features counting as one (1) amenity are those amenities that generally benefit only the development and may be found in a non MUPUD project. Only one amenity from this section shall be counted toward the total number of required amenities for a MUPUD.
 - 1. Green space exceeding the underlying permeable surface regulation by at least 10%.
 - 2. Dedicated parking for e-scooters or other alternative mobility options, separate from bicycle parking areas.
 - 3. Installation of waterless urinals or other low-flow plumbing fixtures throughout the project.
 - 4. Wireless access points available to the general public.
 - 5. Sidewalk planters intermittently placed along all public streets and internal private streets and drives at a spacing of 25 feet.
 - 6. Decorative lighting along all public streets and internal private streets, drives, and in all parking lots.
 - 7. Grey water recycling systems
 - 8. Privately maintained courtyards, plazas, project parks, and rooftop gardens and similar features with seating for the public.
 - 9. Enhancement of an existing public transit stop, when located on or adjacent to the property proposed for an MUPUD. The public transit stop shall include seating, shelter, and other elements approved by a local transit provider.

(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 MUPUD, 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 MUPUD shall be no higher than 45 feet, except for those MUPUD projects within the Okemos Downtown as shown on Map 1, the Haslett Downtown shown on Map 2, and the Meridian Mall property shown on Map 3 as outlined in Subsection (c)(2)e previously. Exceptions provided in § 86-591 shall continue to apply.

1 c. Except as stated above, all requirements regarding floodways, floodplains and
2 wetlands in the conservancy district shall apply to the MUPUD.

3
4 d. Metal and portable buildings shall be prohibited.

5
6 (2) Structure.

7
8 a. Building materials shall include, but are not limited to, wood, brick, clapboards,
9 beadboard, glass, and stone. Other materials, such as vinyl, aluminum, and other
10 metal sidings should be avoided. All buildings shall be completed on all sides with
11 acceptable finishing materials. Any element not specifically mentioned in this section
12 shall otherwise conform to other provisions of the Code of Ordinances.

13
14 b. Diversity and variety in architectural design is encouraged.

15
16 1. Architectural design shall be consistent with pedestrian-oriented development.

17
18 2. Property owners shall be encouraged to design and construct their building
19 facades so that improvements relate to and are sensitive to nearby historical
20 features, blend with the facades of adjacent buildings and complement
21 streetscape improvements in the area.

22
23 3. Buildings greater than 50 feet in width shall be divided into increments of no
24 more than 50 feet through articulation of the facade.

25
26 4. Windows shall cover no less than 50% of nonresidential street level facades and
27 awnings shall be provided over all street level windows

28
29 5. All mechanical, heating, ventilation, and air conditioning (HVAC) and like systems
30 shall be screened from street level view on all sides by an opaque structure or
31 landscape material selected to complement the building.

32
33 6. Railings, benches, trash receptacles and/or bicycle racks, if provided, shall be of
34 commercial quality, and complement the building design and style, subject to the
35 approval of the Director of Community Planning and Development.

36
37 7. Upper floor balconies are required adjacent to any street for any residential unit.

38
39 (3) Parking.

40
41 a. Setbacks for parking areas from the public street, adjoining properties, and when
42 adjacent to residentially zoned properties shall be established during the review
43 process. Consideration should be given to preservation of existing residential
44 neighborhoods and heritage trees.

45
46 b. The number of required off-street parking spaces shall comply with § 86-755 of the
47 Code of Ordinances, which outlines the schedule of requirements for parking spaces.
48 The Township Board may reduce the number of off-street parking spaces required
49 for a development. In doing so, the Township Board shall establish a reasonable

1 number of required off-street parking spaces based on the characteristics associated
2 with the property and availability of other sources of parking or the provision of
3 amenities in lieu of parking.
4

- 5 c. Parking lots shall only be permitted in a side or rear yard. In no case shall a parking
6 lot extend beyond the front façade of a building.
7
- 8 d. Bicycle parking shall be separated from automobile parking and meet the provisions
9 of Section 86-760.
10

11 (4) Landscaping shall generally comply with the applicable provisions of the Code of
12 Ordinances.
13

- 14 a. Project landscaping shall be designed to preserve existing significant natural
15 features and to buffer service areas, parking, or dumpsters. Additional
16 landscaping may be required in order to protect adjacent properties.
17
- 18 b. A mix of evergreen and deciduous plants and trees are preferred with seasonal
19 accent plantings to add to the visual appeal of the area.
20
- 21 c. Native plant species are encouraged.
22
- 23 d. Maintenance of landscaped areas shall be subject to Subsection 86-758(3) of the
24 Code of Ordinances.
25

26 (5) All outdoor lighting associated with nonresidential and multiple family residential
27 projects in a MUPUD project area shall conform to Article VII in Chapter 38 of the Code of
28 Ordinances and is subject to the approval of the Director of Community Planning and
29 Development. Street lighting intended to provide illumination for pedestrians on the
30 sidewalk shall not exceed 15 feet in height.
31

32 (6) Each applicant shall submit a sign program illustrating each proposed sign type, its size
33 and location as part of the MUPUD project's application materials. The Director of
34 Community Planning and Development may be authorized to approve the entire sign
35 program, or any part of the sign program, as part of the site plan review process.
36

- 37 a. General guidelines.
38
- 39 1. Signs shall be designed to enhance the pedestrian experience, reflect and
40 complement the character of the building, and respect the overall character of the
41 area in an attractive and functional manner.
42
- 43 2. Signs shall not cover or obscure architectural features of buildings.
44
- 45 3. Signs shall be properly maintained.
46
- 47 4. Signs or sign faces shall not be changed or installed without a new building permit
48 and in accordance with an approved sign program.
49

1 b. The following sign types are permitted in a MUPUD project. Except as indicated
2 below, the number and size of signs shall be approved as part of the project's
3 application for the MUPUD project approval.
4

5 1. Wall signs, defined as a sign mounted flat against, or painted on the wall of a
6 building (not in a window) with the exposed face of the sign in the plane parallel
7 to the face of the wall.
8

9 i. One wall sign for each business with direct access to a public street shall be
10 permitted. The size of the sign is based on the underlying zoning district in
11 with the MUPUD project is located.
12

13 ii. One additional wall sign, no larger than two square feet, shall be permitted for
14 each tenant with direct access to a public street and shall be located on the
15 wall surface adjacent to a tenant's main entry. Restaurants may add an
16 additional two square feet to this sign.
17

18 iii. Multi-tenant buildings with a shared entrance shall be permitted a six square
19 feet of wall signage, to be located adjacent to the shared entrance.
20

21 2. Up to 30% of the area of an awning or canopy may be used for signage, separate
22 from the wall sign. Such signs shall not be internally lit.
23

24 3. One projecting sign per business with direct access to a public street shall be
25 permitted, up to a maximum size of six square feet. The lowest edge of a projecting
26 sign shall be no lower than eight feet above the sidewalk elevation.
27

28 4. No more than 40% of a window's area shall be used for signage. Up to 10% of that
29 area may consist of completely opaque signs. Etched glass and similar artistic
30 designs shall not be considered opaque.
31

32 5. Freestanding signs, are generally not permitted in a MUPUD project. Exceptions
33 for freestanding signs of the monument type may be permitted when a building
34 is set back a minimum of 15 feet from the right-of-way line with the resulting yard
35 set aside for permanent public open space. In such case, the size, location and
36 design of the sign shall be reviewed and approved as part of the overall sign
37 program.
38

39 (7) Sidewalks shall be a minimum of five feet in width, except in two specific scenarios:
40

41 a. When the sidewalk(s) is immediately adjacent to an outdoor seating cafe, the
42 sidewalk shall be a minimum of seven feet in width to provide additional
43 maneuverability, and
44

45 b. When the sidewalk(s) is immediately adjacent to an off-street parking area, where
46 vehicles may overhang on the sidewalk, the sidewalk shall be a minimum of seven
47 feet in width to provide additional maneuverability.
48

1 (8) Where a site submitted for mixed use PUD approval is located on a route of the
2 Township's pedestrian/bicycle pathway master plan, construction or reconstruction of
3 the route shall conform to Township standards for pedestrian/bicycle pathways.
4

5 (g) Procedure.
6

7 (1) Each applicant shall meet with the Director of Community Planning and Development
8 regarding the preparation of the MUPUD application prior to submittal. It is not required
9 that any person requesting such a meeting be an owner of or holder of an equitable
10 interest in the subject property.
11

12 (2) An applicant is urged to meet with owners and occupants of surrounding properties to
13 apprise them of a proposed development, share the physical design, receive comments,
14 and revise the proposal accordingly prior to submitting an official application. The
15 Township will assist by providing property owner and occupant contact information and
16 attend meetings as deemed necessary.
17

18 (3) A property owner, prospective applicant or their representative may submit an optional
19 concept plan for review and comment by the Planning Commission and/or Township
20 Board.
21

22 a. Purpose
23

- 24 1. To acquaint the Planning Commission and/or Township Board with the proposed
25 project.
26
- 27 2. To receive guidance regarding the proposed design's compatibility with the
28 purpose, intent and standards of the MUPUD ordinance.
29
- 30 3. To reduce the applicant's time and cost.
31

32 b. Submittal requirements.
33

- 34 1. A written request to initiate a concept plan review submitted to the Director of
35 Community Planning and Development.
36
- 37 2. A written summary of the project (amount and type of uses, basis for the design
38 concept).
39
- 40 3. A concept plan drawn to scale containing the following information:
41
 - 42 i. Boundaries and acreage of the site.
43
 - 44 ii. Zoning.
45
 - 46 iii. Adjacent road network.
47
 - 48 iv. General layout of buildings, interior access roads and unique design elements.
49

1 v. General location of known features affecting the site layout such as, but not
2 limited to, floodplain, wetlands, woodlands, railroads, drains, rivers or rivers
3 and streams, parkland, etc.
4

5 4. A list of the amenities proposed for the project, along with descriptions and
6 locations of each.
7

8 c. Review procedure.
9

10 1. Upon receipt of a written request and other required data and information, the
11 Director of Community Planning and Development shall review the concept plan.
12

13 2. Within 30 days of the date of receiving a complete request the Director shall
14 forward to the Planning Commission and/or Township Board the concept plan
15 and accompanying data along with any written comments from the Director. The
16 Planning Commission and/or Township Board shall concurrently review the
17 concept plan and may offer comments or suggestions on the design. Comments or
18 suggestions made during the review of the concept plan shall not be binding on
19 the Township or the applicant.
20

21 (4) Required data and information for a MUPUD.
22

23 a. A complete application accompanied by the appropriate fee.
24

25 b. A site plan drawn to an engineer's scale of the total property involved, showing its
26 location in the Township and its relation to adjacent property.
27

28 c. A schematic layout of the proposed storm sewer system.
29

30 d. A document generally describing the proposed phasing program for the MUPUD,
31 including all dwelling units, non residential units, recreation and other facilities, and
32 open space improvements.
33

34 e. A two-foot contour topographic map drawn at the same scale as the site plan and
35 showing the existing relief features on the site.
36

37 f. A sign program.
38

39 g. Natural features study for previously undeveloped properties. The natural features
40 study shall include a written description of the features to be retained, removed, or
41 modified, and the proposed measures to mitigate any negative impacts on the site and
42 adjacent properties. Natural features to be addressed include but are not limited to,
43 wetlands, significant stands of trees or individual trees greater than 12 inches dbh,
44 floodways, floodplains, water features, identified groundwater vulnerable areas,
45 slopes greater than 20%, ravines, and wildlife habitats, vegetative cover types with
46 potential to sustain significant or endangered wildlife.
47

48 h. Traffic study where the project will exceed 250 vehicle trips during the peak hour of
49 the adjacent roadway.

