

**CHARTER TOWNSHIP OF MERIDIAN  
PLANNING COMMISSION  
AGENDA**

**WORK SESSION  
AND  
REGULAR MEETING**

**JUNE 13, 2016**

**Town Hall Room  
Meridian Municipal Building  
5151 Marsh Road, Okemos, MI 48864**

**Work Session Meeting – Administrative Conference Room**

1. Call meeting to order at approximately 6:00 p.m.
2. Approval of agenda
3. Discussion
  - A. Master Plan Update
    - i. Urban Service Boundary
    - ii. Goals and Objectives
4. Public Remarks
5. Adjournment

**Regular Meeting – Town Hall Room**

1. Call meeting to order at approximately 7:00 p.m.
2. Approval of agenda
3. Approval of minutes
  - A. May 23, 2016
4. Public remarks
5. Communications
  - A. Michael Duda RE: Urban Service Boundary
  - B. Ahsan Sumbal RE: 2267 M-78 and 6217 Newton, East Lansing, MI

## Planning Commission Agenda

June 13, 2016

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6. Public Hearings
  - A. Special Use Permit #16061 (Korrey), request to work in the 100-year floodplain of the Pine Lake Drain to construct a sun porch addition at 5520 Okemos Road
7. Unfinished Business
  - A. Rezoning #16020 (PK Housing & Management), request to rezone .75 acre addressed as 1792 Hamilton Road, Okemos, from RC (Multiple Family-14 units per acre) to PO (Professional and Office)
8. Other Business
9. Township Board, Planning Commission officer, committee chair, and staff comment or reports
  - A. New Applications

**None**
  - B. Update of Ongoing Projects
    - i. Site Plans Received - NONE
    - ii. Site Plans Approved - NONE
10. Public Remarks
11. Adjournment

### **Post Script: Richard Honicky**

The Planning Commission's Bylaws state agenda items shall not be introduced for discussion or public hearing that is opened after 10:00 p.m. The chair may approve exceptions when this rule would cause substantial backlog in Commission business (Rule 5.14 Limit on Introduction of Agenda Items).

Persons wishing to appeal a decision of the Planning Commission to the Township Board in the granting of a Special Use Permit must do so within ten (10) days of the decision of the Planning Commission (Sub-section 86-189 of the Zoning Ordinance)

**TENTATIVE  
PLANNING COMMISSION AGENDA**

**Work Session Meeting  
and**

**Regular Meeting  
June 27, 2016**

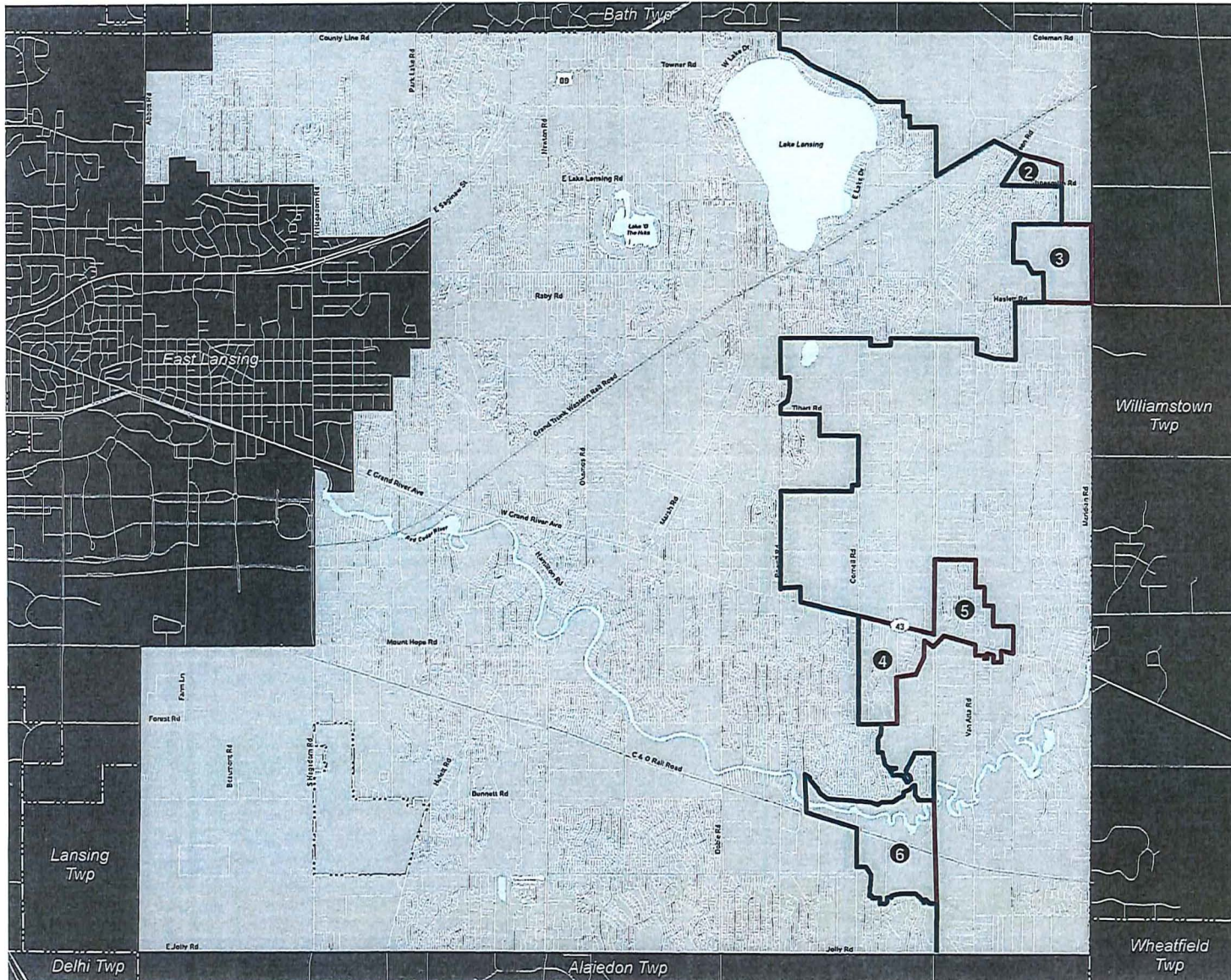
**Town Hall Room  
Meridian Municipal Building  
5151 Marsh Road, Okemos, MI 48864**

**Work Session Meeting**

1. Master Plan Update – McKenna Presentation

**Regular Meeting**

1. Public Hearings
2. Unfinished Business
  - A. Special Use Permit #16061 (Korrey), request to work in the 100-year floodplain of the Pine Lake Drain to construct a sun porch addition at 5520 Okemos Road



**DRAFT**  
**Urban Services District**

Meridian Charter Township  
 Ingham County, Michigan

May 17, 2016

**Legend**

-  Township Board Recommendation
-  Planning Commission Recommendation

0 2,000 4,000 FEET

**Mckenna** ASSOCIATES 

Map Feature Source: Meridian Charter Township, 2016

Memorandum

To: Meridian Township Planning Commission  
Date: May 17, 2016  
From: Brian Keesey, Senior Planner  
Subject: Master Plan – Goals and Objectives

At the Planning Commission meeting on April 21, McKenna engaged Planning Commission and members of the Board of Trustees in a discussion about the Township's Goals and Objectives. The discussion focused on the results of a 2015 Public Input meeting and how the community viewed the Goals and Objectives that were approved by Planning Commission. We are proposing several additional strategies, which are underlined in the following draft.

Additionally, we have identified several recurring priorities for the Township based on the 2015 public input meeting and last month's Planning Commission meeting:

- Maintaining high quality-of-life standards, including preservation of open space, provision of accessible and linked greenbelts, and conserving natural character.
- Encouraging diversity in housing options, including walkable neighborhoods with access to public transportation.
- Providing walkable urban character and complete street concepts where feasible.
- Incorporate the Township's branding efforts into public spaces and provide wayfinding as a means to encourage a sense of place.
- Respecting the urban boundary by encouraging infill development and focusing on redevelopment efforts rather than expansion.

We are proposing that these priorities appear in the Goals and Objectives more prominently so that they are the first items that a reader sees within a Goal or Objective. These changes have been placed in ALL CAPS, and their original locations are ~~struck-out~~. We are also including our notes in the margin relating to the conversations that led to the proposed change.

We look forward to discussing this information with you and incorporating your feedback.

Thank you.

## GOALS, OBJECTIVES AND STRATEGIES

The fundamental statement of community values, the personal values, the values relating to government and the vision for the year 2020 provide the foundation upon which subsequent policy decisions in this Plan rests. To guide the formulation of specific policy decisions, the Planning Commission established a more detailed set of goals and objectives and strategies for pursuing them.

The Planning Commission presents the following set of specific goals, which are derived from the statements of community values (no priority is implied):

*Goal 1:* Preserve and strengthen residential neighborhoods.

*Goal 2:* Preserve open space and natural areas.

*Goal 3:* Enhance the viability of Township businesses.

*Goal 4:* Maintain and expand a diverse park system.

*Goal 5:* Maintain essential public services.

*Goal 6:* Provide and support an efficient, safe, and environmentally sensitive multi-modal transportation network.

*Goal 7:* Promote efficient and sustainable growth principles.

For each of these goals, a series of objectives is stated, and for most of the objectives one or more strategies for achieving this objective are specified.

### GOAL 1: PRESERVE AND STRENGTHEN RESIDENTIAL NEIGHBORHOODS

#### Objective A: Maintain a community of desirable, attractive residential neighborhoods.

##### *Strategies:*

1. ENSURE THAT THE FUTURE LAND USE MAP HAS A RANGE OF RESIDENTIAL DENSITIES WHICH WILL RESULT IN A DIVERSITY OF HOUSING THAT MEETS THE NEEDS OF VARIOUS INCOME LEVELS AND HOUSEHOLD TYPES.
2. Prevent inconsistent uses from encroaching into residential areas.
3. Continue to support the designation and preservation of historic neighborhoods and residences.
4. Designate appropriate neighborhoods as special land use areas and adopt zoning specific to their needs.
5. Encourage cluster developments, mixed use and other compact residential choices closer to shopping, public transit and other services.

~~Ensure that the Future Land Use Map has a range of residential densities which will result in a diversity of housing that meets the needs of various income levels and household types.~~

**Commented [BK1]:** The idea that the Township should provide housing for many types of families was discussed. In particular, the idea that people who grew up in Meridian Township are looking to come back to live was highlighted.

**Objective B: Ensure new residential developments meet high standards of visual attractiveness, health and safety, and environmental sensitivity.**

*Strategies:*

1. Minimize erosion and the intrusion of roads, pathways, houses, and driveways into wetlands and floodplains in residential developments.
2. Continue to require the planting of trees along rights-of-way, and the replacement of trees when they are damaged, destroyed, or diseased.
3. Encourage residential design that enhances use of outdoor areas for recreation, community walkability and integration with public transit.
4. Lay out new residential developments to accommodate public transit, for example, by providing pedestrian connections to bus stops and by designing for curb side bus stops near entrances.
5. In all subdivisions and residential developments, encourage layouts which maintain maximum green space and/or common open space.

