



**CHARTER TOWNSHIP OF MERIDIAN  
BUILDING BOARD OF APPEALS HEARING  
AGENDA**

**August 21, 2024  
8:30 a.m.**

**Meridian Municipal Building  
5151 Marsh Road  
Town Hall Room**

**Special Meeting Regarding: 4665 Dobie Rd, Suite 240, In The Wings**

**Note: Request in relation to, The Plan Review determination of applicable use group for compliance with 2015 MBC**

1. Call meeting to order
2. Approval of Agenda
3. Approval of Minutes  
February 7, 2023
4. Hearing- Plan Review for "In The Wings" at 4665 Dobie Rd, Suite 240, determined the correct use group to be an A-1 Assembly Occupancy. The applicant believes that to be incorrect and should be classified as a "B" Business use.
5. Public Remarks
6. Adjournment

CHARTER TOWNSHIP OF MERIDIAN  
PLANNING DIVISION  
5151 MARSH ROAD, OKEMOS, MI 48864  
(517) 853-4560

**BUILDING BOARD OF APPEALS HEARING APPLICATION**

A. Applicant Stan Gill  
Address of Applicant 3694 Cavalier Dr.  
Okemos, MI 48864  
Telephone (Work) 843-640-7263 Telephone (Home) 517-580-3671  
Fax \_\_\_\_\_ Email address: artman1000@gmail.com  
Interest in property (circle one): Owner  **Tenant**  Option  Other

B. Site address/location 4665 Doble Rd Suite 240  
Zoning district C-1 Commercial Parcel number 33-02-02-22-404-010

C. Nature of request (Please check all that apply):  
 Request for variance(s)  
 Request for interpretation of provision(s) of the "Zoning Ordinance" of the Code of Ordinances  
 Review an order, requirements, decision, or a determination of a Township official charged with interpreting or enforcing the provisions of the ~~"Zoning Ordinance"~~ Building Code of the Code of Ordinances

International Property Maintenance Code section(s) N/A

D. Required Supporting Material      Supporting Material if Applicable  
-Property survey all work is interior work      -Architectural sketches  
-Legal description interior work      -Other  
-Proof of property ownership or approval letter from owner no exterior or site work  
-Site plan to scale  
-Written statement, which demonstrates how all the review criteria will be met (See next page) (attached)

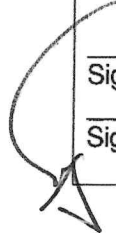
[Signature]      STAN GILL      August 6, 2024  
Signature of Applicant      Print Name      Date

Fee: \$ 250      Received by/Date: 8.06.2024 [Signature]

I (we) hereby grant permission for members of the Charter Township of Meridian Building Board of Appeals, Township staff members and the Township's representatives or experts the right to enter onto the above described property (or as described in the attached information) in my (our) absence for the purposes of gathering information including but not limited to the taking and the use of photographs. (Note to Applicant(s): This is optional and will not affect any decision on your application.)

\_\_\_\_\_  
Signature of Applicant(s)      Date

\_\_\_\_\_  
Signature of Applicant(s)      Date



LANDLORD PERMISSION REQUIRED



DRAFT

**CHARTER TOWNSHIP OF MERIDIAN  
BUILDING BOARD OF APPEALS  
REGULAR MEETING MINUTES**

**February 8, 2023**

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

**517.853.4000, Town Hall Room, 8:30 A.M.**

Present: Chair Potterpin and Member Cawood

Staff: John Heckaman, Building Official, Timothy Schmitt, Director Community Planning and Development, John Pomaville, Plumbing Inspector

Property Owners/Representatives: Casey Thompson, YMCA, Brett Christensen, YMCA, Kimberley Vaughn, YMCA, Matt McGaughey, Mayotte Group Architects

**1. Call meeting to order**

Chair Potterpin called to order the meeting at 8:30 a.m.

**2. Approval of Agenda**

Member Cawood moved to approve the agenda as written.

Seconded by Chair Potterpin.