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- i. Building elevations drawn to scale and in color.
- j. The developer shall provide the Township with copies of any comments from other reviewing agencies, such as:
 - 1. The Ingham County Road Department.
 - 2. The Ingham County Drain Commissioner.
 - 3. Michigan Department of Transportation (if applicable).
 - 4. Michigan Department of Environment, Great Lakes, and Energy (if applicable).
 - 5. Township Environmental Commission (if applicable).
 - 6. Township Engineering Department.
 - 7. Township Fire Department.
- k. 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.
- l. A list of the amenities proposed for the project, along with descriptions and locations of each.
- m. A list of 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) Upon submittal of a complete application, the Planning Commission shall hold a public hearing. Notices for public hearings shall comply with the provisions outlined in Subsection 86-65(b) of the Code of Ordinances.

(6) 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 make such a recommendation to the Township Board, within 30 days of the date that the planned unit development was placed on the Commission's agenda. The 30-day period may be extended if the applicant consents.

(7) 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 Subsection 86-65(b) of the Code of Ordinances. Following the public hearing, the Township Board shall make a determination to approve, modify, or deny the request. The Township Board shall make such a determination within 30 days of the date the planned unit development was placed on the board's agenda. The 30-day period may be extended if the applicant consents.

1 The Township Board may place conditions on the development in order to guarantee
2 consistency with the purpose and intent of the MUPUD ordinance, which includes, but is
3 not limited to, providing walkable, pedestrian-friendly communities and ensuring
4 compatibility with surrounding residential neighborhoods on adjacent sites. Conditions
5 may include, but are not limited to, the following subjects:
6

- 7 a. Hours of operation.
- 8
- 9 b. Total square footage allotted/required for the nonresidential uses.
- 10
- 11 c. Location, design, and orientation of specific nonresidential uses which may locate
12 within the development and their placement in relationship to neighboring uses.
- 13
- 14 d. Proportion of the development which may be occupied by individual nonresidential
15 uses or by all nonresidential uses.
- 16
- 17 e. Maximum noise levels emitted.
- 18
- 19 f. Lighting levels, direction, and timing.
- 20
- 21 g. Sufficiency of parking.
- 22
- 23 h. Enhancement of walkability within the development and connectivity to surrounding
24 uses.
- 25
- 26 i. Landscaping and screening.
- 27

28 (8) The MUPUD review and approval shall serve as the special use permit review and
29 approval for any use, requirement, or other activity requiring special use permit approval
30 in the underlying zoning district, including a special use permit required under Section
31 86-658 of the Code of Ordinances, provided the use or other activity requiring special use
32 permit approval is identified before the Township Board approves the Mixed Unit
33 Planned Unit Development.

- 34
- 35 a. Any use subject to special use permit review that is proposed after a MUPUD project
36 is approved must be processed pursuant to the special use permit requirements set
37 forth in Chapter 86, Article II, Division 4 of the Code of Ordinances.
- 38
- 39 b. A MUPUD application to redevelop an existing use or property previously approved
40 by special use permit shall be considered a new application for MUPUD review under
41 this section.
- 42

43 (9) Upon approval by the Township Board of the MUPUD, the developer shall submit a
44 complete application to the Department of Community Planning and Development for
45 site plan review, as outlined in the Code of Ordinances. The site plan review process shall
46 be subject to the standards outlined in Chapter 86 of the Code of Ordinances.

47

48 (10) Any condition imposed upon a MUPUD shall be part of the record and remain unchanged,
49 unaltered, and not expanded upon, except with the mutual consent of the Township and
50 the landowner. The Township and developer shall enter into a formal, written MUPUD

1 agreement outlining the project, waivers approved, amenities, conditions of approval,
2 and any other relevant items related to the project.

3
4 (h) Effect of issuance.

- 5
6 (1) The effective date of an approved MUPUD shall be the date of the Township Board
7 decision.
8
9 (2) If construction related to the MUPUD has not commenced within two years after the
10 effective date, approval shall be void, except a one year extension may be considered if a
11 written request is submitted to the Department of Community Planning and
12 Development prior to the expiration date and subsequently approved by the Township
13 Board.
14
15 (3) Once a phase in a multi phase MUPUD is under construction, the next phase must
16 commence construction within one year of the Certificate of Occupancy being issued for
17 the first building in the previous phase. The Township Board may grant a one year
18 extension for commencement of construction on any future phase if a written request is
19 submitted to the Department of Community Planning and Development prior to one year
20 elapsing from the Certificate of Occupancy on the previous phase.
21

22 (i) Amendments.

- 23
24 (1) The property owner may apply for an amendment in writing to the Director of
25 Community Planning and Development. The director shall make a determination as to
26 whether a proposed amendment constitutes a major or minor amendment to the original
27 planned unit development.
28
29 (2) A major amendment shall have a significant impact on the MUPUD and the conditions of
30 its approval, which shall include, but not be limited to:
31
32 a. Building additions located outside a building envelope as shown on the approved
33 MUPUD site plan.
34
35 b. Building additions in excess of 2,000 square feet in gross floor area.
36
37 c. Addition of land to the mixed use PUD.
38
39 d. Expansion of a use that increases the required off-street parking.
40
41 e. Any addition of 50 or more residential dwelling units to the MUPUD project.
42
43 f. Any reduction in non-residential space in a building(s) by 25 percent or more of the
44 usable floor area.
45
46 (3) All amendments not deemed to be major amendments by the Director of Community
47 Planning and Development shall be considered a minor amendment.
48
49 (4) Process to amend a MUPUD.

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- 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. The Director of Community Planning and Development shall initiate the following review process for Minor amendments:
 - 1. An application for an amendment to a MUPUD shall be submitted to the Director of Community Planning and Development.
 - 2. 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. Upon submittal of a complete application, the Director of Community Planning and Development shall hold a public hearing. Notice of said public hearing shall comply with the provisions outlined in Subsection 86-65 of the Code of Ordinances.
 - 4. 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 60 days of the public hearing date. The 60 day period may be extended if the applicant consents.
 - 5. 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.
 - 6. Any condition imposed upon a minor amendment to a MUPUD 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. All amendments and/or new or changed conditions of approval shall be formalized in a written amendment to the MUPUD agreement between the Township and the developer.
- d. 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) 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 2. Validity and Severability. The provisions of this Ordinance are severable and the invalidity of any phrase, clause or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

1 **Section 3.** Repealer Clause. All ordinances or parts of ordinances in conflict therewith are
2 hereby repealed only to the extent necessary to give this Ordinance full force and
3 effect.
4

5 **Section 4.** Savings Clause. This Ordinance does not affect rights and duties matured, penalties
6 that were incurred, and proceedings that were begun, before its effective date.
7

8 **Section 5.** Effective Date. This Ordinance shall be effective seven (7) days after its publication
9 or upon such later date as may be required under Section 402 of the Michigan Zoning
10 Enabling Act (MCL 125.3402) after filing of a notice of intent to file a petition for a
11 referendum.
12

13 ADOPTED by the Charter Township of Meridian Board at its regular meeting this 7th day of
14 December, 2021.
15
16
17

18 _____
19 Ronald J. Styka, Township Supervisor
20

21 _____
22 Deborah Guthrie, Township Clerk



To: Board Members
From: Ronald J. Styka, Township Supervisor
Date: December 3, 2021
Re: Board and Commission Reappointments

Please see attached list of current incumbent candidates whose terms expire on 12/31/2021. These incumbent candidates have been contacted and wish to be reappointed for an additional term. The Supervisor recommends these reappointments.

The following motions have been prepared for Board consideration:

MOVE TO REAPPOINT PETER POTTERPIN, DAVID PREMUE, AND CHARLES WALLIN TO THE BUILDING BOARD OF APPEALS FOR A 3 YEAR TERM ENDING 12/31/2024.

MOVE TO REAPPOINT JOHN MATUSZAK AND JOYCE VAN COEVERING TO THE BROWNFIELD REDEVELOPMENT AUTHORITY FOR A 3 YEAR TERM ENDING 12/31/2024.

MOVE TO REAPPOINT SUZANNE BROUSE, KATHLEEN LANGHALS, AND ANGIE WILSON TO THE COMMUNITY RESOURCE COMMISSION FOR A 2 YEAR TERM ENDING 12/31/2023.

MOVE TO REAPPOINT ERIC FOSTER TO THE CORRIDOR IMPROVEMENT AUTHORITY FOR A 4 YEAR TERM ENDING 12/31/2025.

MOVE TO REAPPOINT BILL CAWOOD AND PETER CAMPBELL TO THE DOWNTOWN DEVELOPMENT AUTHORITY FOR A 4 YEAR TERM ENDING 2/1/2025.

MOVE TO REAPPOINT FRANK WALSH TO THE ECONOMIC DEVELOPMENT CORPORATION FOR A 6 YEAR TERM ENDING 12/31/2027.