**GOAL 2: PRESERVE OPEN SPACE AND NATURAL AREAS**

**Objective A: Adopt policies and programs that maximize the preservation of open spaces, natural areas, other undeveloped areas and agricultural land uses in the Township.**

*Strategies:*

1. CONTINUE TO DEVELOP AND IMPLEMENT TOWNSHIP POLICIES REGARDING THE PROTECTION OF OPEN SPACE LAND AND NATURAL AREAS VIA ZONING, THE PUBLIC PURCHASE OF LAND, CONSERVATION EASEMENTS, DEVELOPMENT RIGHTS AND OTHER APPROPRIATE TECHNIQUES.
2. CONTINUE TO ESTABLISH THE TOWNSHIP'S REPUTATION AS A SUSTAINABLE COMMUNITY THROUGH BRANDING AND OUTREACH EFFORTS.
3. Encourage landowners to donate natural areas or open spaces to the Township, and to place their properties under the protection of the Farmland and Open Space Preservation (Part 361) or the Conservation and Historic Preservation Easement (Part 21) of PA 451 of 1994 Natural Resources and Environmental Protection Act, where appropriate.
4. Encourage landowners to donate land or development rights to non-profit land trusts.
5. Continue to coordinate efforts with the Park Commission to support and promote the preservation of open space and environmentally sensitive lands in the Meridian recreation areas through donations of land with natural, open space and ecological and/or historical significance.
6. Preserve the ecological integrity of the Red Cedar River through zoning, voluntary agreements with landowners, donation of land to the Township, or the purchase of land, scenic easements, and development rights, where appropriate.

Commented [BK2]: Multiple comments were made about the Land Preservation efforts of the Township.

Commented [BK3]: The importance of the branding program was highlighted in discussion, particularly as it relates to parks and greenway connections.

7. ~~Develop a tree preservation ordinance to protect significant mature trees.~~
8. Work with the Park Commission, Department of Public Works and Engineering and the school districts, where appropriate, to encourage developers and builders to maximize the amount of land left in a natural state as common open space.

Commented [BK4]: We found references to tree protection in the Ordinance. Confirmation of completion is requested.

**Objective B: Conserve wetlands, floodplains, and other water retention areas.**

*Strategies:*

1. ~~Identify all wetlands, floodplains, and other water retention areas.~~
2. Continue to communicate and coordinate with the Michigan Department of Environmental Quality on activities affecting lakes, streams, and wetlands.
3. Discourage development within wetlands, floodplains, floodplain fringe areas, and water retention areas.
4. Support the Environmental Commission's educational efforts to minimize infiltration of salt, fertilizer, herbicide, and pesticide.

Commented [BK5]: Confirmation of completion is requested.

**Objective C: Link open spaces and natural areas into a network of continuous greenways throughout the Township.**

*Strategies:*

1. Continue to use the Greenspace Plan as a guide for determining how natural areas can be linked into continuous greenways throughout the Township.
2. Work with the Land Preservation Board and Park Commission to continue the establishment of a continuous greenway along the Red Cedar River through the identification of additional parcels of land which are important to the ecological and visual integrity of the Red Cedar River.
3. Utilize land planning methods, purchases of land and development rights, and plat, site plan, and other review processes to create and maintain continuous greenways.
4. Encourage the Environmental Commission to develop educational programs about the importance of protecting endangered animals and plants, ecosystems and other unique or sensitive natural features.

**Objective D: Protect groundwater recharge areas in the Township.**

*Strategies:*

1. Support regional efforts to protect groundwater recharge areas.
2. Continue to educate citizens about the importance of protecting groundwater recharge areas.
3. Use zoning and other appropriate land management techniques to protect important groundwater recharge areas.



**Objective E: Preserve greenbelts, open spaces and natural areas and create pathways by encouraging the use of planned unit development or other suitable zoning strategies for new residential developments.**

**GOAL 3: ENHANCE THE VIABILITY OF TOWNSHIP BUSINESSES**

**Objective A: Upgrade commercial areas.**

*Strategies:*

1. ~~EVALUATE OPPORTUNITIES FOR WALKABLE URBAN DESIGN IN COMMERCIAL AREAS, INCLUDING WAYFINDING SOLUTIONS THAT IMPROVE USABILITY.~~
2. Participate in regional efforts to redevelop the Grand River corridor, SUCH AS THE GRAND RIVER AVENUE CORRIDOR IMPROVEMENT AUTHORITY, and incorporate results where appropriate.
3. Improve and enhance the Haslett Road commercial area while maintaining its traditional character.
4. ~~Evaluate opportunities for walkable urban design in commercial areas.~~
5. Encourage redevelopment of the downtown Okemos area using the Downtown Development Authority (DDA) Integrated Plan as a guide.
6. Encourage the use of the commercial planned unit development ordinance.
7. Identify specific areas where the form-based code technique may be appropriately applied.

Commented [BK6]: Wayfinding in the commercial corridors can serve as a basis for the branding initiative.

Commented [BK7]: The Grand River Corridor efforts are regionally significant and will play a role in the Township's redevelopment efforts along Grand River Ave.

**Objective B: Develop the Township's commercial core into a viable and vibrant district.**

*Strategies:*

1. Explore the viability of upper floor(s) residences in the commercial core.
2. Continue to engage the public in deciding the direction for development in the commercial core.
3. Explore options for public-private partnerships to revitalize the Township's commercial core.

**Objective C: Improve the attractiveness of the Township's entrances and transportation corridors.**

*Strategies:*

1. Investigate grant-based funding opportunities to improve landscaping along major thoroughfares.
2. Create well-designed entrances along the main roads entering the community.
3. Promote opportunities for public art.

**OBJECTIVE D: Promote economic development.**

*Strategies:*

1. Communicate with and utilize the resources of the Economic Development Corporation, Downtown Development Authority, Meridian Area Business Association, and Meridian Asset Resource Center to encourage economic development.
2. Provide businesses with the information necessary to invest in the community.
3. Continue to adopt Township ordinances and zoning practices to facilitate efficient decision-making and to incorporate greater flexibility where appropriate.

**GOAL 4: MAINTAIN AND EXPAND A DIVERSE PARK SYSTEM**

**Objective A: Continue to expand the Meridian Township park and recreational system to meet the recreational needs of residents into the future.**

*Strategies:*

1. **SUPPORT PEDESTRIAN/BICYCLE PATHWAY LINKAGES TO PARKS AND RECREATION FACILITIES.**
2. **PROVIDE ACCESSIBLE FACILITIES AND LEISURE OPPORTUNITIES FOR PERSONS OF VARIOUS PHYSICAL AND SOCIO-ECONOMIC CAPABILITIES.**
3. **DEVELOP A WAYFINDING PROGRAM TO SUPPORT PARK AND TRAIL CONNECTIVITY AND IMPROVE USABILITY WHILE IMPLEMENTING THE TOWNSHIP BRAND STRATEGY.**
4. Pursue acquisitions that target current and future demands of residents.
5. Employ acquisition strategies that leverage available dollars to secure maximum property for the value.

~~Support Pedestrian/Bicycle Pathway linkages to parks and recreation facilities.~~

~~Provide accessible facilities and leisure opportunities for persons of various physical and socio-economic capabilities.~~

Commented [BK8]: Inclusive recreation opportunities were discussed as one of the highlights of the Township's parks and open spaces.

Commented [BK9]: Branding the Township along trails, paths, and greenways is a good mechanism for branding.

**Objective B: Develop and support Meridian Township park development and recreation programming that is diverse, widely distributed, fiscally responsible, and represents community needs.**

*Strategies:*

1. **PROVIDE RESOURCES TO MAINTAIN AND DEVELOP A DIVERSE PARKS AND RECREATION SYSTEM TO DELIVER A HIGH QUALITY OF LIFE FOR OUR COMMUNITY RESIDENTS AND NECESSARY SUPPORT FOR MAINTENANCE AND OPERATION OF THESE AMENITIES.**
2. Support the Park Commission's continuing efforts to pursue public input in determining park and recreation development needs.

Commented [BK10]: A large number of the participants in the 2015 Input session cited programming and the availability of active recreational opportunities as significant.

3. Utilize cooperative methods of providing recreation facilities by working with local recreation associations, schools, businesses, neighborhood groups and associations to provide diverse recreation programs.
4. Increase coordination between the Township Board, Park Commission and Land Preservation Advisory Board to maximize the potential benefits and enhance stewardship of open space, natural areas and park lands.
5. Encourage developers to incorporate parks and recreation amenities in new developments to complement the efforts of the Park Commission.
6. Continue to promote fiscal responsibility through partnerships and collaborative opportunities, grant support, sponsorships and donations, and encouraging volunteerism.

~~Provide resources to maintain and develop a diverse parks and recreation system to deliver a high quality of life for our community residents and necessary support for maintenance and operation of these amenities.~~

#### **GOAL 5: MAINTAIN ESSENTIAL PUBLIC SERVICES**

**Objective A: Ensure that any future growth is consistent with the Township's present or planned capacity for sewage treatment, public water, and other utility systems.**

*Strategies:*

1. Focus growth into an urban services district to ensure efficient and fiscally responsible use of public services.
2. Routinely assess the demands on the utility systems from developments to determine available capacity for future development based on demographics.
3. Routinely inventory water, sewer and other utility systems capacity.
4. Maintain and upgrade the infrastructure (water, sewers, roads, community facilities) of the Township through the Capital Improvements Program's systematic scheduling of infrastructure construction, maintenance, and renovation.
5. Continue to use Special Assessment Districts to finance infrastructure projects.
6. Incorporate appropriate recommendations from Tri-County Regional Planning Commission's Wellhead Protection Audit for regional best practices to protect the public water supply.

**Objective B: Maintain police, fire, and ambulance service to all areas of the community.**

**Objective C: Maintain quality library service for the community.**

**Objective D: Use land use policies to assist the public school districts which are a valued community asset that makes Meridian Township a unique and desirable place to live.**

*Strategies:*

1. Continue and/or initiate land use policies that attract families with students.
2. Support the Park Commission's agreement with the School Districts to coordinate park facilities and programs.
3. Support street and pathway improvements that provide safe access routes for school children.

**Objective E: Promote cooperation between adjoining communities, school districts, and appropriate agencies.**

**GOAL 6: PROVIDE AND SUPPORT AN EFFICIENT, SAFE, AND ENVIRONMENTALLY SENSITIVE MULTI-MODAL TRANSPORTATION NETWORK**

**OBJECTIVE A: DEVELOP A COMPLETE STREETS POLICY FOR ALL USERS OF TOWNSHIP ROADS.**

*Strategies:*

1. Define a vision for a Complete Streets program.
2. Review current policies to identify inconsistencies and impediments to implementing a Complete Streets policy.
3. Conduct planning, regulatory and physical audits of current street designs as needed and financially feasible.
4. Coordinate the Pedestrian-Bicycle Pathway Plan with Safe Routes to School policies and other Township plans.
5. Share the Township's vision and work with transportation and road authorities.

**OBJECTIVE B: EXPAND AND IMPROVE THE PEDESTRIAN/BICYCLE PATHWAY PLAN.**

*Strategies:*

1. **COORDINATE THE PEDESTRIAN/BICYCLE PATHWAY PLAN WITH PARKS, SCHOOLS, PRESERVES, GREENSPACE PLAN, NEIGHBORHOODS, AND OTHER DESTINATIONS.**
2. Continue to implement the requirement for sidewalks as determined necessary.
3. Continue to implement the pedestrian/bicycle pathway system through site plan review.

Commented [BK11]: Active recreation is a highlight from the 2015 Input session.

4. Continue to support the pedestrian/bicycle pathway millage for construction and maintenance of the Township's pedestrian/bicycle pathway system.
5. Investigate alternative surfacing materials to reduce the amount of impervious surface materials used in the construction of the pedestrian/bicycle system.
6. Continue to investigate strategies for safe and efficient travel for bicyclists and pedestrians.

Coordinate the Pedestrian/Bicycle Pathway Plan with parks, schools, preserves, Greenspace Plan, neighborhoods, and other destinations.

**OBJECTIVE C: ENCOURAGE THE USE OF PUBLIC TRANSPORTATION.**

*Strategies:*

1. **INSTITUTE DESIGN STANDARDS FOR SITE PLAN REVIEW TO ENSURE PUBLIC TRANSPORTATION ACCESS TO ALL SEGMENTS OF THE POPULATION BUT PARTICULARLY THOSE WITH PHYSICAL DISABILITIES AND THOSE SEEKING A WALKABLE NEIGHBORHOOD.**
2. Encourage and promote public transportation service to any new developments and in conjunction with redevelopment via site plan review.
3. ~~Institute design standards for site plan review to ensure public transportation access to all segments of the population but particularly those with physical disabilities.~~

Commented [BK12]: Members of the Planning Commission and Board discussed access to public transportation throughout April's work session. The walkable neighborhood reference comes from McKenna's Target Housing Analysis.