VOICE VOTE: Motion approved unanimously.

**3. Approval of Minutes**

Member Cawood moved to approve the meeting minutes from June 29, 2020.

Seconded by Chair Potterpin.

VOICE VOTE: Motion approved unanimously.

**4. Hearing**

Public Hearing opened by Chair Potterpin at 8:35 a.m.

Building Official Heckaman provided the background of the case, involving building permit 22-0312 and plumbing permit 22-0330. The YMCA is appealing the decision of the plumbing inspector that requires separate bathroom facilities by gender under the 2018 plumbing code.

Plumbing Inspector Pomaville further explained the situation. Separation is required between bathroom facilities for men and women. In this case, there is a single bathroom with separate 'wings' allowing for one person to supervise all the children at once. The plumbing code requires separation, whereas the child care licensing is silent.

Casey Thompson, YMCA President, discussed the expansion of the child care facility at the Haslett Y. The expansion was for 3 and 4 year old children and this space does not interact with the overall building. Specific to the bathroom, the stalls still exist, but it is designed in such a way to only have one needed supervisor to watch over all the children. Thompson reiterated that these were non school age children.



DRAFT

Matt McGaughey, Mayotte Group Architects, discussed the child care rules and certification, along with the design process that went into the expansion. He reiterated that the facility has all necessary plumbing fixtures throughout; these are in addition to the required ones. Since these bathrooms are limited access for the daycare only, the child care rules should apply. The Township approved the original plans with this design.

Chair Potterpin asked if the bathrooms were open to the public. Thompson clarified that they were not. She further explained the supervision that would occur for the children utilizing the bathroom. McGaughey further clarified that the fixtures in the bathroom were child sized fixtures.

Member Cawood asked about permanent signage for the bathroom. Thompson stated it would come once the facility was approved for final occupancy. McGaughey further offered that the doors could be locked to further deter non-day care persons from using the bathroom.

Inspector Pomaville asked about other bathrooms on this level. McGaughey walked through the layout of the facility and indicated that there were other bathrooms closer to the group fitness rooms than these bathrooms.

Member Cawood asked how many children would be in the bathroom at any one time. Thompson explained that it was set up for one member of child care staff can supervise multiple children at the same time.

Member Cawood further inquired about the relevant codes and whether this would be legal under the next cycle of codes. Pomaville explained that the 2021 plumbing code had not been adopted, but that the standards would be changing with that code. Pomaville further cited Section 102 of the plumbing code, which indicates that the most specific or restrictive regulation should govern.

Chair Potterpin indicated that he generally supports to the waiver, with locking doors.

**Chair Potterpin moved to approve the waiver for the Haslett YMCA to allow bathrooms without segregation between sexes, as constructed, in the day care expansion, subject to the installation of a locking door on the bathroom and installation of permanent signage indicating the bathroom is for use by day care children only.**

Supported by Member Cawood

MOTION CARRIED: 2-0

Chair Potterpin closed the public hearing at 8:52 a.m.

#### 5. Public Remarks

There were no members of the public present.

#### 6. Adjournment

Chair Potterpin adjourned the meeting at 8:55 a.m.



DRAFT



August 5, 2024

Project: In The Wings  
4665 Dobie Rd. Suite 240  
Okemos, Michigan 48864

Architect's Project No. 24.015

To the Building Board of Review,

This project is being referred to you because we disagree with the plan review that we have received from the township building department. The disagreement centers around what the appropriate use group, from the 2015 Michigan Building Code, should be used.

It is our position that the use group should be group 'B' Business. Section 304.1 of the 2015 MBC identifies *"training and skill development not in a school or academic program"* as appropriate for a class 'B' use. The code goes on to identify examples by saying that ... *"this shall include but not be limited to, tutoring centers, martial arts studios, gymnastics and similar uses regardless of the ages served, and where not classified as a Group A occupancy."* We feel that based on the owner's narrative that their operation fits into this kind of usage very easily.