MOVE TO REAPPOINT TOM FRAZIER, KENDRA GRASSESCHI, AND LUCA WISINSKI (STUDENT ALTERNATE) TO THE ENVIRONMENTAL COMMISSION FOR A 3 YEAR TERM ENDING 12/31/2024.

MOVE TO REAPPOINT JAMES ECKLUND TO THE EAST LANSING-MERIDIAN WATER & SEWER AUTHORITY FOR A 3 YEAR TERM ENDING 12/31/2024.

MOVE TO CONFIRM THE SUPERVISORY'S REAPPOINTMENT OF DAVID PREMUE, GERALD RICHARDS, AND MARK BLUMER TO THE PLANNING COMMISSION FOR A 3 YEAR TERM ENDING 12/31/2024.

Memo to Township Board
December 3, 2021
Re: Board and Commission Reappointments
Page 2

**MOVE TO CONFIRM THE SUPERVISOR'S REAPPOINTMENT OF JOSHUA ROBERTSON,
TIM POTTER, AND BOB LOVELL TO THE TRANSPORTATION COMMISSION FOR A
TWO YEAR TERM ENDING 12/31/23.**

**MOVE TO REAPPOINT ALEXIA MANSOUR TO THE ZONING BOARD OF APPEALS FOR A
3 YEAR TERM ENDING 12/31/2024.**



To: Board Members
From: Frank Walsh, Township Manager and Ken Plaga, Chief of Police
Date: December 2, 2021
Re: Contract Renewal for Police Services with Williamstown Township

For the past decade, Meridian Township has partnered with our neighbors to provide police services to Williamstown Township. The agreement has allowed for the two communities to develop an excellent working relationship beyond public safety.

The current three year agreement expires on December 31, 2021. The main obstacle in simply renewing the current agreement is recruiting and retaining police officers. Meridian Township is not unique in our challenge to recruit qualified law enforcement candidates. Our 2022 budget appropriates funding for 41 sworn officers. Today, we are hovering around a team of 35 police officers. With a lean staff of 35, we are simply unable to continue offering our neighbors 80 hours of weekly enforcement. Given our strong relationship, we did not want to terminate our police services contract.

Over the past month, we have met with Supervisor Wanda Bloomquist to discuss what options are available to us given our staffing challenges. Through mindful conversations, we were able to draft a plan that allows us to reduce our commitment to 40 hours of coverage per week. We also provided language that doesn't close the door to returning to 80 hours of protection. As we discussed with Supervisor Bloomquist, our future coverage is based on our ability to recruit and retain qualified personnel. Recently, the Township Board took an extremely bold step and increased police wages from the contractual obligated 2% to 3.5% in 2022. We are approaching the nationwide shortage of law enforcement officers with unbridled energy. We will continue to serve and protect our community and our neighbors.

The 2022-2024 proposed contract authorizes Williamstown Township to compensate Meridian Township \$141,802.00 for calendar year 2022, \$146,056.06 for calendar year 2023 and \$150,437.74 for calendar year 2024. Additional per hour compensation outside the 40 hours of weekly patrol for emergency and non-emergency responses is also included in the contract.

Attachment:

1. Proposed Williamstown Township Agreement for Law Enforcement Services

AGREEMENT FOR LAW ENFORCEMENT SERVICES

THIS AGREEMENT, effective January 1, 2022, is made and entered by and between **CHARTER TOWNSHIP OF MERIDIAN**, 5151 Marsh Road, Okemos, MI 48864 (“Meridian”) and **WILLIAMSTOWN TOWNSHIP**, 4990 North Zimmer Road, Williamston, MI 48895 (“Williamstown”).

WHEREAS, Williamstown desires to secure certain law enforcement services from Meridian; and

WHEREAS, Meridian agrees to provide Williamstown with those law enforcement services as outlined below.

NOW THEREFORE, in consideration of the mutual covenants hereinafter contained, IT IS HEREBY AGREED as follows:

1. Services to be Provided by Meridian. Meridian shall provide Williamstown general law enforcement services by Police Officers (“Officers”) including, but not limited to, police patrol services, emergency and non-emergency response services to all dispatch calls, and additional police services, including without limitation the enforcement of applicable state statutes and regulations and Williamstown ordinances. These law enforcement services shall be provided as follows:

- A. Meridian will provide Williamstown forty (40) hours of police patrol coverage within Williamstown per week, according to a variable schedule or schedules approved by the Williamstown Supervisor. The schedule or schedules may be modified from time to time as agreed upon between Meridian and Williamstown.
- B. In the event an Officer assigned on shift to Williamstown is reassigned by Meridian to work outside Williamstown, and has not been replaced by another Officer, Williamstown shall be credited with compensatory time, which shall be used as mutually agreed upon by Meridian and Williamstown. The Williamstown Supervisor will be notified of all reassignments and the amount of hours taken from Williamstown.
- C. Meridian will provide emergency and non-emergency response by Officers to all dispatch calls within Williamstown 24 hours per day, seven days each week.
- D. Meridian will provide Williamstown additional police services as summarized in the attached Exhibit A.

2. Cooperation and Enforcement of Williamstown Ordinances. Meridian and its Officers shall cooperate with Williamstown officials in the enforcement of Williamstown ordinances. Williamstown shall be responsible for the prosecution and legal costs required in ordinance matters and shall provide the necessary prosecutorial support to adjudicate such cases.

3. Equipment to be Provided by Meridian. Meridian shall provide and maintain at its expense motor vehicles to be used for police protection and patrol within Williamstown and any and all uniforms, weapons, radios, and general police equipment to be used by Officers assigned to duty in Williamstown.

4. Insurance. Meridian shall provide all insurance for the motor vehicles and Officers used in the performance of the services described in the Section 1 of this Agreement, including without limitation all automobile, liability, health care workers’ compensation and other insurance coverage for any Officers and vehicles assigned to duty in Williamstown. “Insurance”, insofar as vehicles and Officers are concerned, means the coverage provided by Meridian as of January 1, 2011. If such coverage is discontinued or modified for any reason, Meridian shall notify Williamstown. Meridian will add Williamstown as an additional insured on Meridian’s general liability and automobile policies. Williamstown will add Meridian as an additional insured to Williamstown’s general liability policy.

5. Compensation. It is expressly understood that Williamstown shall pay Meridian the sum for calendar year depending on the agreed upon hours of police patrol coverage. See chart below. Additional per hour compensation for emergency and non-emergency response by Officers to all dispatch calls within Williamstown is listed below as Non Patrol Hours Rate.

Patrol Hours	2022	2023	2024
80 weekly hours of patrol	\$283,604.00	\$292,112.12	\$300,875.48
40 weekly hours of patrol	\$141,802.00	\$146,056.06	\$150,437.74
20 weekly hours of patrol	\$70,901.00	\$73,028.03	\$75,218.87
Non Patrol Hours Rate	\$67.65	\$69.68	\$71.77
Quarterly Maximum Billable Hours	\$27,060	\$27,872	\$28,708

Meridian will invoice Williamstown quarterly at the end of each calendar quarter for the amount of actual emergency and non-emergency response by Officers to dispatch calls within Williamstown and additional police services approved by Williamstown under this Agreement during that quarter. The amounts due Meridian during the period covered by this Agreement shall be paid in quarterly installments, with payments due by the 15th day of the month following the end of a quarter. All payments shall be made payable to Meridian and submitted to the Meridian Treasurer’s Office.

6. Reports. Meridian shall provide Williamstown a monthly written report concerning the law enforcement services provided under this Agreement. At the request of Williamstown, Meridian will provide an Officer or supervisory personnel to orally present reports not less than quarterly on law enforcement services under this Agreement to the Williamstown Township Board or Williamstown Police Advisory Committee.

7. **Employment Status of Officers Assigned to Williamstown.** The Officers assigned to Williamstown are and shall remain employees of Meridian and shall be under Meridian's supervision, direction and control.

8. **Meridian Responsible for Management.** Meridian shall be solely responsible for the management of the Officers assigned to Williamstown under this Agreement. Management shall be construed to include, but not be limited to, determining priority of investigation; determining what constitutes a life threatening emergency; determining the specific personnel to be assigned to Williamstown; determining job duties and assignments; and determining the adequacy of motor vehicles deployed. Meridian will consult with Williamstown on routine or special matters as deemed appropriate.

9. **Emergency Removal of Officers.** Meridian reserves the right to remove any Officer who is otherwise assigned to Williamstown for emergencies that might exist within Meridian, subject to Section 1 B of this Agreement.

10. **Nondiscrimination.** In carrying out the terms of this Agreement, the parties shall adhere to all applicable federal, state and local laws, regulations and policies prohibiting discrimination. The parties shall not discriminate against persons to receive services under this Agreement or against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, sexual orientation, disability that is unrelated to the individual's ability to perform the duties of a particular job or position, height, weight, marital status or political affiliation or beliefs.

11. **Agreement Does Not Affect Collective Bargaining Agreements.** The provisions of this Agreement shall not be construed as in any way affecting the collective bargaining agreement covering Meridian Officers including, but not limited to, the adding or subtracting of provisions.

12. **Communication.** It is agreed by the parties that prompt and timely resolution of issues and/or concerns is vital to the success of this Agreement. Therefore, the parties agree that the following steps will be utilized:

- A. The Williamstown Supervisor will meet regularly with the Meridian Police Chief for the purposes of resolving issues and/or concerns.
- B. The Williamstown Police Advisory Committee will meet as needed, at the request of the Chair of the Committee, or the Meridian Police Chief, for the purpose of communications and public feedback concerning activities of the Officers assigned to Williamstown.
- C. If issues and/or concerns cannot be resolved in either of the above mentioned forums in a timely manner, then the Williamstown Supervisor, Clerk and Treasurer will meet with the Meridian Police Chief and Manager to pursue resolution.

13. Waivers. No failure or delay on the part of any of the parties to this Agreement in exercising any right, power or privilege hereunder shall operate as a waiver thereof nor shall a single or partial exercise of any right, power or privilege preclude any other or further exercise of any other right, power or privilege.

14. Modification of Agreement. Modifications, amendments or waivers of any provision of this Agreement may be made only by the written mutual consent of the parties hereto.

15. Assignment or Subcontracting. The parties to this Agreement may not assign, subcontract or otherwise transfer their duties and/or obligations under this Agreement without express mutual written consent.

