

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

**DRAFT**

**June 26, 2017**

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

**517-853-4560, Town Hall Room, 7:00 P.M.**

**PRESENT: Commissioners Baruah, Cordill, DeGroff, Ianni, Lane, Richards,  
Scott-Craig, Tenaglia (arrived 7:04)**

**ABSENT: Premoe**

**STAFF: Senior Planner Peter Menser**

**1. Call meeting to order**

Chair Ianni called the regular meeting to order at 7:00 P.M.

**2. Approval of agenda**

Commissioner DeGroff moved to approve the agenda.

Seconded by Commissioner Richards.

VOICE VOTE: Motion carried.

**3. Approval of Minutes**

May 22, 2017 Regular Meeting and Work Session

Commissioner Scott-Craig moved to approve the work session minutes of May 22, 2017 as written.

Seconded by Commissioner DeGroff.

Commissioner Scott-Craig moved to approve the regular meeting minutes of May 22, 2017 with a correction.

Seconded by Commissioner DeGroff.

VOICE VOTE: Motions carried.

**4. Public Remarks**

None

**5. Communications**

None

**6. Public hearings**

None

**7. Unfinished Business**

None

**8. Other Business**

A. Review of Sustainability and Climate Action Plan

Senior Planner Menser introduced LeRoy Harvey, Meridian Township's Recycling Coordinator so he could give a brief overview of the Sustainability and Climate Action Plan.

Mr. Harvey gave a brief outline of the Sustainability and Climate Action Plan and asked if the Planning Commissioners had questions or concerns.

Commissioner Cordill recommended a formal public hearing prior to adding the plan to the Master Plan document

John Sarver, an Environmental Commission and Energy Team member commented there had been one or two informal hearings but they could arrange a more formal public hearing if necessary.

Chair Ianni asked Senior Planner Menser about the official process for approval of this portion of the Master Plan.

Senior Planner Menser explained the process is ultimately up to the Planning Commission and the Township Board.

Commissioner Baruah commented Meridian Township is well behind other cities and municipalities in the goals laid out in the action plan.

Commissioner Scott-Craig stated the Action Plan needs an executive summary for focus and clarity. He also commented there is a recently built home on Park Lake road that is an energy net zero dwelling which shows the goals are achievable.

Commissioner DeGroff suggested that the list of possible amenities given to developer's who are working on MUPUD projects would be a great place to add some of the sustainability and environmental goals and initiatives.

B. Commission Review #17063 (Planning Commission), amend Planning Commission bylaws

Senior Planner Menser gave an overview of the process and stated a motion was provided for the Commissioners if they approve of the changes.

Commissioner Richards moved to approve the changes to the Planning Commission bylaws

Seconded by Commissioner Lane

Commissioner Cordill asked for clarification of how the chairperson would know the will of the Commissioners without a formal vote listed on page one, section 2.3 "Duties of the Chairperson".

Commissioner Baruah said the Chairperson should be trusted to know the will of the Commissioners or to take a vote if necessary.

Commissioner Cordill commented the specific amount listed for a quorum on page four did not make sense because the number of members on the Commission is not specifically stated in the bylaws.

Senior Planner Menser said the number of Planning Commission members is prescribed by State law and dictated by the Township Board.

Commissioner DeGroff suggested that instead of 5 Commissioners needed for a quorum the bylaws should state a simple majority of Commissioners would constitute a quorum.

Commissioner Cordill asked that an extra word be removed from the page seven under the duties of the Secretary.

VOICE VOTE: Motion carried unanimously with the suggested changes.

C. July 24, 2017 Master Plan work session discussion

Senior Planner Menser stated a final draft of the Master Plan will be ready to review at a Work Session scheduled for 7/24/17 with the Township Board so changes can be made prior to the public hearing.

Commissioner Scott-Craig asked that finalized copies be provided to the Commissioners as soon as possible because they require detailed review.

Senior Planner Menser stated he would have the copies distributed as soon as possible, this is an opportunity to dialog with the Township Board regarding the Master Plan.

**9. Township Board, Planning Commission officer, committee chair, and staff comments or reports**

A. Shaping the Avenue initiative

Senior Planner Menser commented there was the potential for a work session discussion on 8/14/17 regarding the Shaping the Avenue initiative. This initiative is to obtain a federal grant for the development of the Capital Corridor and could include discussion with specialized planners and special ordinances in regard to the development of the corridor.

B. Commissioner Scott-Craig reported on meetings he attended on 7/19/17 for the Corridor Improvement Authority and on 5/4/17 and 6/1/17 for the Economic Development Committee. He requested that LuAnn Maisner, Director of Parks and Recreation be invited to make a presentation to the Planning Commission regarding ongoing and upcoming Parks projects

**10. Project Updates**

A. New Applications – NONE

B. Site Plans Received

1. Site Plan Review #17-04 (Verizon Wireless), install 90 foot tall cell tower at 4888 Dawn Avenue

2. Site Plan Review #17-15-02 (Ellison Brewery), construct outdoor seating area at 4903 Dawn Avenue

C. Site Plans Approved

1. Site Plan Review #17-02 (Portnoy and Tu, DDS), construct 4,332 square foot dentist office at 2476 Jolly Road

**11. Public Remarks**

None

**12. Adjournment**

Chair Ianni adjourned the regular meeting at 8:04P.M.

Respectfully Submitted,

Angela M. Ryan  
Recording Secretary