The building department believes that the space should be classified as an A-1 Assembly occupancy. They take the position that if there is ever a presentation with an audience then the space must be an assembly occupancy and the only assembly occupancy that it can fit into is the A-1 designation. Section 303.2 of the 2015 MBC defines the A-1 classification as *"including assembly spaces, usually with fixed seating, intended for the production and viewing of the performing arts or motion pictures including, but not limited to: motion picture theaters, symphony and concert halls, television and radio studios admitting an audience, theaters."*

The following text is copied from the 2015 building code commentary which attempts to explain and clarify sections of the code.

*"Some of the characteristics of Group A-1 occupancies are large, concentrated occupant loads, low lighting levels, above-normal sound levels and a moderate fuel load.*

*Group A-1 is characterized by two basic types of activities. The first type is one in which the facility is occupied for the production and viewing of theatrical or operatic performances. Facilities of this type ordinarily have fixed seating; a permanent raised stage; a proscenium wall and curtain; fixed or portable scenery drops; lighting devices; dressing rooms; mechanical appliances; or other theatrical accessories and equipment.*

*The second type is one in which the structure is primarily occupied for the viewing of motion pictures. Facilities of this type ordinarily have fixed seating, no stage, a viewing screen, motion picture projection booths and equipment.*

*Group A-1 presents a significant potential life safety hazard because of the large occupant loads and the concentration of people within confined spaces. The means of egress is an important factor in the design of such facilities. Theaters for the performing arts that require stages are considered particularly hazardous because of the amount of combustibles such as curtains, drops, scenery, construction materials and other accessories normally associated with stage operation. As such, special protection requirements applicable to stages and platforms are provided in Section 410."*

The reference to section 410 above deals with the requirements for raised, permanent stages with proscenium walls and curtains that require fire ratings between the stage and seating; fire ratings between the stage/proscenium and the dressing rooms and exiting directly to the exterior from the stage, among other items.

Group A-1 occupancy also requires a fire sprinkler system and fire alarm system, neither of which is existing in the building currently.

There have been two review letters sent out from the building department which are attached to this application. Many of items in the two letters have been resolved, however, requiring the building to be a group A-1 is unacceptable, and unachievable for both the building owner and the owner of In The Wings.

Per the narrative from the owner of In The Wings, their business is instructing students in the workings and experience of acting, writing, performing, and producing plays. Clearly this is not a Wharton Center type operation or a movie theater with multiple shows per day. This is a small, teaching workshop.

Should you have any further questions please let me know.

Thank you.

Russell L. Peabody, NCARB  
President



SP Investments LLC  
4665 Dobie Road, Suite 130  
Okemos, MI 48864

August 1, 2024

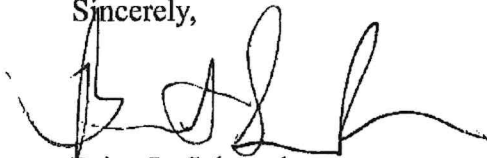
Charter Township of Meridian  
Board of Appeals  
5151 Marsh Road  
Okemos, MI 48864

To Whom It May Concern,

As owner/partner of SP Investments LLC, I approve "In The Wings" appeal of the Building Department's interpretation of the Building Code for the property located at 4655 Dobie Road, Suite 240, Okemos.

Parcel #: 33-02-02-22-404-010

Sincerely,



Brian L. Schroeder



This proposal is for the use of 4665 Dobie Rd, Suite 240 as a studio in which will be held courses for all ages; camps for children during school breaks, events for teens, rehearsals & a base for our very popular Outreach Program. The natural extension of this instruction will be show cases, presentations & open houses. This studio will be a professional company of Directors, Actors, Musicians, Producers, Writers, Technicians and Interns. \*

### **ALTERATIONS TO THE SPACE**

1. The three walls dividing the 24' x 35' space will be removed, returning it to its original multi-purpose room status.
2. Amperage will be added to the breaker system to allow for additional lighting.
3. Black-out curtains will go over the windows in the main room.
4. A movable dance floor will cover portions of the carpet for specific uses.
5. Exit signs and emergency lights will be added.
6. A rough estimate of 60 stackable chairs will be onsite to be utilized in flexible arrangements during events.