16. Non-Third Party Beneficiary Contract. This Agreement is not intended to be a third party beneficiary contract and confers no rights on anyone other than the parties hereto.

17. Disregarding Titles. The titles of the sections set forth in this Agreement are inserted for the convenience of reference only and shall be disregarded when construing or interpreting any of the provisions of this Agreement.

18. Complete Agreement. This Agreement contains all the terms and conditions agreed upon by the parties, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement or any part thereof shall have any validity or bind any of the parties and any prior agreements shall be null and void.

19. Agreement Period and Termination. This Agreement shall be in effect from January 1, 2022, through December 31, 2024, and shall automatically renew unless either party provides one hundred eighty (180) days prior written notice of nonrenewal. Either Meridian or Williamstown may, with or without cause, terminate this Agreement at any time upon one hundred eighty (180) days prior written notice to the other party. In the event this Agreement is terminated prior to December 31, 2024, Williamstown shall pay Meridian as set forth in Section 5 the total sum due for services performed by the Officers assigned to Williamstown up to the effective date of termination.

20. Invalid Provisions. If any clause or provision of this Agreement is rendered invalid or unenforceable because of any State or Federal statute or regulation or ruling by any tribunal of competent jurisdiction, that clause or provision shall be null and void, and any such invalidity or unenforceability shall not affect the validity or enforceability of the remainder of this Agreement. It shall be considered to be deleted and the remainder of this Agreement shall not be affected thereby. Where the deletion of the invalid provision would result in the illegality and/or unenforceability of this Agreement, this Agreement shall be considered to have terminated as of the date in which the provision was rendered invalid or unenforceable.

21. Certification of Authority to Sign Agreement. The people signing on behalf of the parties certify by their signatures that they are duly authorized to sign this Agreement on behalf of said parties and that this Agreement has been authorized by said parties.

THE FOLLOWING AUTHORIZED REPRESENTATIVES OF THE PARTIES HAVE EXECUTED THIS AGREEMENT AS OF THE DAY AND YEAR FIRST ABOVE WRITTEN.

CHARTER TOWNSHIP OF MERIDIAN	WILLIAMSTOWN TOWNSHIP
By: _____ Supervisor Date	By: _____ Supervisor Date
By: _____ Clerk Date	By: _____ Clerk Date

EXHIBIT A

Meridian currently provides the following additional police services to its residents. These services will also be provided to Williamstown residents, subject to Meridian’s decision to continue to provide these services to its residents.

- Investigations Unit – Five investigators available for major crimes and specialized investigations.
- Sex Offender Registry – Monitor and verify sex offender registrations.
- Court Service Officer – This position, assigned to investigations, processes warrant requests keeping patrol officers on the road.
- Records Unit – Civilian staff transcribes reports, responds to requests for reports and are keepers of all records. Records staff members are trained to respond to freedom of information requests.
- Training – All sworn officers receive nearly 40 hours of in-service training each year. Additionally, many officers receive specialized training off site.
- Crime Scene Investigators receive additional training to process crime scenes.
- Accident Investigation Team – Several officers have received additional training to investigate more serious and fatal traffic crashes.
- In-Car Video – Each patrol vehicle is equipped with video recording equipment used for its evidentiary value and verifying officer performance.
- Body worn cameras for each officer.
- Supervision – Patrol supervisor on duty at all times.
- Community Policing – Individual officers are assigned specific neighborhoods to develop communication between the Department and the community.
- Neighborhood Watch – The Department encourages neighborhoods to be active in crime prevention initiates by organizing neighborhoods to be eyes and ears.
- Medical First Responders – Officers are licensed at a Medical First Responder level. Officers are available to respond to medical calls to assist NIESA ambulance. Medical First Responders may have a quicker response to begin treatment or may be available when the ambulance is unavailable.
- Automatic External Defibrillators – AEDs are carried in patrol cars.

- Property Checks – Officers will check residential properties for security when the homeowner is away on vacation on request.
- Citizens Academy and Youth Academy – Each academy is held once per year allowing citizens to learn more about the Department and law enforcement in the community.
- Community Leader Meeting – Community leader meetings are held three times a year. It is an opportunity for police and our community to discuss community issues, crimes and trends.
- National Night Out – This celebration, held the first Tuesday in August, encourages citizens to be organized against crime. Neighborhoods are encouraged to have neighborhood activities including ice cream socials, picnics, or, at a minimum, have their porch light on and meet their neighbors.
- Traffic Initiative – The Department takes an active effort in reducing traffic crashes, thus, reducing injuries and fatalities.
- Citizen Satisfaction Surveys – Monthly surveys are sent to individuals who have used police services. Each one is reviewed by the Chief. The surveys provide valuable feedback on the Department's performance.
- Special Response Team – The Department participates with East Lansing, Michigan State University and other departments on a special response tactical team for special response situations. This would be available to Williamstown Township.
- Written Reports – Criminal reports are completed in the patrol vehicle on an in-car computer. This reduces the amount of time the officer spends in the office.
- Citizen Complaint Process – All citizen complaints are thoroughly investigated with a follow-up correspondence to the citizen. Appropriate action is taken if necessary. Most citizen complaints are not sustained or are unfounded.
- Patrol officers are encouraged to do their own follow-up investigations when possible. Neighborhoods are canvassed on serious crimes. Patrol supervisors review investigative efforts to ensure thorough investigations are conducted.
- The Department has used satellite offices and would use Williamstown Township's office as a location to meet with residents.
- Everbridge.net – Technology used to inform citizens of crime, crime trends, community alerts, and bulletins.



To: Board Members
From: Dan Opsommer, Township Trustee
Date: December 3, 2021
Re: Poverty Exemption Guidelines

State law, MCL 211.7u, requires the governing body of Meridian Township to establish policies and guidelines, which the local assessing unit will use to determine whether to grant poverty exemptions from property taxes. Among the policies the Township Board sets are the asset and income thresholds for eligibility.

Under state law, the Township cannot set income and asset limits below the federal poverty guidelines. However, we can and are currently going above the federal guidelines.

The federal poverty guidelines are updated annually. Here are the 2021 and 2022 guidelines:

2021 Federal Poverty Guidelines		2022 Federal Poverty Guidelines	
Size of Family Unit	Poverty Guidelines	Size of Family Unit	Poverty Guidelines
1	\$12,760	1	\$12,880
2	\$17,240	2	\$17,420
3	\$21,720	3	\$21,960
4	\$26,200	4	\$26,500
5	\$30,680	5	\$31,040
6	\$35,150	6	\$35,580
7	\$39,640	7	\$40,120
8	\$44,120	8	\$44,660
For each additional person	\$4,480	For each additional person	\$4,540

Memo to Township Board
December 3, 2021
Re: Poverty Exemption Guidelines
Page 2

Meridian Township currently allows households with income and assets at or below 135% of the federal poverty guidelines to be eligible for the poverty exemption:

Meridian Township's 2021 Income Standards		Meridian Township's 2021 Asset Standards	
Size of Family Unit	Poverty Guidelines	Size of Family Unit	Poverty Guidelines
1	\$17,226	1	\$17,226
2	\$23,274	2	\$23,274
3	\$29,322	3	\$29,322
4	\$35,370	4	\$35,370
5	\$41,418	5	\$41,418
6	\$47,453	6	\$47,453
7	\$53,514	7	\$53,514
8	\$59,562	8	\$59,562
For each additional person	\$6,048	9+	\$65,610

Other communities increase their income and asset limits higher than our 1.35 multiplier to help provide affordable housing for those who need it. For example, most cities and townships in Washtenaw County use multipliers ranging from 1.67 to 2.2. These local units also have far higher asset limits than we currently do. Refer to the table on page 4.

The Board has long expressed an interest in providing more affordable housing in the Township. Increasing our income limits to twice the federal guidelines is a great way to help low- and moderate-income families live in Meridian Township.

To give an example, a family of three with assets worth more than \$29,322 does not currently qualify in Meridian Township, regardless of how little they make each year. A family that has lost

Memo to Township Board
December 3, 2021
Re: Poverty Exemption Guidelines
Page 3

employment shouldn't be disqualified simply because they have a 401K with very modest retirement savings in it. Therefore, I would recommend that we increase the asset limits higher than the income limits.

Under state law, we can grant 100%, 50% and 25% exemptions to property taxes for eligible households. I recommend granting 100% exemptions to all households with incomes at or below 1.85 times the federal guidelines and assets at or below 2.25 times the federal guidelines:

Recommended 2022 Income Limit for 100% Exemption 1.85 times the federal guidelines		Recommended 2022 Asset Limit for 100% Exemption 2.25 times the federal guidelines	
Size of Family Unit	Maximum Total Household Income	Size of Family Unit	Maximum Total Household Assets
1	\$23,828	1	\$28,980
2	\$32,227	2	\$39,195
3	\$40,626	3	\$49,410
4	\$49,025	4	\$59,625
5	\$57,424	5	\$69,840
6	\$65,823	6	\$80,055
7	\$74,222	7	\$90,270
8	\$82,621	8	\$100,485
For each additional person	\$8,399	9 persons or more	\$110,700

I further recommend that we grant a 50% exemption to property taxes for households with income above 1.85 times the federal guidelines or assets above 2.25 times federal guidelines, but with income at or below 2 times the federal guidelines and assets at or below 2.5 times the federal guidelines:

Memo to Township Board
December 3, 2021
Re: Poverty Exemption Guidelines
Page 4

Recommended 2022 Income Limit for 50% Exemption 2 times the federal guidelines		Recommended 2022 Asset Limit for 50% Exemption 2.5 times the federal guidelines	
Size of Family Unit	Maximum Total Household Income	Size of Family Unit	Maximum Total Household Assets
1	\$25,760	1	\$32,200
2	\$34,840	2	\$43,550
3	\$43,920	3	\$54,900
4	\$53,000	4	\$66,250
5	\$62,080	5	\$77,600
6	\$71,160	6	\$88,950
7	\$80,240	7	\$100,300
8	\$89,320	8	\$111,650
For each additional person	\$9,080	9 persons or more	\$123,000

Here is a table comparing Meridian Township’s 2021 income and asset limits to similar communities that are suburbs of a major state university:

2021 Poverty Exemption Guideline Comparison					
Local unit with link to their 2021 guidelines	Income Limit for 1 Person		Asset Limit for 1 Person		100%, BoR Discretion, or a prescribed phasing schedule
	Multipli er	Maximum Income	Multipli er	Maximum Assets	
2021 Meridian Township	1.35	\$17,226	1.35	\$17,226	100%

Memo to Township Board
December 3, 2021
Re: Poverty Exemption Guidelines
Page 5

Scio Township	2.00	\$25,520	14.00	\$178,640	Board of Review selects 100%, 50% and 25% based on each application
Pittsfield Township	1.85	\$23,606	1.96	\$25,000	Board of Review selects 100%, 50% and 25% based on each application
City of Dexter	2.20	\$28,072	14.00	\$178,640	Board of Review selects 100%, 50% and 25% based on each application
City of Ann Arbor	2.20	\$28,072	3.92	\$50,000	Board of Review selects 100%, 50% and 25% based on each application
City of Chelsea	1.85	\$23,606	1.96	\$25,000	100%
City of Saline	1.81	\$23,107	1.96	\$25,000	Board of Review selects 100%, 50% and 25% based on each application
Augusta Township	1.66	\$21,200	1.96	\$25,000	Board of Review selects 100%, 50% and 25% based on each application
Ypsilanti Township	1.67	\$21,350	1.96	\$25,000	Board of Review selects 100%, 50% and 25% based on each application
Manchester Township	1.81	\$23,107	1.96	\$25,000	Board of Review selects 100%, 50% and 25% based on each application
Superior Township	1.72	\$22,000	1.57	\$20,000	Board of Review selects 100%, 50% and 25% based on each application
Webster Township	2.00	\$25,520	N/A	See link.	Board of Review selects 100%, 50% and 25% based on each application

Memo to Township Board
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Re: Poverty Exemption Guidelines
Page 6

Williamstown Township 2020	2.00	\$25,520	1.96	\$25,000	In 2020, it was 100% exemption at or below 2 times the federal guidelines.
Williamstown Township 2021	2.00	\$25,520	1.96	\$25,000	A prescribed phasing of 100% (at or below federal guidelines), 50% (at or below 1.5 times federal guidelines) and 25% (at or below 2 times federal guidelines).

Based on a review of Ingham County local units of government, most don't use a multiplier and just use the federal guidelines. Williamstown Township is one of the few exceptions. These local units may not know what authority they have under state law to set their income and asset limits above the federal guidelines. This policy will make Meridian a leader in Ingham County, similar to the communities listed above from Washtenaw County.

The Township's 2021 Poverty Exemption Guidelines are included in the packet below for additional information and context.



MERIDIAN TOWNSHIP ASSESSING DEPARTMENT
5151 MARSH RD
OKEMOS, MI 48864

POVERTY EXEMPTION GUIDELINES

POVERTY EXEMPTION REQUIREMENTS

MCL 211.7u requires the governing body of Meridian Township to establish policies and guidelines, which the local assessing unit will use to determine whether to grant poverty exemptions.

In order to qualify for the poverty exemption, the applicant must meet ***all*** of the tests set by Meridian Township. Meridian Township Poverty Exemption Policies and Guidelines are available to the public. The Board of Review shall follow the Policies and Guidelines when granting or denying a poverty exemption. The standards applicable at the time of the application shall be equally applied to each applicant in the Township.

The Poverty Exemption Policies and Guidelines include Income Standards and Maximum Asset Standards set by Meridian Township, which are used to determine whether a poverty exemption should be granted. Income Standards may not be set lower than the federal poverty income standards.

A poverty exemption may not be granted to property owned by a corporation.

PARTIAL POVERTY EXEMPTIONS:

A partial poverty exemption is an exemption of only a part of the taxable value of the property rather than the entire taxable value. The local assessing unit has the authority to grant a partial poverty exemption.

FILING FOR THE POVERTY EXEMPTION

An Applicant must do all of the following ***on an annual basis to apply for a poverty exemption:***

1. Own and occupy the property for which the exemption is requested.
2. File an application with the Township Supervisor, Township Assessor, or Township Board of Review after January 1, but before the day prior to the last day of the Board of Review on a form provided by the local assessing unit.
3. Provide proof of household income by submitting a complete and signed copy of the following, if required to file:
 - Most recent Michigan Homestead Property Tax Credit Claim (MI 1040 CR)
 - Most recent Federal Income Tax return (1040), if you are required to file federal income tax, for all occupants of the home
 - Copy of Applicant's driver's license

Income verification for all persons in the home on the property. Income includes, but is not limited to the following sources:

- a. Money wages and salaries before deductions

- b. Net receipts from non-farm self-employment. These include receipts from a person's business, professional enterprise, or partnership, after deductions for business expenses.
 - c. Regular payments from social security, railroad retirement, unemployment compensation, strike benefits from union funds, workers' compensation, veterans' payments, public assistance including but not limited to Family Independence Program (FIP), Supplemental Security Income (SSI), Emergency Assistance money payments, and non-federally funded General Assistance of General Relief money payments.
 - d. Alimony, child support and military family allotment or other regular support from an absent family member or someone not living in the household.
 - e. Private pensions, government employee pensions, military retirement pay and regular insurance or annuity payments.
 - f. College or university scholarships, grants, fellowships and assistantships.
4. Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
 5. Meet Meridian Township Poverty Income Standards described in these Guidelines. Describe special circumstances that may affect the application.
 6. Meet Meridian Township Maximum Asset Standards.
 7. Submit a complete and accurate Poverty Exemption Application. The Application and all requested documents must be given to the Township Supervisor, Township Assessor, or Board of Review after being reviewed by the Human Services Department.

For purposes of the Poverty Exemption Application Applicants are subject to investigation of their entire financial and property records by Meridian Township to verify information given or statements made to the Supervisor, Assessor, Board of Review, or Human Services Department concerning a poverty exemption application.

Under the Freedom of Information Act, all records submitted to the Board of Review are public record potentially subject to disclosure to the public.

Any willful misstatements or misrepresentations made on an Application for Poverty Exemption may constitute perjury, which under law is a felony punishable by fine or imprisonment.

A claimant may request a poverty exemption and appeal the property's assessment to the Board of Review at their March, July, or December meeting.

MERIDIAN TOWNSHIP POVERTY INCOME AND ASSET STANDARDS

To be eligible for a poverty exemption in Meridian Township, the household income and assets owned by all those living in the household that is the subject of the Application may NOT exceed 135% of the Federal Poverty Level for the year. For the purpose of this Application, the household assets do not include the value of the home or the immediate home site.

Recommended documentation checklist

Copies of the following documents are recommended as applicable for all persons living in the home when applying for a poverty exemption.

Identification:

- Driver's license or State of Michigan ID

Proof of Income:

- Most recent federal and state income tax returns with attachments or signed affidavit for all persons who were not required to file federal or state income tax returns
- Most recent Michigan Homestead Property Tax Credit Claim
- Social Security benefit award letter for previous year (if lost, call 800.772.1213)
- Veterans Benefits statement
- Michigan Department of Human Services benefits, including the Family Independence Plan (FIP), cash assistance, state disability, and Food Assistance Plan (FAP)/Bridge Card benefits
- Income from employment
- Profit and Loss statement for the previous calendar year, if self-employed
- Worker's compensation
- Unemployment benefits
- Income from renters or boarders
- Farm income
- Alimony or child support
- Documentation of college or university scholarships, grants, fellowships, and assistantships

Household expenses:

- Mortgage payment or lease statements for the previous calendar year
- Homeowner's insurance for the previous calendar year
- Heat and electric bills for past 12 months (if lost, call Consumers Energy at 800.477.5050 or Lansing Board of Water and Light at 517.702.6006)

Assets:

- Bank and/or credit union statements for all savings, checking, draft, and money market accounts or shared accounts dated within 30 days and all statements for the previous calendar year
- Uncashed checks, drafts, and warrants
- Certificates of deposit: statement from financial institution or the certificate itself
- Money held by others: written statement from person holding funds
- Withdrawals of bank deposits and borrowed money
- Gifts, loans, lump-sum inheritances, and one-time insurance payments
- Long term care trust fund: written statement from facility
- Gaming/lottery winnings
- Stocks, bonds: written statement from broker or company
- Lump sum and accumulated benefits
- Vehicles – title, proof of insurance, registration, loan statement, or payment book to any cars, trucks, snowmobiles, campers, boats, farm equipment, motorcycles, and trailers
- Real estate or property: property tax assessment or certified statement of value or county records (primary residence/homestead excluded)
- Most recent pension and/or Individual Retirement Account (IRA) statement and all statements for the previous calendar year for all accounts
- Burial assets and life insurance: all statements for the previous calendar year
- Documentation of other assets of value: jewelry, antiques, artworks, equipment, etc.

This is not an exhaustive list. Further documentation may be requested at the discretion of the Assessing Department.

2021 MERIDIAN TOWNSHIP POVERTY EXEMPTION PROGRAM
INCOME AND ASSET STANDARDS

<u>Number of persons residing in the principal residence</u>	<u>Maximum Total Household Income</u>
1 person	\$17,226
2 persons	\$23,274
3 persons	\$29,332
4 persons	\$35,370
5 persons	\$41,418
6 persons	\$47,466
7 persons	\$53,514
8 persons	\$59,562
Each additional person	\$6,048

<u>Number of persons residing in the principal residence</u>	<u>Maximum Total Value of Household Assets</u>
1 person	\$17,226
2 persons	\$23,274
3 persons	\$29,332
4 persons	\$35,370
5 persons	\$41,418
6 persons	\$47,466
7 persons	\$53,514
8 persons	\$59,562
9 persons or more	\$65,610

Application for MCL 211.7u Poverty Exemption

This form is issued under the authority of the General Property Tax Act, Public Act 206 of 1893, MCL 211.7u.

MCL 211.7u of the General Property Tax Act, Public Act 206 of 1893, provides a property tax exemption for the principal residence of persons who, by reason of poverty, are unable to contribute toward the public charges. This application is to be used to apply for the exemption and must be filed with the Board of Review where the property is located. This application may be submitted to the city or township the property is located in each year on or after January 1.

To be considered complete, this application must: 1) be completed in its entirety, 2) include information regarding all members residing within the household, and 3) include all required documentation as listed within the application. Please write legibly and attach additional pages as necessary.