**Objective C: Develop a Complete Streets policy for all users of Township roads.**

*Strategies:*

1. ~~Define a vision for a Complete Streets program.~~
2. ~~Review current policies to identify inconsistencies and impediments to implementing a Complete Streets policy.~~
3. ~~Conduct planning, regulatory and physical audits of current street designs as needed and financially feasible.~~
4. ~~Coordinate the Pedestrian Bicycle Pathway Plan with Safe Routes to School policies and other Township plans.~~
5. ~~Share the Township's vision and work with transportation and road authorities.~~

**Objective D: Evaluate the existing transportation network and identify problems, including traffic congestion, safety, environment, and aesthetics, which can be solved at acceptable cost.**

*Strategies:*

1. Cooperate with county, regional and state entities to develop strategies to improve traffic flow.
2. Consider zoning and other design strategies such as Complete Streets as effective means of ensuring safe and efficient travel for all modes of transportation.

**Objective D: Expand and improve the Pedestrian/Bicycle Pathway Plan.**

*Strategies:*

- ~~1. Coordinate the Pedestrian/Bicycle Pathway Plan with parks, schools, preserves, Greenspace Plan, neighborhoods, and other destinations.~~
- ~~2. Continue to implement the requirement for sidewalks as determined necessary.~~
- ~~3. Continue to implement the pedestrian/bicycle pathway system through site plan review.~~
- ~~4. Continue to support the pedestrian/bicycle pathway millage for construction and maintenance of the Township's pedestrian/bicycle pathway system.~~
- ~~5. Investigate alternative surfacing materials to reduce the amount of impervious surface materials used in the construction of the pedestrian/bicycle system.~~
- ~~6. Continue to investigate strategies for safe and efficient travel for bicyclists and pedestrians.~~

**Objective E: Maintain local roads.**

*Strategies:*

1. Support improvements to local streets when a special assessment district request has been received from local residents.
2. Review reconstruction and expansion of local non-subdivision streets through the Capital Improvements Program process when 50 percent of the improvement's funding will be paid for by the Township or its residents through special assessment districts.

**Objective E: Encourage the use of public transportation.**

*Strategies:*

- ~~1. Institute design standards for site plan review to ensure public transportation access to all segments of the population but particularly those with physical disabilities.~~
- ~~2. Encourage and promote public transportation service to any new developments and in conjunction with redevelopment via site plan review.~~

**Objective F: Coordinate Meridian Township's transportation planning with regional planning efforts administered by the Tri-County Regional Planning Commission and recorded in the 2035 Regional Transportation Plan.**

*Strategies:*

1. Coordinate transportation planning and road improvements for all non-local streets with the region's long range plan.
2. Advocate and promote the Township's needs and interests in transportation improvements with transportation and road authorities.

**GOAL 7: PROMOTE EFFICIENT AND SUSTAINABLE GROWTH PRACTICES  
OBJECTIVE A: DEFINE AN URBAN SERVICES DISTRICT TO PROMOTE  
WALKABLE COMMUNITY DEVELOPMENT AND DYNAMIC COMMUNITY  
IMPROVEMENT THROUGH REDEVELOPMENT.**

*Strategies:*

1. Promote land use policies that emphasize compact INFILL development.
2. Investigate opportunities to maximize the use of existing infrastructure through INFILL development and redevelopment within the urban services district.
3. Investigate additional strategies to provide incentives for INFILL development and redevelopment within the urban services district.

**Objective B: Implement sustainable energy and environmental practices throughout the Township utilizing the most current best practices**

*Strategies:*

1. ~~ESTABLISH ORDINANCES PROVIDING INCENTIVES FOR DEVELOPMENT THAT EMPHASIZE REDEVELOPMENT, INFILL DEVELOPMENT, ALTERNATIVE ENERGY, AND BUILDING MATERIAL REUSE.~~
2. ~~ENCOURAGE THE USE OF ALTERNATIVE ENERGY THROUGHOUT THE TOWNSHIP.~~
3. Budget funds to have Township buildings assessed for energy efficiency a minimum of once every five years.
4. For Meridian Township procurement purposes, when equivalent products or services are available, preference should be given to the more sustainable services or products.
5. Encourage electric car charging stations.
6. Establish a minimum level of LEED certification or the equivalent for all projects undertaken by the Township.  
  
~~Establish ordinances providing incentives for development that emphasize redevelopment, infill development, alternative energy, and building material reuse.~~
7. Increase the use of alternative transportation modes for commuting and recreation by encouraging the use of mixed use planned unit developments and implementing the Greenway Plan.
8. Explore methods through ordinances or by providing incentives for existing businesses to upgrade their parking lots and landscaping to increase tree cover and shade to be energy efficient and environmentally friendly.
9. Explore incentives for new or redeveloped projects to be LEED certified or equivalent.
10. Work with developers to consider alternative energy in site plan and construction of new development

Commented [BK13]: References to maintaining the open space, by way of infill development focused on walkable communities.

Commented [BK14]: Multiple references and discussion items from the 2015 input meeting revolved around the Township being a leader in sustainability.

Encourage the use of alternative energy throughout the township.

**Objective C: Develop Township policies to balance and manage growth.**

*Strategies:*

1. Integrate information technology including geographic information systems to facilitate continuous improvement of the Master Plan.
2. Use the Self-Assessment of Sustainability Toolkit as a guide to evaluate growth in the Township.

**Objective D: Maintain open spaces and natural features in suburban and rural areas of the Township.**

*Strategies:*

1. Continue to develop zoning standards and Township policies.
2. Continue to encourage and support voluntary citizen land conservancy efforts which maintain the Township's open spaces, natural features, and rural areas.

**~~Objective D: Define an urban services district to promote walkable community development and dynamic community improvement through redevelopment.~~**

*Strategies:*

- ~~1. Promote land use policies that emphasize compact infill development.~~
- ~~2. Investigate opportunities to maximize the use of existing infrastructure through development and redevelopment within the urban services district.~~
- ~~3. Investigate additional strategies to provide incentives for development and redevelopment within the urban services district.~~

**Objective E: Encourage development in Meridian Township that leads to sustainable land use.**

*Strategies:*

1. Engage all stakeholders to study new techniques for the control and management of development.
2. Review the legality and suitability of these techniques for Meridian Township.

**Objective F: Prepare and implement a redevelopment strategy**

*Strategies:*

1. Eliminate inflexible or obsolete zoning regulations.
2. Identify priority redevelopment sites.
3. Expand public participation.



4. Prepare annual reports to the Township Board reporting progress towards the stated benchmarks and recommending any needed changes.

CHARTER TOWNSHIP OF MERIDIAN  
PLANNING COMMISSION  
REGULAR MEETING MINUTES  
May 23, 2016

**DRAFT**

5151 Marsh Road, Okemos, MI 48864-1198  
853-4000, Town Hall Room, 7:00 P.M.

PRESENT: Commissioners Cordill, DeGroff, Honicky, Ianni, Jackson, Opsommer, Scott-Craig,  
Tenaglia, Van Coevering  
ABSENT: None  
STAFF: Principal Planner Oranchak

**1. Call meeting to order**

Chair Scott-Craig called the regular meeting to order at 7:55 P.M.

**2. Approval of agenda**

Commissioner Cordill moved to approve the agenda. Seconded by Commissioner DeGroff.

VOICE VOTE: Motion carried unanimously.

**3. Approval of Minutes**

Commissioner Opsommer moved to approve the Regular Meeting Minutes of April 25, 2016.  
Seconded by Commissioner Tenaglia.

VOICE VOTE: Motion carried unanimously.

**4. Public Remarks**

Chair Scott-Craig opened and closed the floor for public remarks.

**5. Communications**

A. Dan and Elizabeth Putnam, 1750 Hamilton Road, Okemos; RE: Support for Rezoning #16020 (PK  
Housing & Management)

**6. Public hearings**

A. Rezoning #16020 (PK Housing & Management), request to rezone .75 acre addressed as 1792  
Hamilton Road, Okemos, from RC (Multiple Family-14 units per acre) to PO (Professional and  
Office)

Chair Scott-Craig opened the public hearing at 7:57 P.M.

- Introduction by the Chair (announcement of procedures, time limits and protocols for public participation and applicants)
- Summary of subject matter  
Principal Planner Oranchak summarized the rezoning request as outlined in staff memorandum dated May 19, 2016.
- Applicant

Chris Potterpin, representative for PK Housing & Management, 1784 Hamilton Road, Okemos, stated the applicant is seeking this rezoning in order to expand its current headquarters located on adjacent land to the subject site. He indicated the company has the property at 1792 Hamilton Road under contract pending approval of this rezoning request. Mr. Potterpin noted it is the company's desire to increase space to allow for needed new hires.

- Planning Commission discussion:  
Commissioner Cordill inquired if it was the applicant's intent to demolish the house.

Mr. Potterpin replied in the affirmative, adding they plan to then construct an addition to the existing building.

Commissioner Cordill noted she has seen sites where two houses have been joined together in order to maintain the residential character of an established neighborhood.

Commissioner Ianni asked if the RAA zoned property to the south noted in the staff report is the parcel located across the street on Hamilton Road.

Principal Planner Oranchak responded in the affirmative.

Commissioner Ianni noted the RAA parcel is on the south end of the road so there is a buffer of the road in between. He believed the property on the north side of Hamilton Road looks more like professional office or commercial types of development and would have a buffer of road between the office space and the residential use. Commissioner Ianni believed the request is consistent with what is already in the neighborhood.

Commissioner Honicky suggested the character of the residential area be preserved by retaining the large trees located in the front and several trees on the rear of the property.

Mr. Potterpin noted the applicant made <sup>an</sup> effort with the current building to keep it in context with the neighborhood feel.

Chair Scott-Craig inquired if there were any issues with the drain which runs between the property which houses PK Management and the subject site. He noted there are issues with the wetlands at the back of the property.

Mr. Potterpin replied the drain is further to the east and the applicant installed the culvert and dug a ditch and retention pond when they modified the property at 1802 Hamilton Road. He added the applicant intends to maintain the wetlands, which have grown since the last survey and a significant portion of the property. Mr. Potterpin added the wetland growth was the reason why they wanted to combine the buildings in an effort to maximize the space without disturbing much of the site.

Chair Scott-Craig reaffirmed the applicant's general plan for expansion is to demolish the house located on the property addressed as 1792 Hamilton Road and extend their current building farther to the west.

Mr. Potterpin explained PK Management has not yet spent much money on architectural drawings, but the most likely current plan is to demolish the house.

**It was the consensus of the Planning Commission to recommend the rezoning at its June 13, 2016 meeting.**

Chair Scott-Craig closed the public hearing at 8:12 P.M.

**7. Unfinished Business (None)**

**8. Other Business (None)**

**9. Township Board, Planning Commission officer, committee chair, and staff comment or reports**  
Commissioner Tenaglia reported her attendance at the last Economic Development Corporation (EDC) meeting and will provide an extensive summary at the next Planning Commission meeting.

Commissioner DeGroff reported his attendance at the last Downtown Development Authority (DDA) Meeting where discussion continued regarding parking in downtown and looking at the downtown Okemos area on a street-by-street basis in an attempt to revitalize the area.

Commissioner Opsommer reported his attendance at the May 4<sup>th</sup> Environmental Commission meeting and provided a comprehensive review of items and issues discussed.

A. New Applications

None

B. Update of Ongoing Projects

i. Site Plans Received - NONE

ii. Site Plans Approved - NONE

**10. Public remarks**

Chair Scott-Craig opened public remarks.