### **DAY TO DAY STUDIO USAGE** [ *This will include, but not be limited to:* ]

- An office will be maintained during business hours, either in person or remotely. This will be manned typically by one to three persons, depending upon time of year and number of activities.

- 90% of the usage of this space will be when the rest of the complex is closed, and the parking lot is empty. Nights... mostly Fridays & Saturdays, and an occasional Thursday evening and Saturday and/or Sunday afternoon. Approximately 7 weekends per season.

- Classes for children will begin after school hours during the school calendar. They will run from 4:00pm to 6:30pm on weekdays, and on Saturdays from 9:00am to noon. These will be eight to ten week classes in Acting, Dance, Music, Stage Make-up, etc. They run through the school year from September to June. The classes will often take the form of rehearsals, the results of which will be an open house for friends and family at the end of each session.

- Camps for children will be held during school Winter Break, Spring Break and all during Summer Vacation. They will run from 9:00am to 4:00pm on weekdays. These will be one week or two week sessions, depending upon the length of the particular school break. The camps will often take the form of rehearsals, the results of which will be an open house for friends and family at the end of each session.

- Courses for adults will begin at 7:00pm and will run until 9:30pm. These will run year round, and usually be a five to six week session. The courses will often take the form of rehearsals, the results of which will be a showcase open to the public.

- A 24-hour Play Festival for teens, likely two or three per year. Teenagers, with professional supervision, write, direct and perform their own 15 minute productions in a 24-hour period, the result of which will be a final presentation.

- The Studio will be the base of operations for an Outreach Program that will supply traveling productions to schools, hospitals, shelters, senior centers and libraries. These productions will often be well-known comedies, dramas and classic tales, and also be workshopped or showcased a few times yearly for the public in the studio .

***\* In The Wings is a non-profit Arts organization based in Meridian Township. Its purpose is to bring a high standard of professionalism to the community, by instruction in Music, Dance, Drama and Art. It is a non-profit [ 501 (c) 3 available on request ] regional company acting as a forum for The Performing Arts of all sorts for the community at large.***



Meridian Township  
151 Marsh Road  
Okemos, MI 48864

517.853.4000  
517.853.4096

June 12, 2024

Mr. Russell Peabody, Architect  
Peabody Group

RE: 4655 Dobie  
Okemos, MI 48814  
Performance Studio  
Permit # PB24-0424

**Township Board:**

Patricia Herring Jackson  
Township Supervisor

Leborah Guthrie  
Township Clerk

Phil Deschaine  
Township Treasurer

Cott Hendrickson  
Township Trustee

Cathy Ann Sundland  
Township Trustee

Larna Wilson  
Township Trustee

Peter Trezise  
Township Trustee

Timothy R. Schmitt, ICP  
Interim Township Manager

Dear Mr. Peabody:

Your plans have been received. However, the plans are insufficient to initiate a building code review. The following is the minimum information, but not all inclusive, needed to perform the building code plan review.

1. Show the "B" use areas within the tenant space. Section 304
2. Square footage of entire building and area limit calculation based on use Section 505
3. Fire suppression status Section 903
4. Fire alarm status Section 907
5. Two remote exits from performance areas Section 1007
6. Lobby square footage Section 107
7. Occupant load of lobby/including holding area for the next performance Section 1029.4
8. Separation or nonseparated between tenant spaces Section 508
9. Use of each space in proposed tenant space Section 107
10. Emergency egress lighting for entire space Section 1008
11. Directional exits lights Section 1013
12. Egress paths and travel distances to exits Section 1017
13. Any exit passageways and fire ratings Section 1024
14. Restroom number based on plumbing code occupant load and use
15. Exit capacity of all exits to be shared by the proposed tenant and other occupants Section 1005.3.1, 1005.3.2.
16. Exit convergence 1005.6 Section
17. Layout of assembly seating Section 1004.1.2 & Section 1029
18. Dressing room separation Section 410.5

Please submit three hard copies and an electronic copy of revised plans to address the above issues.