PART 1: PERSONAL INFORMATION — Petitioner must list all required personal information.				
Petitioner's Name			Daytime Phone Number	
Age of Petitioner	Marital Status	Age of Spouse	Number of Legal Dependents	
Property Address of Principal Residence		City	State	ZIP Code
<input type="checkbox"/> Check if applied for Homestead Property Tax Credit		Amount of Homestead Property Tax Credit		
PART 2: REAL ESTATE INFORMATION				
List the real estate information related to your principal residence. Be prepared to provide a deed, land contract or other evidence of ownership of the property at the Board of Review meeting.				
Property Parcel Code Number		Name of Mortgage Company		
Unpaid Balance Owed on Principal Residence	Monthly Payment	Length of Time at this Residence		
Property Description				
PART 3: ADDITIONAL PROPERTY INFORMATION				
List information related to any other property owned by you or any member residing in the household.				
<input type="checkbox"/> Check if you own, or are buying, other property. If checked, complete the information below.			Amount of Income Earned from other Property	
1	Property Address	City	State	ZIP Code
	Name of Owner(s)	Assessed Value	Date of Last Taxes Paid	Amount of Taxes Paid
2	Property Address	City	State	ZIP Code
	Name of Owner(s)	Assessed Value	Date of Last Taxes Paid	Amount of Taxes Paid

PART 4: EMPLOYMENT INFORMATION — List your current employment information.

Name of Employer			
Address of Employer	City	State	ZIP Code
Contact Person	Employer Telephone Number		

PART 5: INCOME SOURCES

List all income sources, including but not limited to: salaries, Social Security, rents, pensions, IRAs (individual retirement accounts), unemployment compensation, disability, government pensions, worker's compensation, dividends, claims and judgments from lawsuits, alimony, child support, friend or family contribution, reverse mortgage, or any other source of income, for all persons residing at the property.

Source of Income	Monthly or Annual Income (indicate which)

PART 6: CHECKING, SAVINGS AND INVESTMENT INFORMATION

List any and all savings owned by all household members, including but not limited to: checking accounts, savings accounts, postal savings, credit union shares, certificates of deposit, cash, stocks, bonds, or similar investments, for all persons residing at the property.

Name of Financial Institution or Investments	Amount on Deposit	Current Interest Rate	Name on Account	Value of Investment

PART 7: LIFE INSURANCE — List all policies held by all household members.

Name of Insured	Amount of Policy	Monthly Payments	Policy Paid in Full	Name of Beneficiary	Relationship to Insured

PART 8: MOTOR VEHICLE INFORMATION

All motor vehicles (including motorcycles, motor homes, camper trailers, etc.) held or owned by any person residing within the household must be listed.

Make	Year	Monthly Payment	Balance Owed

PART 9: HOUSEHOLD OCCUPANTS — List all persons living in the household.				
First and Last Name	Age	Relationship to Applicant	Place of Employment	\$ Contribution to Family Income

PART 10: PERSONAL DEBT — List all personal debt for all household members.					
Creditor	Purpose of Debt	Date of Debt	Original Balance	Monthly Payment	Balance Owed

PART 11: MONTHLY EXPENSE INFORMATION			
The amount of monthly expenses related to the principal residence for each category must be listed. Indicate N/A as necessary.			
Heating	Electric	Water	Phone
Cable	Food	Clothing	Health Insurance
Garbage	Daycare	Car Expense (gas, repair, etc.)	
Other (type and amount)	Other (type and amount)	Other (type and amount)	
Other (type and amount)	Other (type and amount)	Other (type and amount)	

NOTICE: Per MCL 211.7u(2)(b), federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns, filed in the immediately preceding year or in the current year must be submitted with this application. Federal and state income tax returns are not required for a person residing in the principal residence if that person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year.

PART 11: POLICY AND GUIDELINES ACKNOWLEDGMENT

The governing body of the local assessing unit shall determine and make available to the public the policy and guidelines used for the granting of exemptions under MCL 211.7u. In order to be eligible for the exemption, the applicant must meet the federal poverty guidelines published in the prior calendar year in the Federal Register by the United States Department of Health and Human Services under its authority to revise the poverty line under 42 USC 9902, or alternative guidelines adopted by the governing body of the local assessing unit so long as the alternative guidelines do not provide income eligibility requirements less than the federal guidelines. The policy and guidelines must include, but are not limited to, the specific income and asset levels of the claimant and total household income and assets. The combined assets of all persons must not exceed the limits set forth in the guidelines adopted by the local assessing unit.

The applicant has reviewed the applicable policy and guidelines adopted by the city or township, including the specific income and asset levels of the claimant and total household income and assets.

PART 12: CERTIFICATION

I hereby certify to the best of my knowledge that the information provided in this form is complete, accurate and I am eligible for the exemption from property taxes pursuant to Michigan Compiled Law, Section 211.7u.

Printed Name	Signature	Date
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This application shall be filed after January 1, but before the day prior to the last day of the local unit's December Board of Review.

Decision of the March Board of Review may be appealed by petition to the Michigan Tax Tribunal by July 31 of the current year. A July or December Board of Review decision may be appealed to the Michigan Tax Tribunal by petition within 35 days of decision. A copy of the Board of Review decision must be included with the petition.

Michigan Tax Tribunal
PO Box 30232
Lansing MI 48909

Phone: 517-335-9760
E-mail: taxtrib@michigan.gov



13.C

To: Township Board

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

Date: December 2, 2021

Re: Special Use Permit #21-00-011 – 2763 Grand River Avenue – Consumers Credit Union – Group of buildings greater than 25,000 square feet

Consumers Credit Union has submitted a special use permit (SUP) request to construct a 2,153 square foot credit union building. The building is proposed to be located in an underutilized area of the parking lot in front of Hobby Lobby, at the corner of Northwind and Grand River. The Hobby Lobby building was initially approved for a SUP in 2000 to allow construction of the main building on the site, which is in excess of 25,000 square feet. The land the credit union is proposed for was included in that original approval, therefore an amendment to the SUP is required. The credit union will bring the total square footage on the site to just under 80,000 square feet and would substantially reduce the amount of unused parking on the site.

The Planning Commission held a public hearing on the proposal at its meeting on October 25, 2021 and received no input from the general public. The Planning Commission then voted to recommend approval at its meeting on November 8, 2021. The uses of the property as a credit union is permitted by right. The addition of the drive through lanes required a separate SUP that was reviewed and approved by the Planning Commission. The size of the building/group of buildings is only the item that requires review by the Township Board. Staff memorandums from both previous Planning Commission reviews, outlining the special use permit request, along with minutes from the Planning Commission meetings at which the request was discussed are attached for the Board's review.

Township Board Options

The Township Board may approve or deny the proposed special use permit. If the Board amends the proposal, the request may be referred back to the Planning Commission for a recommendation. A resolution is attached for the Board's initial review.

Attachments

1. Draft resolution for approval
2. Staff memorandums for Special Use Permit #21-00-011 dated November 4, 2021 and October 21, 2021, with attachments
3. Planning Commission minutes dated October 25, 2021 (public hearing) and November 8, 2021 (recommendation)

RESOLUTION TO APPROVE

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

RESOLUTION

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at 5151 Marsh Road, Okemos, MI 48864 on the 7th day of December 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 financial institution 2763 Grand River Avenue; and

WHEREAS, the site is appropriately zoned C-2, Commercial, for the use being proposed and a special use permit is required for constructing a building or group of buildings totaling more than 25,000 square feet in gross floor area; and

WHEREAS, the site on which the proposed credit union is being built has previously received Special Use Permit approval for a building larger than 25,000 square feet for the entire site; and

WHEREAS, the Planning Commission held a public hearing at its regular meeting on October 15, 2021 and voted to recommend approval at its meeting on November 8, 2021; and

WHEREAS, the Township Board discussed the proposal its regular meeting on December 7, 2021 and has reviewed staff material forwarded under a cover memorandum dated December 2, 2021; and

WHEREAS, the proposed addition of 2,153 square feet of commercial space to the group of buildings larger than 25,000 square feet will not be adverse or damaging to public health, safety, or welfare; 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

NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby approves Special Use Permit #21-00-011, 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 Clerk of the Township Board 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 Township Board on the 7th day of December, 2021.

Deborah Guthrie
Township Clerk



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: _____

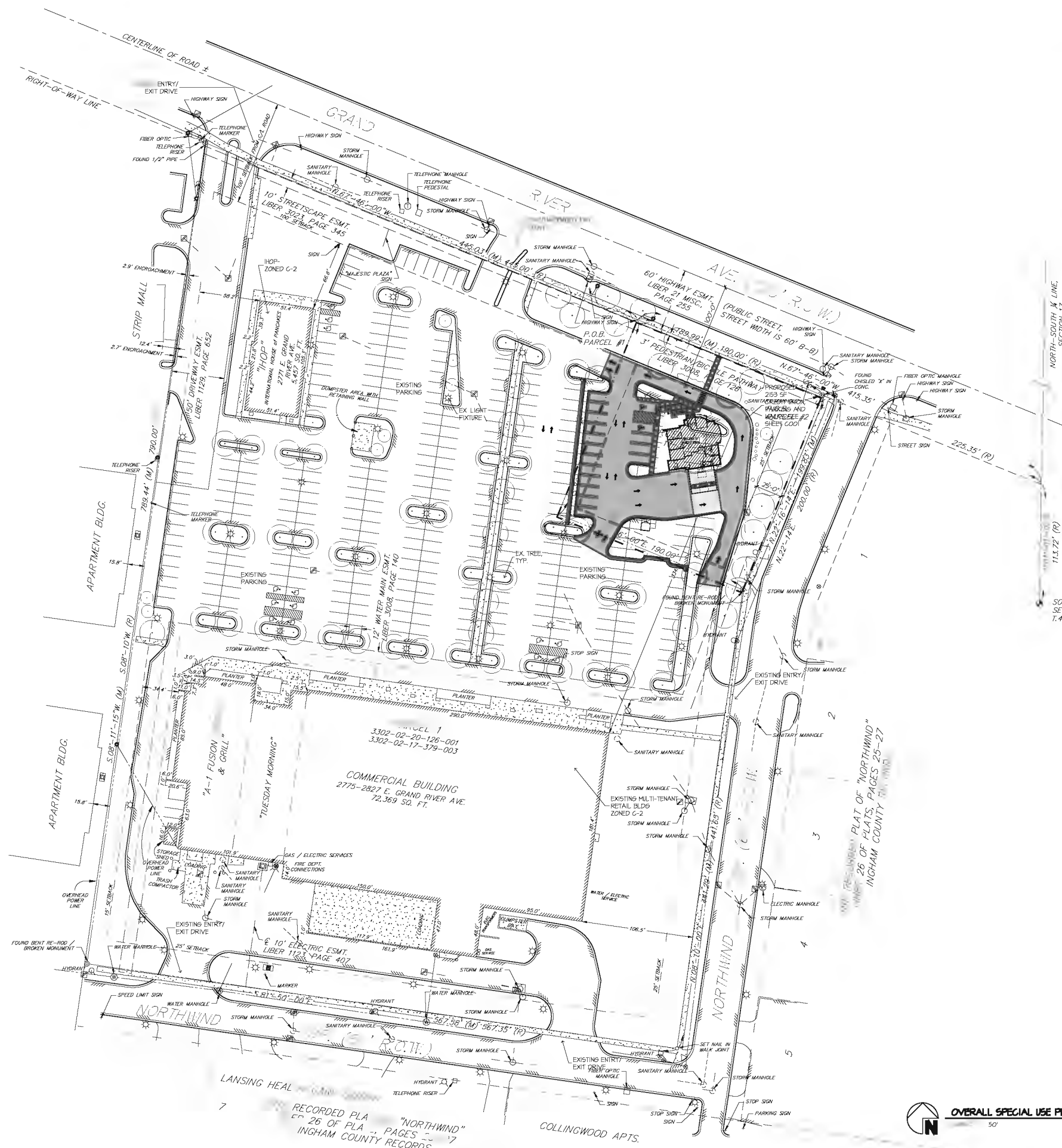
STATE OF MICHIGAN)