Bill McConnell, 4376 Manitou, Okemos, spoke to outreach to the developer community in formulating the Master Plan discussed during the Master Plan Review session prior to this meeting. He inquired of the applicant as to who he believed he would be able to recruit, which of the 39 demographic types presented by the consultant the applicant thought they would "get" and where the applicant believed those identified demographics would want to live. Mr. McConnell suggested asking these questions to applicants who plan to build apartments or expand their businesses as they have already performed this research.

Chair Scott-Craig closed public remarks.

**11. Adjournment**

Chair Scott-Craig adjourned the regular meeting at 8:18 P.M.

Respectfully Submitted,

Sandra K. Otto  
Recording Secretary

**Gail Oranchak**

---

**From:** MIKE DUDA <dudamc@haslett.k12.mi.us>  
**Sent:** Monday, May 23, 2016 5:03 PM  
**To:** Gail Oranchak  
**Subject:** Fwd: Urban Service Boundry

----- Forwarded message -----

**From:** MIKE DUDA <dudamc@haslett.k12.mi.us>  
**Date:** Mon, May 23, 2016 at 9:39 AM  
**Subject:** Urban Service Boundry  
**To:** [Kieselbach@meridian.mi.us](mailto:Kieselbach@meridian.mi.us)  
**Cc:** "COOK, STEVEN" <cooksl@haslett.k12.mi.us>, Kristin Beltzer <kbeltzer@lansingchamber.org>

To Whom It May Concern,

It is my understanding that the Planning Commission will be discussing the urban service boundary this evening at their meeting.

I am writing to express the following concerns:

It appears that the only housing type allowed under the USB plan is low density rural housing/one house per acre.

Housing of higher density is considered more desirable by the district as it will bring more children to our schools.

Additional family housing will help our school district sustain for the future.

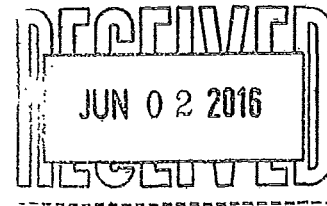
Finally, the Haslett Preserve has been left out of the Planning Commissions line. It has been included in the board's line. Under the Planning Commission's line there will be no way to build that development at that density without the sewer system being expanded to the property.

Thank you for your consideration.

Sincerely  
Michael Duda / Superintendent Haslett Public Schools

*STATEMENT OF CONFIDENTIALITY: This is a transmission from Haslett Public Schools and the information contained is intended only for the person or entity to which it is addressed. If you are not the addressee, please note that any disclosure, copying, distribution, or use of the contents of this message is prohibited.*

June 2, 2016



Charter Township of Meridian

Ahsan & Iffat Sumbal

900 Gulick Road

Haslett Michigan 48840

Re: Rezoning of our property

2267 M-78, East Lansing, Michigan 48823

6217 Newton, East Lansing, Michigan 48823

We are requesting the township to rezone the balance of our land of 7 acres at 2267 BL-69, and 6217 Newton Road from PO (professional office) and RD (Multiple Family-low density) and RA (Single Family-Medium density) to C-2 (Commercial).

We are requesting this change after hearing from our only neighbor Mr. Lee Hammond of Hammond Farms Landscape store and the Meridian Township Board who stated very strongly that they want and feel the best use of our property would be Commercial use. We Are In agreement with our neighbor and the Meridian Township Board, that the best use of our property would be commercial because of the location on a major highway and all of the new commercial development that is taking place on this highway and the surrounding area.

Sincerely,

  
Ahsan Sumbal

**Special Use Permit #16061  
(Korrey)  
June 8, 2016**

**APPLICANT:** Dan Korrey  
4326 W. Saginaw St  
Lansing, MI 48917

**STATUS OF APPLICANT:** Contractor

**REQUEST:** SUP to place 9 (nine) cubic feet of fill in the 100-year floodplain of the Pine Lake (Outlet) Drain.

**CURRENT ZONING:** RR (Rural Residential).

**LOCATION:** 5520 Okemos Rd, Okemos

**AREA OF SUBJECT SITE:** Nine (9) sq. ft. impacted.

**EXISTING LAND USE:** Single Family Residential

**EXISTING LAND USES IN AREA:**  
N: Undeveloped  
S: Single Family Residential  
E: Undeveloped  
W: Undeveloped

**CURRENT ZONING IN AREA:**  
N: RR (Rural Residential)  
S: RR (Rural Residential)  
E: RAA (One Family-Low Density)  
W: RR (Rural Residential)

**FUTURE LAND USE DESIGNATION:** Residential 1.25-3.5 du/acre

**FUTURE LAND USE MAP:**  
N: Residential 1.25-3.5 du/acre  
S: Residential 1.25-3.5 du/acre  
E: Residential 1.25-3.5 du/acre  
W: Institutional



CHARTER TOWNSHIP OF MERIDIAN

MEMORANDUM

TO: Planning Commission

FROM:

Harmony Gmazel  
Harmony Gmazel, AICP  
Associate Planner

DATE: June 8, 2016

RE: Special Use Permit #16061 (Korrey), to work within the 100-year floodplain of the Pine Lake (Outlet) Drain associated with the addition of a sun porch to a single family home.

Dan Korrey is applying for an after-the-fact Special Use Permit for work in the floodplain to construct a sunroom built on top of an existing deck at 5520 Okemos Rd. The site is located in Section 9 of the Township. No building permits are on record to provide us with details on when the construction of the deck originally occurred.

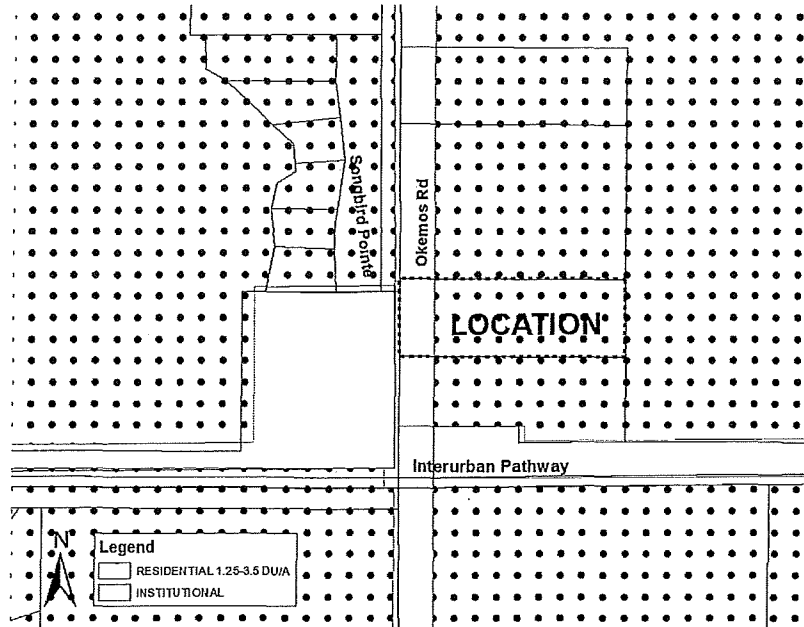
LOCATION MAP



**Master Plan**

The 2005 Master Plan designates the subject site and the surrounding areas to the east, north and south as Residential 1.25-3.5 du/acre. The Master Plan designates the adjacent property to the west as Institutional.

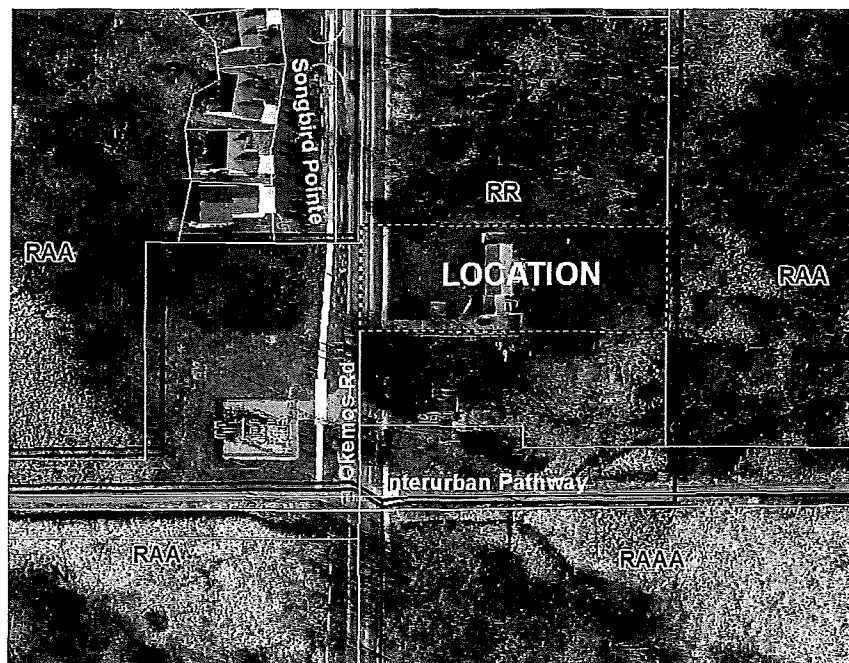
### FUTURE LAND USE MAP



### Zoning

The site is zoned RR (Rural Residential). It is surrounded by RAA (One Family-Low Density) to the east, and RR (Rural Residential) to the west north and south.

### ZONING MAP



**Physical Features**

Currently, the site has a single family dwelling constructed in 1966 that includes an attached garage, a deck with a partially completed sun room and a gravel driveway. The deck and sunroom are located on the east side of the house. The rest of the property is maintained as a lawn.

*Floodplain*

According to the Flood Insurance Rate Map prepared by the Federal Emergency Management Agency, the entire project area is located within a 100-year floodplain, indicated by the gray area in the map below. The elevation of the floodplain at the location is 847.5 feet above mean sea level. According to application materials, the elevation of the sun room foundation is between 846.3 feet and 847.3 feet above mean sea level. This places it below the known floodplain elevation.

**FLOODPLAIN MAP**



### THE CURRENT SUNROOM



#### Staff Analysis

The applicant has applied for a Special Use Permit to continue construction of a sun room on an existing deck. According to the Township Building Division staff, the applicant has been advised that a building permit will be required prior to work commencing on the sun room if the Special Use Permit is granted. Compliance with the building code may require reconstruction of portions of the existing sun room.

The MDEQ has issued a permit to construct the 16' by 20' sun room in the floodplain of the Pine Lake Drain. Documents provided to the MDEQ show elevations along the east side of the residence that are below the floodplain elevation of 847.5 feet above mean sea level.

Township regulations require a special use permit to work within the 100-year floodplain. The standards for review of the project are contained in Section 86-126 and Section 86-436 of the Code of Ordinances. Issues to consider include whether the use will be adverse to the purpose of the zoning district or damaging to the public health, safety, or welfare, or impose a financial burden upon the community.

#### Planning Commission Options

The Planning Commission may approve, approve with conditions or deny the special use permit. A resolution will be provided for a decision at a future meeting.

#### Attachments

1. Application and Attachments

CHARTER TOWNSHIP OF MERIDIAN  
DEPARTMENT OF COMMUNITY PLANNING AND DEVELOPMENT  
5151 MARSH ROAD, OKEMOS, MI 48864  
PLANNING DIVISION PHONE: (517) 853-4560, FAX: (517) 853-4095

SPECIAL USE PERMIT APPLICATION

Before submitting this application for review, an applicant may meet with the Director of Community Planning and Development to discuss the requirements for a special use permit and/or submit a conceptual plan for review to have preliminary technical deficiencies addressed prior to submittal of the application. If the property or land use is located in the following zoning districts RD, RC, RCC, RN then the applicant must meet with the Planning Director to discuss technical difficulties before filing a formal application.