Best regards,

*John Hines*

John Hines

Senior Building Inspector

cc: Tim Schmitt, Director, Interim Township Manager  
Amber Clark, Economic Development Director  
John Heckaman, Building Official  
Tavis Millerov, Fire Marshal  
Ron Rau, Senior Building Inspector

July 3, 2024

Mr. John Hines  
Senior Building Inspector  
5151 Marsh Rd  
Okemos, Michigan 48864

Project: PB24-0424  
Performance Studio  
4665 Dobie Rd Suite 240  
Okemos, Meridian Twp, Michigan

Architect's Job Number 24.015

John,

Following are our responses to your email comments of June 12, 2024. The numbering of the responses corresponds to the numbering of your comments.

1. The entire suite is a "B" use group per section 304 2015 MBC "training and skill development not in a school or academic program". Please see tenant's narrative of operations for an explanation of uses in the space. I have included a copy of the narrative for your review.
2. The area of the entire building has been added to the drawings along with the area limit calculations.
3. There is no fire suppression system in the building.
4. There is no fire alarm system in the building.
5. Two exits are provided from the instruction and performance space, and they are 19'-9" apart. This is approximately 24" short of the code requirement in section 1008 2015 MBC. The existing space presents some practical difficulties in achieving the full distance without major renovation to the space.
6. The lobby area has been added to the drawing.
7. The occupant load for the lobby has been added to the drawing. There is no holding area for the next performance as this is not a conventional theater scenario. Please see tenant's narrative of operations for an explanation of uses in the space.
8. The building is a non-separated use structure per Section 508 2015 MBC.
9. The use of each room in the tenant suite is shown on the drawings.
10. Emergency egress lighting is shown on the drawing.
11. Directional egress lights are shown on the drawing.
12. Egress paths and travel distances have been added to the drawing.
13. The corridor outside the performance area has 2x4 walls with drywall on both sides that extend to the underside of the roof trusses above. They would conform to fire rated partitions per section 1020 2015 MBC for corridors and UL number U305.
14. Plumbing fixture calculation has been added to the drawing.
15. Exit capacity of exits has been added to the drawing.
16. Egress convergence per section 1005.6 2015 MBC has to do with multi stories and this is a single story building.
17. The layout of seating is shown on the drawing. It shall be noted that there are no fixed seats in the studio. They are all moveable chairs.
18. There are two rooms that are going to be used as dressing rooms. This space does not have a stage or proscenium per section 410.5 2015 MBC and therefore, the dressing rooms are not separated from other spaces by fire rated partitions. Please see tenant's narrative of operations for an explanation of uses in the space.

If there is anything else that you need, or if you have any questions, please let me know.

Sincerely,  
THE PEABODY GROUP

Russell L. Peabody, NCARB  
President





Meridian Township  
151 Marsh Road  
Okemos, MI 48864

517.853.4000  
517.853.4096

July 11, 2024

The Peabody Group  
782 E Columbia St.  
Suite 2  
Mason MI, 48854

Township Board:

Patricia Herring  
Jackson  
Township Supervisor

Leborah Guthrie  
Township Clerk

Phil Deschaine  
Township Treasurer

Cott Hendrickson  
Township Trustee

Cathy Ann Sundland  
Township Trustee

Larna Wilson  
Township Trustee

Peter Trezise  
Township Trustee

Timothy R. Schmitt,  
JCP  
Interim Township  
Manager

Re: Performance Studio  
4655 Dobie  
Meridian Township, MI

Dear Mr. Peabody;

I have reviewed your revised plans and the tenant's narrative for this project. Our office does not concur with your analysis of the use of the building. The 2015 Michigan Building Code does not give any exceptions on how often or how infrequent the use of an assembly classification to offer any exemptions for that use; even if the majority of use will be Business.