) 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. (AS) (LANSING # 48823) (P.L. 11-18-03)
2. DEVELOPER: CONSUMERS EAST LANSING, INC. (214 HULLY DRIVE) (KALAMAZOO, MI 49001)
3. DESIGNER: BOSCH ARCHITECTURE ENGINEERING INTERIOR DESIGN (8065 VINEYARD PARKWAY) (KALAMAZOO, MI 49001) (269) 321-5151
4. PROJECT NAME: CONSUMERS EAST LANSING
5. PROJECT NO.: 05 (CURRENT: C-2 COMMERCIAL) (EXISTING SITE)
6. PROJECT AREA: 9.41 ACRES
7. PROJECT CODE: (C-2) (ZONING) (25.28) (SPECIAL USE SURFACE) (EXISTING) (25.28) (SPECIAL USE SURFACE) (EXISTING) (25.28) (SPECIAL USE SURFACE) (EXISTING) (25.28)
8. PROJECT PARCEL: FOR
9. PROJECT CALC: FOR

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

LEVEL 1
 3302-02-20-126-001
 3302-02-17-379-003
COMMERCIAL BUILDING
 2775-2827 E. GRAND RIVER AVE.
 72,369 SQ. FT.

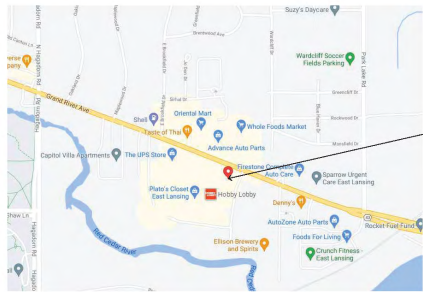
RECORDED PLAT
 # 26 OF PLAT "NORTHWIND"
 INGHAM COUNTY RECORDS

OVERALL SPECIAL USE PLAN
 50'



OVERALL SPECIAL USE PLAN

0000



PROJECT LOCATION



LEGAL DESCRIPTION:

OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY, COMMITMENT NO. 623691

PARCEL #1:

Commencing at a point on the southerly line of East Grand River Avenue (Old US 16) N67°-46'N, 415.35 feet from the intersection of the southerly 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 southerly line of East Grand River (Old US 16) N67°-46'N, 445.00 feet, thence S08°-10'N, 110.00 feet, thence S21°-30'E, 561.35 feet, thence N03°-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: #3302-02-20-126-001
PP: #3302-02-11-314-003

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

AND





PARCEL #2:

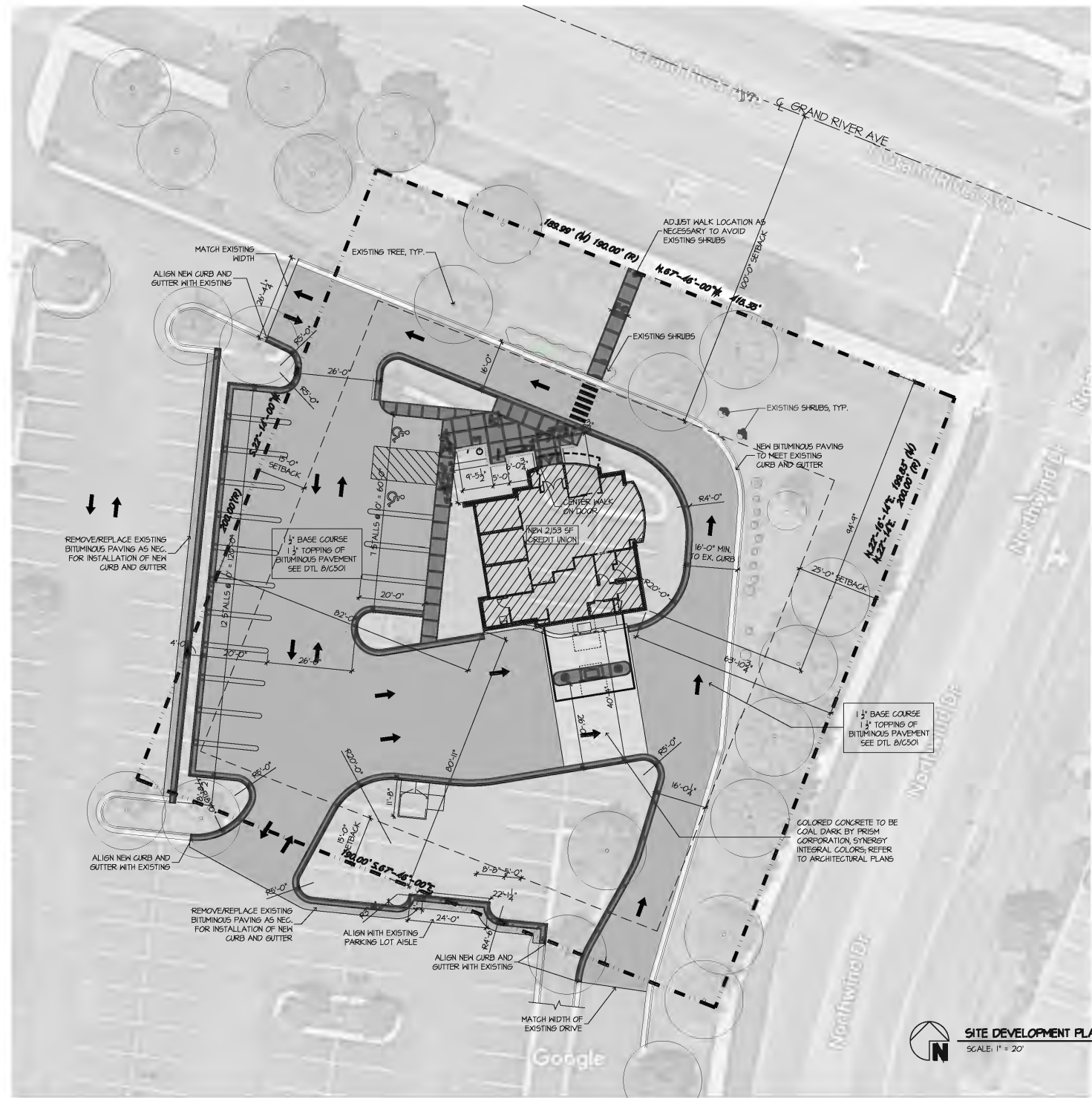
Part of the Southwest 1/4 of Section 11, T4 N-R1 W, Meridian Township, Ingham County, Michigan, described as commencing at the center point of Section 11, said point lying on the southerly line of East Grand River Avenue (US-16); thence along the southerly line of E. Grand River Ave. (US-16), N67°-46'-00"N, 225.35 feet to the Point of Beginning, thence along the southerly line of East Grand River Ave. N67°-46'-00"N, 190.00 feet; thence S22°-14'-00"E, 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: #3302-02-11-314-004

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 (4"X8")



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 LOOI 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.

SITE INFORMATION

1. PARCEL ADDRESS: 2763 GRAND RIVER AVE, EAST LANSING, MI 48823
PIN: 11-314-004
2. OWNER: CONSUMERS CREDIT UNION, 1200 ELM VALLEY DRIVE, KALAMAZOO, MI 49004
3. ARCHITECT: BOSCH ARCHITECTURE, 8065 VINEYARD PKWY, KALAMAZOO, MI 49004 (269) 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 (%):
PVIOUS SURFACE: OPEN: 25.2%, IMPERVIOUS SURFACE: EX: MAX: 82.5%, BULD: 19.4%, PAVEMENT: 55.4%
CU LAND USE PERCENT (%): BUILDING: 5.7%, IMPERVIOUS: 46.9%, OPEN: 47.4%
10. REQUIRED SETBACKS: FRONT: 100' FROM CENTERLINE OF ROAD, FRONT (NORTHWIND): 25' FROM ROW, SIDE: 15' MIN, REAR: 15' MIN.
11. BUILDING TYPE(S): 2153 SF CREDIT UNION
12. MAXIMUM BUILDING HEIGHT: 35' MAXIMUM, 27' ACTUAL
13. REQUIRED PARKING: CREDIT UNION: MINIMUM OF (3) STALLS REQUIRED PER 1000 GFA / MAX OF (4) STALLS REQUIRED PER 1000 GFA; PLUS (B) VEHICLE STACKING SPACE AT ATM AND EACH DRIVE UP WINDOW. CREDIT UNION: 2153 SF / 1000 * 3 = 6 MIN. STALLS SPACES / 2153 SF / 1000 * 4 = 9 MAX. STALLS
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
HOP RESTAURANT: (1) STALL REQUIRED PER 315 USEABLE SF
5435 SF * 80% = 4348 SF
4348 SF / 315 = 16 STALLS REQUIRED
TOTAL REQUIRED PARKING: 411 STALLS MINIMUM / 451 MAXIMUM
336 PROVIDED
14. 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
15. LANDSCAPING: SEE LOOI
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
15123.96 SF OF LANDSCAPED AREA PROVIDED
(2) 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

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 #21-00011 – 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

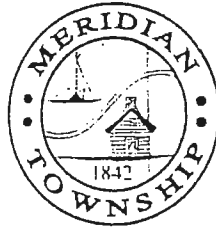
The Planning Commission may recommend approval, approval with conditions, or denial of the proposed special use permit. The Township Board makes a final decision on special use permit requests for buildings over 25,000 square feet. A draft resolution is attached for the Planning Commission's review.