Part I

- A. Applicant DAN KOURREY  
Address of Applicant 4326 W. SAGINAW  
Telephone - Work 517 202 5567 Home \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_  
Interest in property (circle one): Owner \_\_\_\_\_ Tenant \_\_\_\_\_ Option \_\_\_\_\_ Other  
(Please attach a list of all persons with an ownership interest in the property.)
- B. Site address / location / parcel number 5520 OKEMOS RD  
Legal description (please attach if necessary) \_\_\_\_\_  
Current zoning \_\_\_\_\_  
Use for which permit is requested / project name DECK SCREENED Porch  
Corresponding ordinance number \_\_\_\_\_
- C. Developer (if different than applicant) \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone - Work \_\_\_\_\_ Home \_\_\_\_\_ Fax \_\_\_\_\_
- D. Architect, Engineer Planner or Surveyor responsible for design of project if different from applicant:  
Name \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone - Work \_\_\_\_\_ Home \_\_\_\_\_ Fax \_\_\_\_\_
- E. Acreage of all parcels in the project: Gross \_\_\_\_\_ Net \_\_\_\_\_
- F. Explain the project and development phases:
- G. Total number of:  
Existing: structures \_\_\_\_\_ bedrooms \_\_\_\_\_ offices \_\_\_\_\_ parking spaces \_\_\_\_\_ carports \_\_\_\_\_ garages \_\_\_\_\_  
Proposed: structures \_\_\_\_\_ bedrooms \_\_\_\_\_ offices \_\_\_\_\_ parking spaces \_\_\_\_\_ carports \_\_\_\_\_ garages \_\_\_\_\_
- H. Square footage: existing buildings \_\_\_\_\_ proposed buildings \_\_\_\_\_  
Usable Floor area: existing buildings \_\_\_\_\_ proposed buildings \_\_\_\_\_
- I. If employees will work on the site, state the number of full time and part time employees working per shift and hours of operation:
- J. Existing Recreation: Type \_\_\_\_\_ Acreage \_\_\_\_\_  
Proposed Recreation: Type \_\_\_\_\_ Acreage \_\_\_\_\_  
Existing Open Space: Type \_\_\_\_\_ Acreage \_\_\_\_\_  
Proposed Open Space: Type \_\_\_\_\_ Acreage \_\_\_\_\_

Part II

SUP REQUEST STANDARDS  
Township Code of Ordinances, Section 86-126

Applications for Special Land Uses will be reviewed with the standards stated below. An application that complies with the standards stated in the Township Ordinance, conditions imposed pursuant to the Ordinance, other applicable Ordinances, and State and Federal statutes will be approved. Your responses to the questions below will assist the Planning Commission in its review of your application.

- (1) The project is consistent with the intent and purposes of this chapter.
- (2) The project is consistent with applicable land use policies contained in the Township's Master Plan of current adoption.
- (3) The project is designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such a use will not change the essential character of the same area.
- (4) The project will not adversely affect or be hazardous to existing neighboring uses.
- (5) The project will not be detrimental to the economic welfare of surrounding properties or the community.
- (6) The project is adequately served by public facilities, such as existing roads, schools, stormwater drainage, public safety, public transportation, and public recreation, or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide any such service.
- (7) The project is adequately served by public sanitation facilities if so designed. If on-site sanitation facilities for sewage disposal, potable water supply, and storm water are proposed, they shall be properly designed and capable of handling the longterm needs of the proposed project.
- (8) The project will not involve uses, activities, processes, materials, and equipment and conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, or odors.
- (9) The project will not directly or indirectly have a substantial adverse impact on the natural resources of the Township, including, but not limited to, prime agricultural soils, water recharge areas, lakes, rivers, streams, major forests, wetlands, and wildlife areas.

Part III

I (we) hereby grant permission for members of the Charter Township of Meridian's Boards and/or Commissions, Township staff member(s) 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 purpose of gathering information including but not limited to the taking and the use of photographs.

Yes     No    (Please check one)

By the signature(s) attached hereto, I (we) certify that the information provided within this application and accompanying documentation is, to the best of my (our) knowledge, true and accurate

  
\_\_\_\_\_  
Signature of Applicant

5/17/16  
Date

Dan Koeray  
Type/Print Name

Fee: \_\_\_\_\_

Received by/Date: Nancy Grant 5/26/16

SUP REQUEST STANDARDS  
PROPERTY 5520 OKEMOS RD.

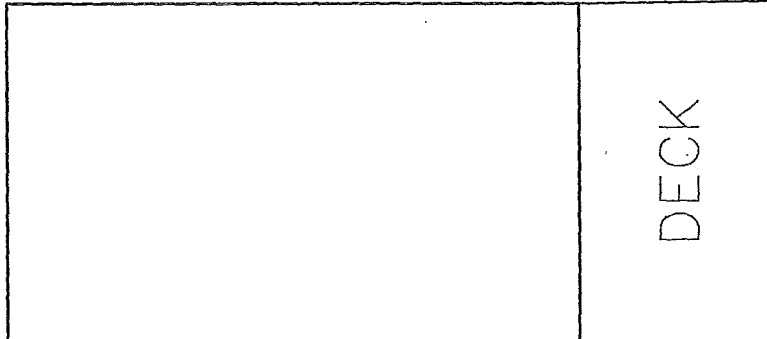
- 1) YES IT IS WE ARE REMOVING THE OLD DECK AND CONSTRUCTING THE SAME SIZE DECK WITH A SCREENED IN PORCH.
- 2) YES.
- 3) YES THERE IS NO MAJOR CHARACTER CHANGES.
- 4) THERE IS NO ADVERSE AFFECT.
- 5) NOT AT ALL.
- 6) ALL PUBLIC FACILITIES ARE AVAILABLE.
- 7) NO ON SITE SANITATION REQUIRED.
- 8) THERE WILL BE NO EXCESSIVE TRAFFIC OR ACTIVITIES.
- 9) NO NOT AT ALL.

THANK YOU,  
DAN KORREY  
517-202-5564

848.0

847.5

847.5



HOUSE &  
GARAGE  
#5520  
OKEMOS RD

SUN  
ROOM

847.2

846.3

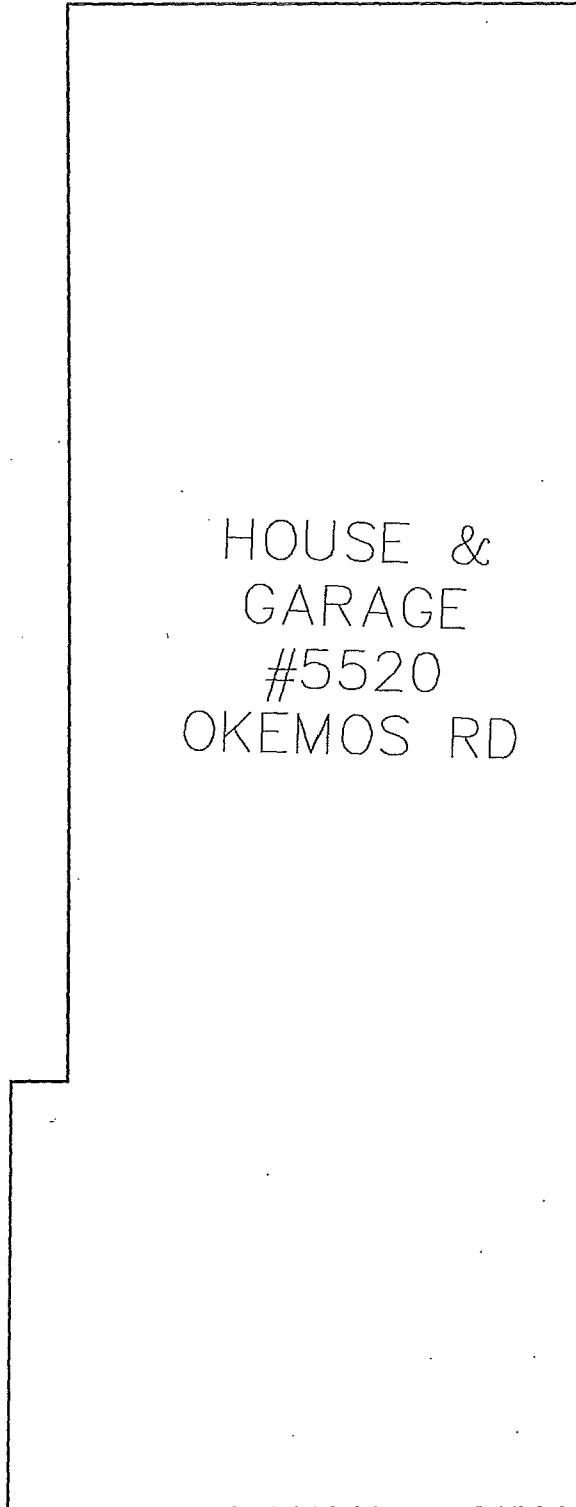
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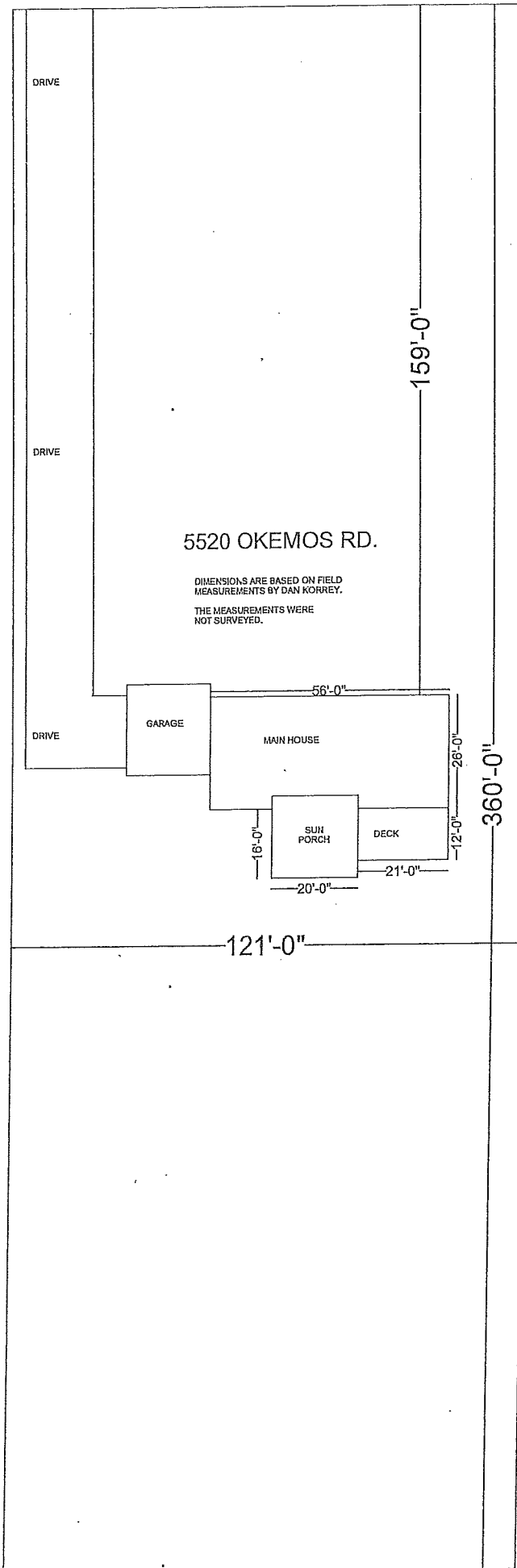
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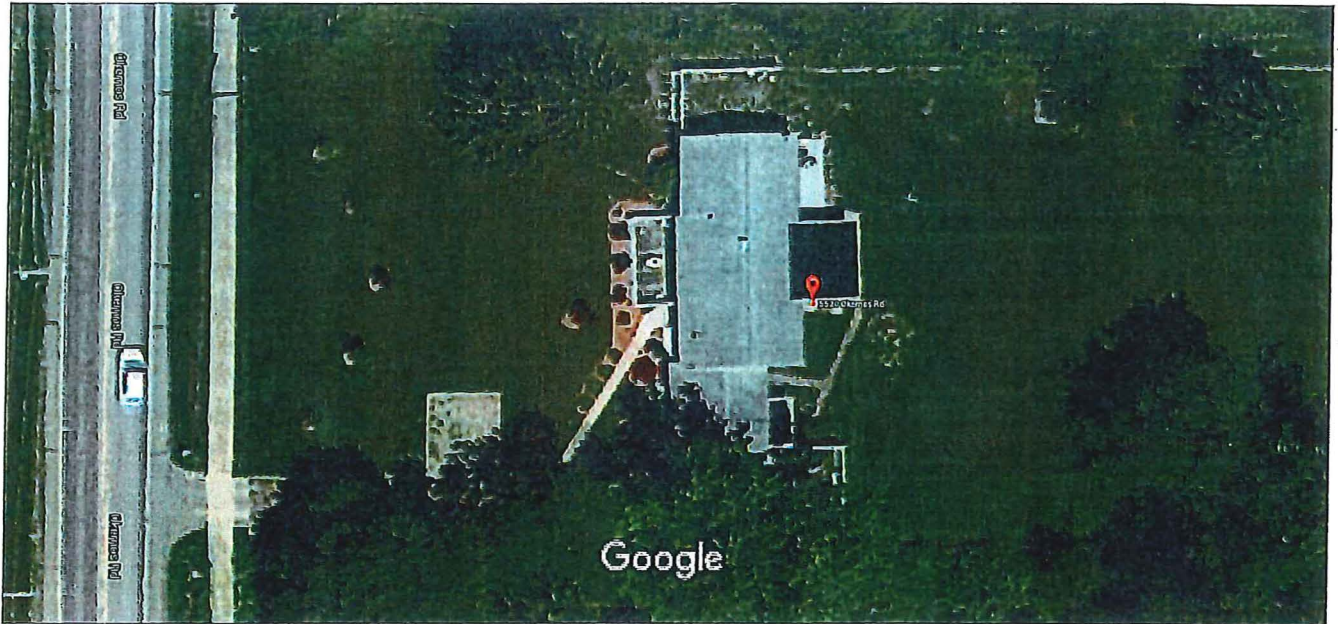