Therefore, the building has to be reviewed with the most stringent requirements for code compliance. This would include the area limitation based on the whole build as an assembly use since you indicated the building is an unseparated use between tenants. Issues that have come to our attention, but not all inclusive, are the following:

- Area limitations based on A-1 use for entire building Section 506
- Corridor fire ratings over 30 people, which also cannot be used as a plenum Table 1020.1
- Rated openings in rated corridors Section 716
- Rated dressing room separations based on the code defined "stage" Section 410.5
- Identification, construction and securement of the movable studio flats Section 410.3.6
- Fire suppression system of the A-1 fire area Section 902.2.1.1
- Fire alarm system for use group A Section 907.2.1
- Foyer and lobby requirements when seats are not available Section 1029.4
- Two remote exits from the performance area (which is not in compliance as shown on the plans) Section 1007
- Door Swing in the direction of egress. Section 1010.1.2.1
- Other issues mentioned in my June 12, 2024 review letter that have not been addressed.

Approval cannot be considered until all of the issues are shown to comply with the Building Code.

Best regards.

John Hines  
Senior Building Inspector



Cc: Tim Schmitt, Interim Township Manager/Director Planning and Development  
John Heckaman, Building Official  
Tavis Millerov, Fire Marshal  
Ron Rau, Senior Building Inspector





Meridian Charter Township  
Community Planning & Development

MONIES RECEIVED

COMPANY NAME: In The Wings - Building Board of Appeals  
NAME: Stan Gill  
ADDRESS: 3694 Cavalier Dr Okemos MI 48864  
REGARDING: 4665 Doble Rd, Suite 240

BUILDING PERMIT FEES

Permit application ..... 101-000.000-451.000 \$ \_\_\_\_\_

COPIES

Maps/ drawings..... 101-000.000-675.000 \$ \_\_\_\_\_

Copy charges ..... 101-000.000-675.000

First Page \$1.00 & Additional Pages @ \$.25 each \$ \_\_\_\_\_

PERFORMANCE GUARANTEE... 101-000.000-283.000 \$ \_\_\_\_\_

PERFORMANCE GUARANTEE

Non-refundable site restoration

for cell towers..... 101-000.000-283.500 \$ \_\_\_\_\_

PLANNING ADMIN FEES .....101-000.000-616.000 \$ 250

PLANNING ESCROW FEES..... 101-000.000-255.000 \$ \_\_\_\_\_

MISC:

LIQUOR LICENSE APPLICATION FEE... 101-000.000-476.500 \$ \_\_\_\_\_

Non-refundable

MARIHUANA APPLICATION FEE.....101-000.000-481.000 \$ \_\_\_\_\_

MOBILE FOOD VEND. UNITS .... 101-000.000-479.500 \$ \_\_\_\_\_

**TOTAL** ..... \$ 250

Treasury Office Received: Initials: AG Date: 8/7/24 Receipt: 248907

UPDATED: 1/24/2024

STAN GILL  
3694 CAVALIER DR  
OKEMOS, MI 48864-3916

2383

19-2/1250 WA  
99838

August 6, 2024  
Date

Pay to the order of

PELDIAN TOWNSHIP

\$ 250<sup>00</sup>

Two Hundred fifty and 00/100

Dollars



BANK OF AMERICA

ACH R/T 125000024

For

APPEAL BOARD

⑆ 125000024⑆ 000084714344⑆ 2383

Harland Clarke

SPACE ODYSSEY

DATE: 08/07/2024

RECEIPT #: 248907

RECEIVED OF: GILL, STAN

CASHIER: AGONZALEZ

TOTAL RECEIVED: 250.00

COMMENTS:

| DESCRIPTION         |                     | AMOUNT |
|---------------------|---------------------|--------|
| 101-000.000-616.000 | PLANNING DEPARTMENT | 250.00 |
| Tendered:           | Checks 2383         | 250.00 |

Signed: \_\_\_\_\_