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.

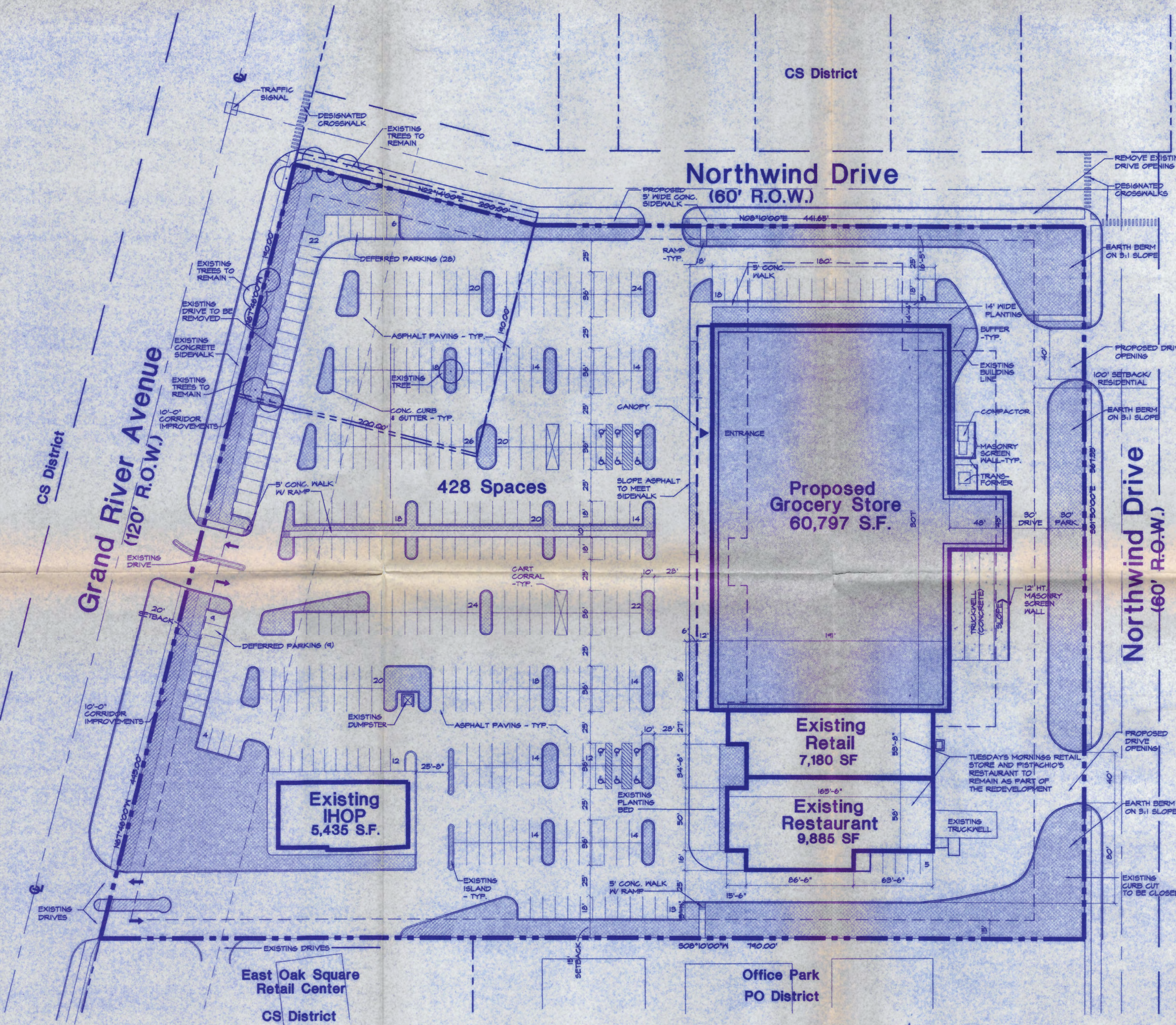
If you have any questions regarding this matter please contact me.

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



Owner/Developer

Farmer Jack
18718 Borman Avenue
Detroit, Michigan 48226
(313) 270-1172

Architect/Planner

Bowers and Rein Associates, Inc.
3415 Research Park Drive, Suite A-4
Ann Arbor, Michigan 48106
Ph: (734) 747-6860
Fax: (734) 747-8570

Civil Engineer

Lady Design Group
3155 Pine Tree Road, Suite C
Lansing, Michigan 48911
Ph: (517) 343-3778
Fax: (517) 343-4450

Site/Building Data

Parcel Size	4.41 Acres
Existing Zoning	CS District
Proposed Zoning	CS District
Existing Use	Commercial/Retail
Proposed Use	Commercial/Retail
Existing Building Area	22,500 SF
Required Front Setback	60,747 SF
Grand River (North)	155'
Northwind Drive (East)	25'
Northwind Drive (South)	25'
Proposed Front Setback	Grand River (North)
Northwind Drive (North)	35'
Northwind Drive (East)	14'
Northwind Drive (South)	60'
Required Side/Rear Setback	West Property Line
West Property Line	15'
Proposed Side/Rear Setback	West Property Line
West Property Line	54'/Rest
Max. Building Height Allowed	55'
Proposed Building Height	55'
Max. Impervious Surface	75% (204,664 S.F.)
Proposed Impervious Surface	82.5% (340,650 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)	60,747 SF
Exist. Building Area (Gross)	17,065 SF
Total	77,812 SF
Required Parking	312 Spaces
Existing IHOP	
1 Space per 375 SF/Leasable Building Area (Gross)	5,435 SF x 80%
Required Parking	116 Spaces
Total Required	426 Spaces
Total Provided	426 Spaces
(Deferred Parking)	37 Spaces

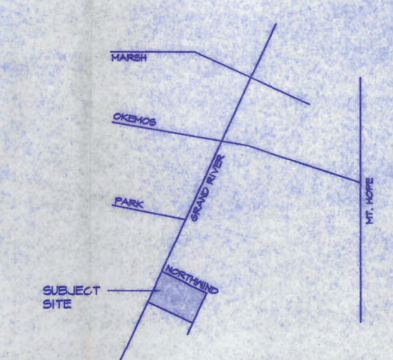
General Notes

- 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 SFI.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. 99-016146)
Commencing at a point on the southerly line of East Grand River Avenue (Old U.S. 16) North 67 degrees 46 minutes West 415.55 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 Avenue (Old U.S. 16) North 67 degrees 46 minutes West 445.00 feet, thence South 08 degrees 10 minutes West, 140.00 feet, thence South 81 degrees 30 minutes East 567.33 feet, thence North 08 degrees 10 minutes East 441.65 feet, thence North 67 degrees 46 minutes West 140.00 feet, thence North 22 degrees 14 minutes East, 200.00 feet to the point of beginning.

(First American Title Insurance Company Commitment No. 99-219005)
Commencing at a point on the southerly line of East Grand River Avenue (Highway U.S. 16) North 67°46' West, 215.55 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'

BOWERS & REIN
ASSOCIATES, INC.

Architecture - Planning
Interior Design
3915 Research Park Drive, Suite 1-4
Ann Arbor, Michigan 48106
Telephone: (734) 747-6860
Facsimile: (734) 747-8570

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

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

APPROVED

**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

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

DRAFT

**November 8, 2021
5151 Marsh Road, Okemos MI 48864-1198
517.349.1232, Virtual Meeting via Zoom**

**PRESENT: Chair Hendrickson, Commissioners McConnell, Cordill, Richards, Trezise,
Blumer, Premoe**

ABSENT: Commissioners Shrewsbury, Snyder

**STAFF: Director of Community Planning & Development Timothy Schmitt,
Information Technology Director Stephen Gebes, Economic Development
Director Clark**

1. CALL MEETING TO ORDER

Chair Hendrickson called the regular meeting to order at 7:02 pm

2. ROLL CALL

Chair Hendrickson called the roll of the board.

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

3. PUBLIC REMARKS

Chair Hendrickson opened public remarks at 7:04 pm.

NONE

Chair Hendrickson closed public remarks at 7:04 pm.

4. APPROVAL OF AGENDA

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

VOICE VOTE: Motion approved unanimously.

5. APPROVAL OF MINUTES

A. October 25, 2021 Regular Meeting Minutes

**Commissioner Premoe moved to approve the minutes of October 11, 2021 Planning
Commission minutes. Seconded by Commissioner Richards.**

VOICE VOTE: Motion approved unanimously.

6. COMMUNICATIONS-NONE

7. PUBLIC HEARINGS-NONE

8. UNFINISHED BUSINESS

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

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

Applicant’s representative Nick Loeks, 8065 Vineyard Pkwy, Kalamazoo MI, further outlined Special Use Permit #21-101 and provided information on changes to the site plan.

Commissioner Richards moved to approve Special Use Permit #21-101. Seconded by Commissioner Premoe.

Commissioner McConnell asked what vehicles are permitted to use the bank drive through.

The applicant replied that any private vehicle under 10 feet would be permitted, including motorcycles.

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

NAYS: None

Motion carried: 7-0

- 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

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

Commissioner Premoe moved to approve Special Use Permit #21-101. Seconded by Commissioner Richards.

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

NAYS: None

Motion carried: 7-0

9. OTHER BUSINESS

- A. 2022 Planning Commission Schedule