OKEMOS RD.





Google Maps 5520 Okemos Rd



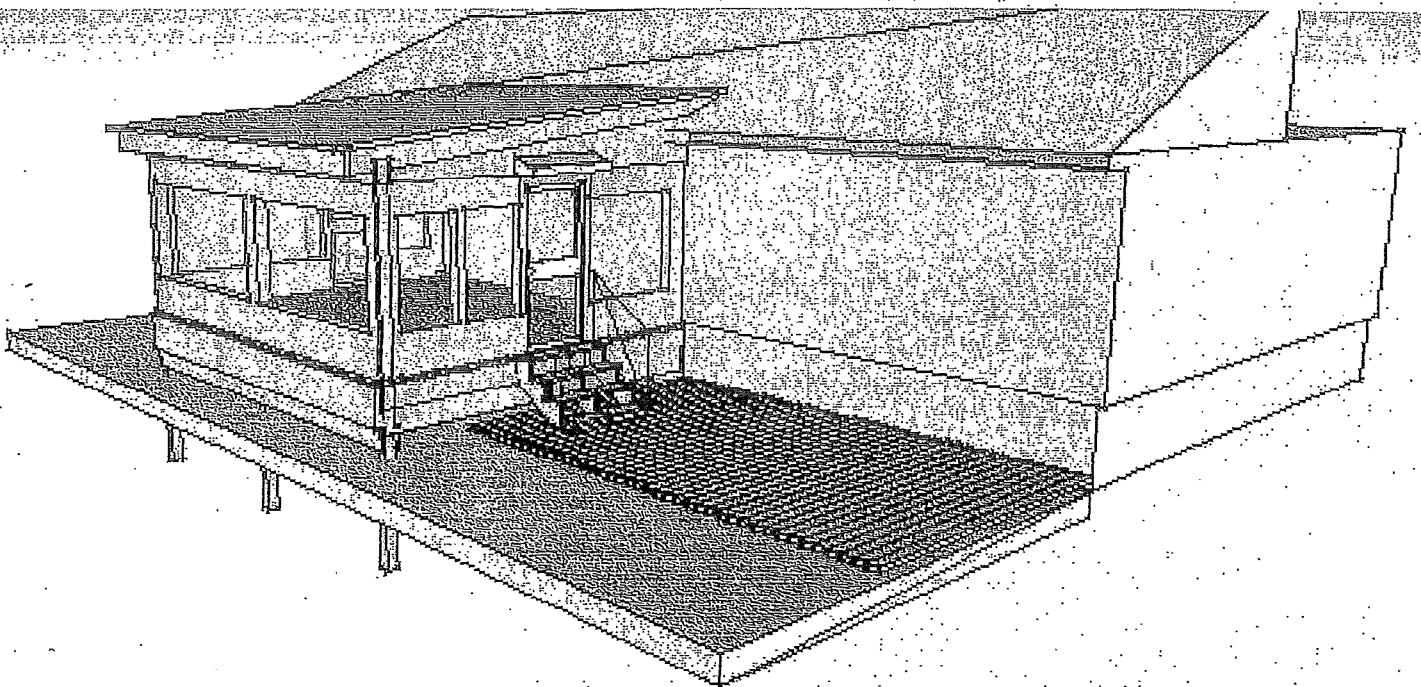
Map data ©2015 Google 20 ft



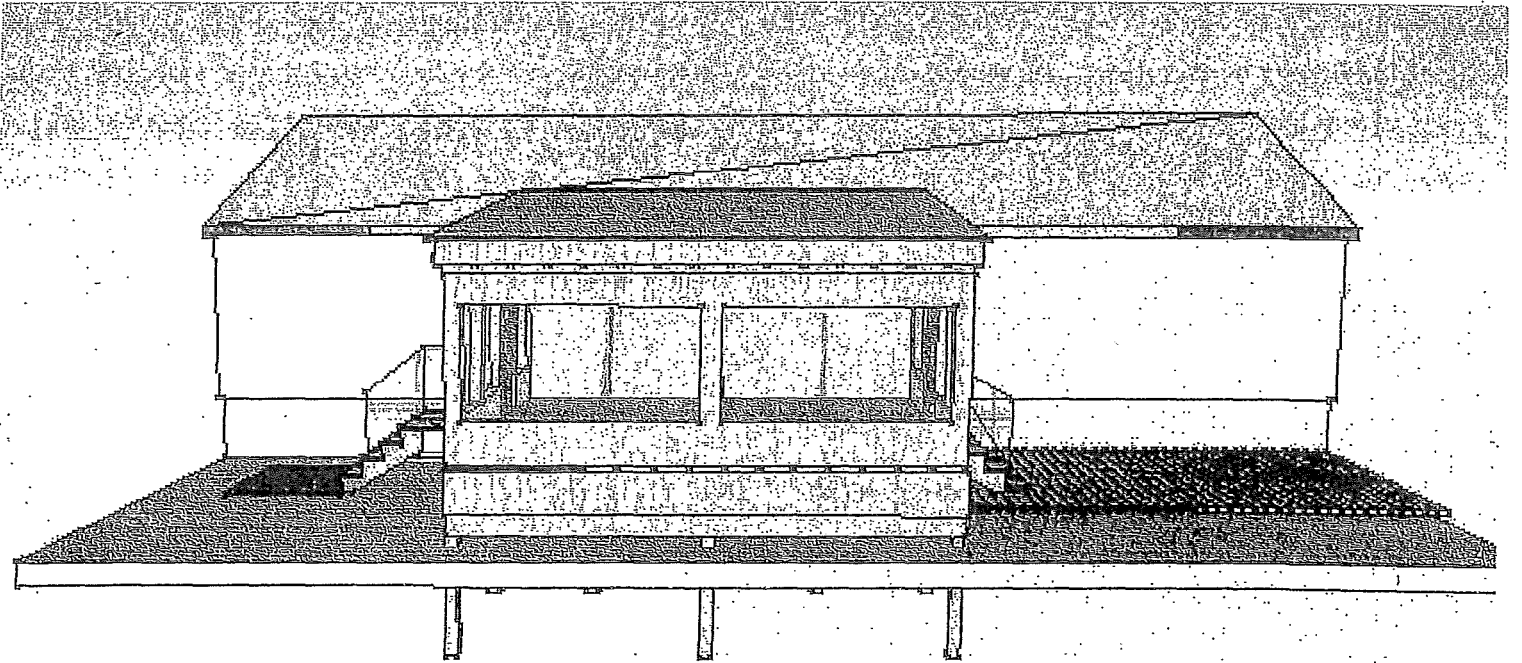
5520 Okemos Rd  
East Lansing, MI 48823



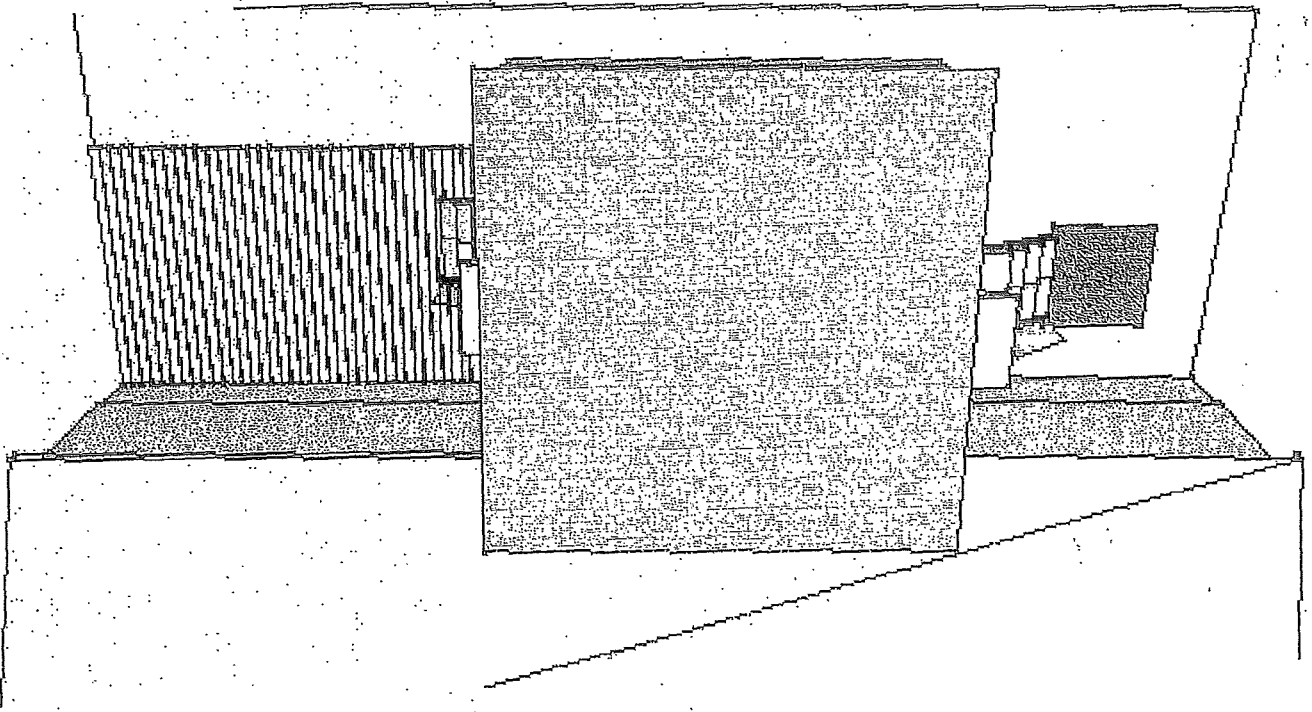
5520  
Okemos Rd



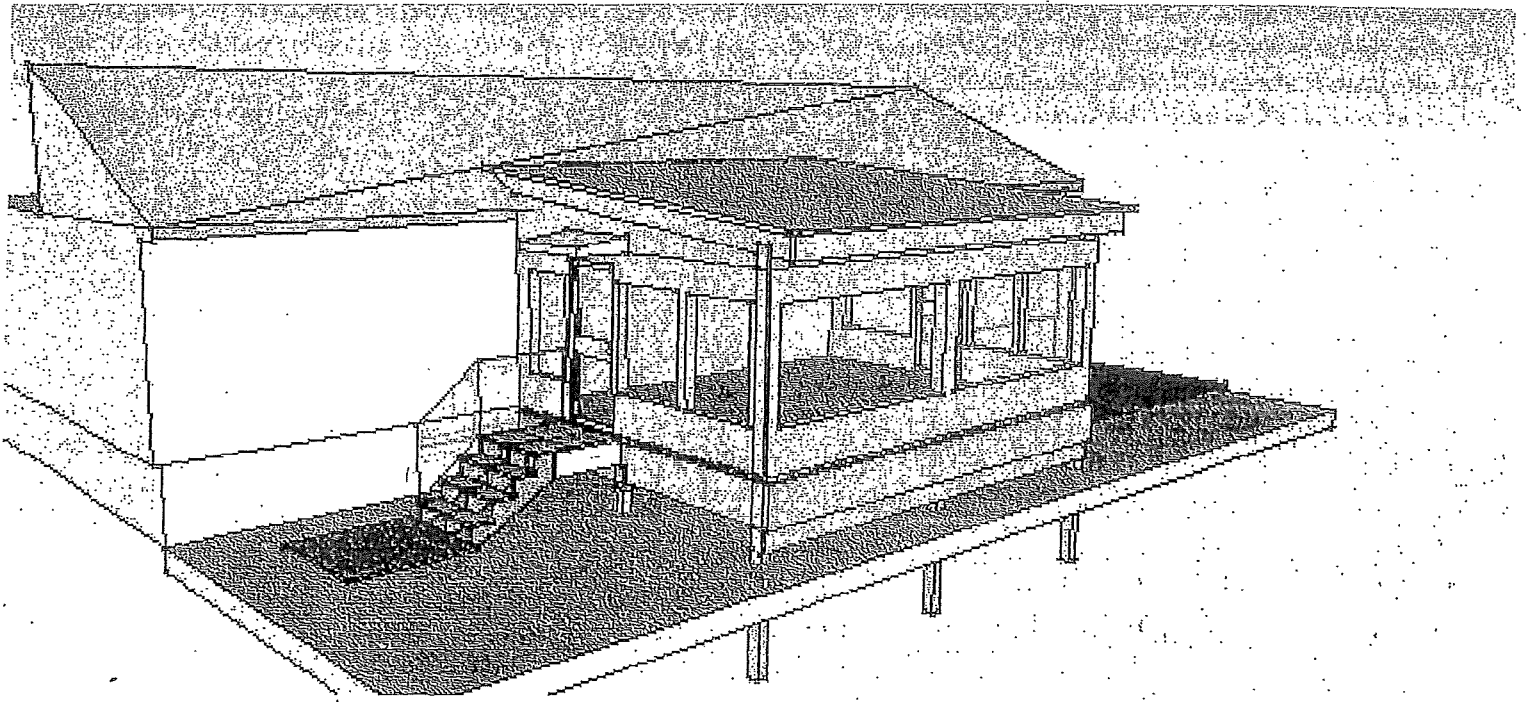
M. Hendricks



M. Glendicks



M. Hendricks



*W. C. Hendricks*

# Notice of Authorization

Permit Number: WRP002201

Issued: 04/12/2016

Expiration Date: 04/12/2021

The Michigan Department of Environmental Quality, Water Resources Division,  
P.O. Box 30458, Lansing, Michigan 48909-7958, under provisions of the Natural Resources and  
Environmental Protection Act, 1994 PA 451, as amended, and specifically:

- Part 31, Floodplain Regulatory Authority of the Water Resources Protection.
- Part 301, Inland Lakes and Streams.
- Part 303, Wetlands Protection.
- Part 315, Dam Safety.

**Permitted Activity:**

Construct a 16 by 20 foot sunroom on open pile post/beam to existing residential home at  
5520 Okemos Road, Meridian Township.

Any enclosures (walls) around perimeter and below the 100-year flood elevation will require  
venting.

**Water Course Affected: Pine Lake (Outlet) Drain**

**Property Location: 5520 Okemos Road, Meridian Township, Ingham County, Section 9**

**Town/Range T4N, R1W, Property Tax No. 33-02-0209-476-007**

Permittee: JDK Restoration Contractors, LLC  
Mr. Dan Korrey  
1306 Peppermill  
Lansing, MI 48917

Donna Cervelli  
Water Resources Division  
517-243-6951

*This notice must be displayed at the site of work.  
Laminating this notice or utilizing sheet protectors is recommended.*

Please refer to the above Permit Number with any questions or concerns.





**MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY  
WATER RESOURCES DIVISION  
PERMIT**

**ISSUED TO:**

JDK Restoration Contractors, LLC  
Mr. Dan Korrey  
1306 Peppermill  
Lansing, MI 48917

Permit No.	WRP002201
Issued	April 12, 2016
Extended	
Revised	
Expires	April 12, 2021

This permit is being issued by the Michigan Department of Environmental Quality (MDEQ) under the provisions of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA), and specifically:

- |  |   |
|--|---|
| <input type="checkbox"/> Part 301, Inland Lakes and Streams                        | <input type="checkbox"/> Part 315, Dam Safety                           |
| <input type="checkbox"/> Part 325, Great Lakes Submerged Lands                     | <input type="checkbox"/> Part 323, Shorelands Protection and Management |
| <input type="checkbox"/> Part 303, Wetlands Protection                             | <input type="checkbox"/> Part 353, Sand Dunes Protection and Management |
| <input checked="" type="checkbox"/> Part 31, Floodplain/Water Resources Protection |   |

Permission is hereby granted, based on permittee assurance of adherence to State of Michigan requirements and permit conditions, to:

**Permitted Activity:**

Construct a 16 by 20 foot sunroom on open pile post/beam to existing residential home at 5520 Okemos Road, Meridian Township.

Any enclosures (walls) around perimeter and below the 100-year flood elevation will require venting.

**Water Course Affected:** Pine Lake (Outlet) Drain

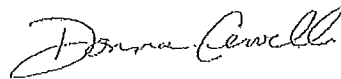
**Property Location:** 5520 Okemos Road, Meridian Township, Ingham County, Section 9  
Town/Range T4N, R1W, Property Tax No. 33-02-0209-476-007

**Authority granted by this permit is subject to the following limitations:**

- A. Initiation of any work on the permitted project confirms the permittee's acceptance and agreement to comply with all terms and conditions of this permit.
- B. The permittee, in exercising the authority granted by this permit, shall not cause unlawful pollution as defined by Part 31, Water Resources Protection, of the NREPA.
- C. This permit shall be kept at the site of the work and available for inspection at all times during the duration of the project or until its date of expiration.
- D. All work shall be completed in accordance with the approved plans and specifications submitted with the application and/or plans and specifications attached to this permit.
- E. No attempt shall be made by the permittee to forbid the full and free use by the public of public waters at or adjacent to the structure or work approved.
- F. It is made a requirement of this permit that the permittee give notice to public utilities in accordance with Act 53 of the Public Act of 1974 and comply with each of the requirements of that Act.
- G. This permit does not convey property rights in either real estate or material, nor does it authorize any injury to private property or invasion of public or private rights, nor does it waive the necessity of seeking federal assent, all local permits, or complying with other state statutes.
- H. This permit does not prejudice or limit the right of a riparian owner or other person to institute proceedings in any circuit court of this state when necessary to protect his rights.

- I. Permittee shall notify the MDEQ within one week after the completion of the activity authorized by this permit, by completing and forwarding the attached preaddressed postcard to the office addressed thereon.
- J. This permit shall not be assigned or transferred without the written approval of the MDEQ.
- K. Failure to comply with conditions of this permit may subject the permittee to revocation of permit and criminal and/or civil action as cited by the specific state act, federal act, and/or rule under which this permit is granted.
