

**CHARTER TOWNSHIP OF MERIDIAN
PLANNING COMMISSION
REGULAR MEETING MINUTES
September 22, 2014**

APPROVED

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

PRESENT: Commissioners Cordill, Deits (7:03 P.M.), Hildebrandt, Honicky, Ianni, Jackson, Salehi, Scott-Craig, Van Coevering
ABSENT: None
STAFF: Principal Planner Oranchak, Assistant Planner Wyatt

1. Call meeting to order

Chair Jackson called the regular meeting to order at 7:01 P.M.

2. Approval of agenda

Commissioner Scott-Craig moved to approve the agenda amended as follows:

- **Add Agenda Item #8A: City of Williamston 2014 Master Plan Update**
- **Add Agenda Item #8B: Amendment to the Planning Commission's Meeting Schedule to add October 6, 2014 Work Session Meeting**

Seconded by Commissioner Salehi.

VOICE VOTE: Motion carried 8-0.

3. Approval of Minutes

Commissioner Scott-Craig moved to approve the Work Session Meeting Minutes of August 18, 2014 and the Regular Meeting Minutes of September 8, 2014. Seconded by Commissioner Hildebrandt.

VOICE VOTE: Motion carried 8-0.

4. Public Remarks

Chair Jackson opened the floor for public remarks.

Neil Bowlby, 6020 Beechwood Drive, Haslett, requested the Planning Commission schedule formal action to amend its bylaws as previously discussed. He expressed appreciation for the Planning Commission's intended discussion of the City of Williamston's 2014 Master Plan Update.

Scott Bowers, Bowers & Associates Architects, 2400 S. Huron Parkway, Ann Arbor, availed himself for questions on SUP #14091 (Boomer Group). He provided an update on the plan, offering 3D renderings of the Home2suites brand and delineated the materials used.

Chair Jackson closed public remarks.

5. Communications

A. City of Williamston, 161 E. Grand River Avenue, Williamston; RE: Distribution and Comment Period for the City of Williamston 2014 Master Plan Update

6. Public hearings (None)

7. Unfinished Business

- A. Special Use Permit #14091 (Boomer Group), request to construct an approximate 55,561 square foot hotel with 107 rooms on the northeast corner of Jolly Oak Road and Water Lily Way

Associate Planner Wyatt summarized the special use permit request as outlined in staff memorandum dated September 19, 2014.

Commissioner Ianni moved [and read into the record] NOW THEREFORE, BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby approves Special Use Permit #14091 (Boomer Group, LLC) with the following conditions:

- 1. Approval is granted based on the site plan dated September 18, 2014 prepared by KEBS, Inc., and building elevations dated May 14, 2014, prepared by Bowers + Associates, subject to revisions as required.**
- 2. Approval is subject to the applicant receiving Township Board approval to construct a building greater than 25,000 square feet in gross floor area.**
- 3. The final site plan, landscape plan, building elevations, building materials and colors, shall be subject to the approval of the Director of Community Planning and Development.**
- 4. Commencement of construction of the hotel must occur within three years of the effective date of the rezoning or the rezoning shall revert to PO (Professional and Office), per a condition of Rezoning #14060.**
- 5. Farrins Parkway shall have the final course of asphalt installed and Water Lily Way shall be completed and accepted by the Ingham County Road Department prior to the issuance of a Certificate of Occupancy for the hotel.**
- 6. The applicant shall secure all applicable variances from the Zoning Board of Appeals.**
- 7. Street trees shall be installed along Jolly Oak Road, Water Lily Way and Farrins Parkway. Species and location of the trees shall be subject to the approval of the Director of Community Planning and Development.**
- 8. Trash and recycling dumpsters shall be enclosed on four sides; the enclosure(s) shall be constructed of brick or stone materials to match the building.**
- 9. All mechanical, heating, ventilation, air conditioning, generators, and similar systems shall be screened from view by an opaque structure or landscape material selected to complement the building. Such screening is subject to approval by the Director of Community Planning and Development. Solid walls or fencing may be no taller than six feet in height unless the Zoning Board of Appeals grants the necessary height variance.**
- 10. Site and building lighting shall comply with Article VII in Chapter 38 of the Code of Ordinances and shall be subject to the approval of the Director of Community Planning**

and Development. LED lighting shall be used where feasible.

- 11. Final utility, grading, and storm drainage plans for the site shall be subject to the approval of the Director of Public Works and Engineering and shall be completed in accordance with the Township Engineering Design and Construction Standards.**
- 12. The applicant shall obtain all necessary permits, licenses, and approvals from the Ingham County Road Department, Ingham County Drain Commissioner, and the Township. Copies of all permits, licenses, and approval letters shall be submitted to the Department of Community Planning and Development.**
- 13. Copies of the site plan information and construction plans for the project that exist in an AutoCAD compatible format shall be provided to the Township Engineering staff.**
- 14. Any future building additions or expansions shall require a modification to Special Use Permit #14091.**

Seconded by Commissioner Cordill.

Planning Commission, staff and applicant discussion:

- Appreciation for the redesign to reduce the number of variances needed
- One required variance is driveway alignment with the driveway across the street
- Applicant's intent to construct 107 rooms although there is a cap of 135 rooms
- Increase in the number of rooms constructed would result in a change to the number of required parking spaces
- Exterior insulated finish system is analogous to a concrete finish
- Request for at least an additional tree on the west side of the building
- Traffic study does not address the traffic generated at the two intersections at the ends of Jolly Oak Road
- 100 directional trips would have required a traffic study to address "problematic" intersections associated with this location
- A traffic study would also have been required if there were 750 trips per day, but the assessment indicated 688 trips per day
- Concern with the cumulative effect of the "up to 99 directional trips" threshold when several developments are constructed consecutively in an area and no traffic study is required
- Township's traffic consultant did not have an opinion on the Ingham County Road Department's (ICRD) request that the drive be moved for alignment purposes with the driveway across the street
- Township ordinances do not speak to the cumulative effect of traffic on an area
- Need for a mechanism to capture overall traffic when an area is being developed

Without objection, it was the consensus of the Planning Commission to correct any typographical or grammatical errors.

ROLL CALL VOTE: YEAS: Commissioners Cordill, Deits, Hildebrandt, Honicky, Ianni, Salehi, Scott-Craig, Van Covering, Chair Jackson

NAYS: None

Motion carried unanimously.

Commissioner Scott-Craig moved [and read into the record] NOW THEREFORE BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby recommends approval of Special Use Permit #14091 (Boomer Group, LLC) to construct a single building totaling approximately 55,561 square feet in gross floor area, subject to the following conditions:

- 1. Approval of the special use permit is recommended in accordance with the cover sheet prepared by KEBS, Inc. dated September 18, 2014, subject to revisions as required.**
- 2. Special Use Permit #14091 is subject to approval and all conditions placed by the Township Board.**

Seconded by Commissioner Ianni.

Planning Commission discussion:

- Size of the property is consistent with surrounding uses

ROLL CALL VOTE: YEAS: Commissioners Cordill, Deits, Hildebrandt, Honicky, Ianni, Salehi, Scott-Craig, Van Covering, Chair Jackson

NAYS: None

Motion carried unanimously.

- B. Special Use Permit #14071 (G. S. Fedewa Builders), request to construct a 10-unit multiple family townhouse complex at 1730 Chamberlain**
Principal Planner Oranchak summarized the special use permit request as outlined in staff memorandum dated September 18, 2014.

Commissioner Hildebrandt moved [and read into the record] NOW THEREFORE BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby approves Special Use Permit #14071 (G. S. Fedewa Builders) to construct a single multiple family building consisting of eight townhouse units subject to the following conditions:

- 1. Approval is granted in accordance with the site plan prepared by Stephens Consulting Services, PC dated September 2, 2014, and elevation plans and floor plans prepared by Jerry Fedewa Homes dated May 30, 2014 and June 14, 2006 respectively, subject to revisions as required.**
- 2. The applicant shall obtain all necessary variances from the Zoning Board of Appeals prior to work taking place related to the project or revise the plans to comply with zoning ordinance standards.**
- 3. Buried construction or other materials and debris found on the subject site, and debris resulting from clearing, grading, or construction activities related to the proposed project shall be removed from the site and be properly disposed.**
- 4. Site and building lighting shall comply with Article VII in Chapter 38 of the Code of Ordinances and are subject to the approval of the Director of Community Planning and Development. LED lighting shall be used where feasible. Light poles, if installed, shall**