- L. All dredged or excavated materials shall be disposed of in an upland site (outside of floodplains, unless exempt under Part 31, and wetland).
- M. In issuing this permit, the MDEQ has relied on the information and data that the permittee has provided in connection with the submitted application for permit. If, subsequent to the issuance of a permit, such information and data prove to be false, incomplete, or inaccurate, the MDEQ may modify, revoke, or suspend the permit, in whole or in part, in accordance with the new information.
- N. The permittee shall indemnify and hold harmless the State of Michigan and its departments, agencies, officials, employees, agents, and representatives for any and all claims or causes of action arising from acts or omissions of the permittee, or employees, agents, or representative of the permittee, undertaken in connection with this permit. The permittee's obligation to indemnify the State of Michigan applies only if the State (1) provides the permittee or its designated representative written notice of the claim or cause of action within 30 days after it is received by the State and (2) consents to the permittee's participation in the proceeding on the claim or cause of action. It does not apply to contested case proceedings under the Administrative Procedures Act challenging the permit. This permit shall not be construed as an indemnity by the State of Michigan for the benefit of the permittee or any other person.
- O. Noncompliance with these terms and conditions and/or the initiation of other regulated activities not specifically authorized shall be cause for the modification, suspension, or revocation of this permit, in whole or in part. Further, the MDEQ may initiate criminal and/or civil proceedings as may be deemed necessary to correct project deficiencies, protect natural resource values, and secure compliance with statutes.
- P. If any change or deviation from the permitted activity becomes necessary, the permittee shall request, in writing, a revision of the permitted activity from the MDEQ. Such revision request shall include complete documentation supporting the modification and revised plans detailing the proposed modification. Proposed modifications must be approved, in writing, by the MDEQ prior to being implemented.
- Q. This permit may be transferred to another person upon written approval of the MDEQ. The permittee must submit a written request to the MDEQ to transfer the permit to the new owner. The new owner must also submit a written request to the MDEQ to accept transfer. The new owner must agree, in writing, to accept all conditions of the permit. A single letter signed by both parties which includes all the above information may be provided to the MDEQ. The MDEQ will review the request and if approved, will provide written notification to the new owner.
- R. Prior to initiating permitted construction, the permittee is required to provide a copy of the permit to the contractor(s) for review. The property owner, contractor(s), and any agent involved in exercising the permit are held responsible to ensure that the project is constructed in accordance with all drawings and specifications. The contractor is required to provide a copy of the permit to all subcontractors doing work authorized by the permit.
- S. Construction must be undertaken and completed during the dry period of the wetland. If the area does not dry out, construction shall be done on equipment mats to prevent compaction of the soil.
- T. Authority granted by this permit does not waive permit requirements under Part 91, Soil Erosion and Sedimentation Control, of the NREPA, or the need to acquire applicable permits from the County Enforcing Agent.
- U. Authority granted by this permit does not waive permit requirements under the authority of Part 305, Natural Rivers, of the NREPA. A Natural Rivers Zoning Permit may be required for construction, land alteration, streambank stabilization, or vegetation removal along or near a natural river.
- V. The permittee is cautioned that grade changes resulting in increased runoff onto adjacent property is subject to civil damage litigation.
- W. Unless specifically stated in this permit, construction pads, haul roads, temporary structures, or other structural appurtenances to be placed in a wetland or on bottomland of the waterbody are not authorized and shall not be constructed unless authorized by a separate permit or permit revision granted in accordance with the applicable law.
- X. For projects with potential impacts to fish spawning or migration, no work shall occur within fish spawning or migration timelines (i.e., windows) unless otherwise approved in writing by the MDNR, Fisheries Division.
- Y. Work to be done under authority of this permit is further subject to the following special instructions and specifications:
  1. This permit is being issued for the maximum time allowed and no extensions of this permit will be granted. Initiation of the construction work authorized by this permit indicates the permittee's acceptance of this condition. The permit, when signed by the MDEQ, will be for a five-year period beginning at the date of issuance. If the project is not completed by the expiration date, a new permit must be sought.
  2. The design flood or 1% annual chance (100-year) floodplain elevation at this location on the Pine Lake (Outlet) Drain is 847.5 feet N.A.V. Datum of 1988.

3. Under Appendix G of the Michigan Building Code, a local building permit is required for development located in flood hazard areas.
4. The structure shall be firmly anchored to prevent flotation or lateral movement.
5. Enclosed areas, including crawl spaces, that are below the design flood elevation shall be provided with flood openings which shall meet the following criteria:
  - o There shall be a minimum of two openings on different sides of each enclosed area; if a building has more than one enclosed area below the design flood elevation, each area shall have openings on exterior walls.
  - o The total net area of all openings shall be at least one square inch for each square foot of enclosed area, or designed and certified by a design professional in accordance with ASCE 24.
  - o The bottom of each opening shall be one foot or less above the adjacent ground level.
  - o Openings shall be at least three inches in any direction in the plane of the wall.
  - o Any louvers, screens or other opening covers shall allow the automatic flow of floodwaters into and out of the enclosed area.
  - o Openings installed in doors and windows that meet the above requirements are acceptable; however, doors and windows without installed openings do not meet the requirements.
6. This permit is limited to authorizing the construction as specified above and carries with it no assurances or implications that associated lake, stream, wetland or floodplain areas can be developed and serviced by the structures authorized by this permit.
7. The authority to conduct the activity as authorized by this permit is granted solely under the provisions of the governing act as identified above. This permit does not convey, provide, or otherwise imply approval of any other governing act, ordinance, or regulation, nor does it waive the permittee's obligation to acquire any local, county, state or federal approval or authorization, necessary to conduct the activity.
8. This permit placard shall be kept posted at the work site, in a prominent location at all times for the duration of the project, or until permit expiration.



Issued by: \_\_\_\_\_

Donna Cervelli  
Water Resources Division  
517-243-6951

cc: Ms. Jeanne Baugh, 5520 Okemos Road, East Lansing, MI 48823  
Meridian Township Building Department  
Meridian Township Clerk  
Ingham County Drain Office

848.0

847.5

847.5

DECK

847.2

existing  
HOUSE &  
GARAGE  
#5520  
OKEMOS RD

Proposed  
SUN  
ROOM

VENT (2)

847.3

VENT

846.3

NO FOUNDATION

848.1

847.0

DEQ-WRD  
APPROVED PLANS  
Permit # WRP062201  
Issued 4/12/2016  
Page 1 of 1

DEC 30 2015

WATER RESOURCES DIVISION

846.7

846.0

# ELEVATION CERTIFICATE

**Important: Read the instructions on pages 1-9.**

OMB No. 1660-0008  
 Expiration Date: July 31, 2015

## SECTION A - PROPERTY INFORMATION

<b>FOR INSURANCE COMPANY USE</b>
Policy Number:
Company NAIC Number:

A1. Building Owner's Name Jeanne Baugh

A2. Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.  
5520 Okemos Road  
 City East Lansing State MI ZIP Code 48823

A3. Property Description (Lot and Block Numbers, Tax Parcel Number, Legal Description, etc.)  
Part of the SE 1/4 Section 9, T4N, R1W, Meridian Twp, Ingham Co., MI (Tax ID# 33-02-02-09-476-007)

A4. Building Use (e.g., Residential, Non-Residential, Addition, Accessory, etc.) Residential

A5. Latitude/Longitude: Lat. 42°44'29.52" Long. 84°25'37.21" Horizontal Datum:  NAD 1927  NAD 1983

A6. Attach at least 2 photographs of the building if the Certificate is being used to obtain flood insurance.

A7. Building Diagram Number 2

A8. For a building with a crawlspace or enclosure(s):

a) Square footage of crawlspace or enclosure(s)	<u>N/A</u> sq ft	A9. For a building with an attached garage:	a) Square footage of attached garage	<u>462</u> sq ft
b) Number of permanent flood openings in the crawlspace or enclosure(s) within 1.0 foot above adjacent grade	<u>N/A</u>		b) Number of permanent flood openings in the attached garage within 1.0 foot above adjacent grade	<u>N/A</u>
c) Total net area of flood openings in A8.b	<u>N/A</u> sq in		c) Total net area of flood openings in A9.b	<u>N/A</u> sq in
d) Engineered flood openings? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			d) Engineered flood openings? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

## SECTION B - FLOOD INSURANCE RATE MAP (FIRM) INFORMATION

B1. NFIP Community Name & Community Number <u>Charter Township of Meridian 260093</u>		B2. County Name <u>Ingham</u>	B3. State <u>MI</u>		
B4. Map/Panel Number <u>0156</u>	B5. Suffix <u>D</u>	B6. FIRM Index Date <u>August 16, 2011</u>	B7. FIRM Panel Effective/Revised Date <u>August 16, 2011</u>	B8. Flood Zone(s) <u>AE</u>	B9. Base Flood Elevation(s) (Zone AO, use base flood depth) <u>847.5</u>

B10. Indicate the source of the Base Flood Elevation (BFE) data or base flood depth entered in Item B9.  
 FIS Profile  FIRM  Community Determined  Other/Source: \_\_\_\_\_

B11. Indicate elevation datum used for BFE in Item B9:  NGVD 1929  NAVD 1988  Other/Source: \_\_\_\_\_

B12. Is the building located in a Coastal Barrier Resources System (CBRS) area or Otherwise Protected Area (OPA)?  Yes  No  
 Designation Date: \_\_\_\_\_  CBRS  OPA

## SECTION C - BUILDING ELEVATION INFORMATION (SURVEY REQUIRED)

C1. Building elevations are based on:  Construction Drawings\*  Building Under Construction\*  Finished Construction  
 \*A new Elevation Certificate will be required when construction of the building is complete.

C2. Elevations - Zones A1-A30, AE, AH, A (with BFE), VE, V1-V30, V (with BFE), AR, AR/A, AR/AE, AR/A1-A30, AR/AH, AR/AO. Complete Items C2.a-h below according to the building diagram specified in Item A7. In Puerto Rico only, enter meters.  
 Benchmark Utilized: NGS Vertical Datum: NAVD 1988  
 Indicate elevation datum used for the elevations in items a) through h) below.  NGVD 1929  NAVD 1988  Other/Source: \_\_\_\_\_  
 Datum used for building elevations must be the same as that used for the BFE.

Check the measurement used.

a) Top of bottom floor (including basement, crawlspace, or enclosure floor)	<u>843.3</u>	<input checked="" type="checkbox"/> feet <input type="checkbox"/> meters
b) Top of the next higher floor	<u>850.3</u>	<input checked="" type="checkbox"/> feet <input type="checkbox"/> meters
c) Bottom of the lowest horizontal structural member (V Zones only)	<u>N/A</u>	<input type="checkbox"/> feet <input type="checkbox"/> meters
d) Attached garage (top of slab)	<u>846.8</u>	<input checked="" type="checkbox"/> feet <input type="checkbox"/> meters
e) Lowest elevation of machinery or equipment servicing the building (Describe type of equipment and location in Comments)	<u>847.8</u>	<input checked="" type="checkbox"/> feet <input type="checkbox"/> meters
f) Lowest adjacent (finished) grade next to building (LAG)	<u>846.0</u>	<input checked="" type="checkbox"/> feet <input type="checkbox"/> meters
g) Highest adjacent (finished) grade next to building (HAG)	<u>848.1</u>	<input checked="" type="checkbox"/> feet <input type="checkbox"/> meters
h) Lowest adjacent grade at lowest elevation of deck or stairs, including structural support	<u>847.5</u>	<input checked="" type="checkbox"/> feet <input type="checkbox"/> meters

## SECTION D - SURVEYOR, ENGINEER, OR ARCHITECT CERTIFICATION

This certification is to be signed and sealed by a land surveyor, engineer, or architect authorized by law to certify elevation information. I certify that the information on this Certificate represents my best efforts to interpret the data available. I understand that any false statement may be punishable by fine or imprisonment under 18 U.S. Code, Section 1001.

Check here if comments are provided on back of form. Were latitude and longitude in Section A provided by a licensed land surveyor?  Yes  No  
 Check here if attachments.

Certifier's Name <u>Erick R. Friestrom</u>	License Number <u>53497</u>
Title <u>Project Manager</u>	Company Name <u>KEBS Inc.</u>
Address <u>2116 Haslett Road</u>	City <u>Haslett</u> State <u>MI</u> ZIP Code <u>48840</u>
Signature <u>[Signature]</u>	Date <u>12-10-15</u> Telephone <u>517-339-1014</u>



CHARTER TOWNSHIP OF MERIDIAN

MEMORANDUM

TO: Planning Commission

FROM:   
Gail Oranchak, AICP  
Principal Planner

DATE: May 19, 2016

RE: Rezoning #16020 (Pete Potterpin), a request to rezone approximately .75 acre parcel addressed as 1792 Hamilton Road from RC (Multiple Family – maximum 14 units per acre) to PO (Professional and Office)

At its May 23, 2016 regular meeting, the Planning Commission discussed Pete Potterpin's request to rezone approximately a .75 acre parcel addressed as 1792 Hamilton Road from RC (Multiple Family – Maximum 14 units per acre) to PO (Professional & Office). Mr. Potterpin is president of PK Housing & Management, which occupies 1784 Hamilton Road, the adjacent PO zoned office building to the east. It is the applicant's intent is to use 1792 Hamilton for business expansion.

**Planning Commission Options**

The Planning Commission may recommend approval or denial of the rezoning as requested by the applicant or recommend a different zoning category. At the direction of the Planning Commission, staff has provided a resolution to recommend approval of the request.

**Attachments:**

1. Resolution to approve

RESOLUTION

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 13th day of June, 2016, at 7:00 p.m., Local Time.

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_

The following resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_.

WHEREAS, Pete Potterpin initiated a rezoning of an approximate 0.75 acre parcel addressed as 1792 Hamilton Road from (RC (Multiple Family - 14 dwelling units per acre) to PO (Professional and Office); and

WHEREAS, the Planning Commission held a public hearing and discussed the rezoning at its meeting on May 23, 2016; and

WHEREAS, the Planning Commission reviewed the staff material provided under cover memorandum dated May 19, 2016; and

WHEREAS, the site's current RC zoning which permits up to 14 dwelling units per acre is inconsistent with the Future Land Use designation of Residential 1.25-3.5 units per acre; and

WHEREAS, the proposed zoning would result in a logical and orderly development pattern consistent with the Master Plan preference for providing a transition between commercial uses along Grand River Avenue to the north and single family residential uses south of Hamilton Road; and

WHEREAS, PO (Professional and Office) zoning is consistent with the zoning of parcels on the north side of Hamilton Road and east of 1792 Hamilton Road; and

WHEREAS, the functionality of Hamilton Road will not be compromised by the additional trips generated from new office development on the site; and

WHEREAS, the site is connected to the public water and sanitary sewer systems.

NOW THEREFORE, BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby recommends approval of Rezoning #16020 to rezone approximately .75 acre from RC (Multiple family – maximum 14 dwelling units per acre) to PO (Professional and Office).

**Resolution to Approve  
Rezoning #16020 (Pete Potterpin)  
Page 2**

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 Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and a complete copy of a resolution adopted at a regular meeting of the Planning Commission on the 13th day of June, 2016.

\_\_\_\_\_  
John Scott-Craig  
Planning Commission Chair