- be no taller than 18 feet or consistent with lighting at Grange Acres, whichever is shortest.
5. **The final site plan, building elevations, and landscape plan shall be subject to the approval of the Director of Community Planning and Development.**
 6. **Utility, grading, and storm drainage plans for the site are subject to the approval of the Director of Public Works and Engineering and shall be completed in accordance with the Township Engineering Design and Construction Standards.**
 7. **The applicant shall obtain all necessary permits, licenses and approvals from the Ingham County Drain Commissioner's office, Ingham County Road Department and the Township. Copies of all permits, licenses, and approval letters shall be submitted to the Department of Community Planning and Development.**
 8. **Street trees shall be required along Chamberlain Way and Marsh Road and shall be depicted on the landscape plan submitted for site plan review. Species and location of trees shall be subject to the approval of the Director of Community Planning and Development.**
 9. **A copy of the site plan information and construction plans for the project that exist in an AutoCAD compatible format shall be provided to the Township Engineering staff.**

Seconded by Commissioner Ianni.

Planning Commission and staff discussion:

- Appreciation that this project is an infill development
- Appreciation the site plan has been redesigned to reduce the number of units from ten (10) to eight (8)
- Bicycle parking is a requirement and will be provided
- Request for more information on the landscape buffer issue
- Reduced number of units allows for increased landscape buffers
- At the west entrance off Chamberlain Way where the building is closest to the street, there is not sufficient room to provide the access drive and the required 20 foot buffer
- Discussion on the possibility of increasing the amount of landscaping a few feet will take place during site plan review
- Buffer problem created by the design of Chamberlain Way and setback requirements from a single family residential district (50 feet)
- Residents will contract for their own individual refuse collection

Commissioner Hildebrandt offered the following friendly amendment:

- **Add condition #10 to read: "In accordance with Zoning Ordinance Section 86-760(g)1, a minimum of two bicycle parking spaces will be provided."**

The friendly amendment was accepted by the maker.

Continued Planning Commission, staff and applicant discussion:

- Additional parking spaces for guests in the paved area behind the garages
- Concern with recessed entrances which appear between the two (2) garages
- Safety feature of allowing residents to drive directly into their attached garages off

Chamberlain Way

- Garages in the rear would require another drive behind the units affecting drainage and increasing the amount of impervious surface
- Inability to access the ground from the rear of the units as designed
- Project is identical to Brattin Woods which is occupied 100% of the time
- Brattin Woods has more trees and brush in the rear
- Developer will share in the cost of snow removal and maintenance of Chamberlain Way
- Possibility of constructing steps from the deck down to the ground in the rear to develop a common area
- Cost of approximately \$3,000-\$4,000 per unit to install a sliding glass door in the rear to access the back as it would require a change to the foundation
- Belief a family with small children would appreciate the large size of the protected area in the rear
- Portion of the driveway access goes onto the right of way
- Fate of the development in the event the 100-year lease agreement is not renewed
- Inquiry if Chamberlain Way can be used for guest parking
- Setback requirement from the building from the road is 25 feet
- Fifty (50) feet is required for the rear setback which precludes moving the building to the north
- Narrowest distance between the building and the road is approximately 40-45 feet
- Concern the project is not harmonious with the intended character of the general vicinity as required by the Review Criteria #3 contained in Section 86-126
- Adjacent users on Chamberlain Way have already approved use of the road
- Property is adjacent to Lake Lansing which provides opportunity for outdoor living
- Applicant walked the neighborhood which faces the area and shared the proposed design
- Applicant also apprised the neighbors with the date and time of this meeting
- Neighbors who face the proposed project were positive about the design
- Concern the project is insular in a beautiful area
- Design discourages mingling between neighbors

ROLL CALL VOTE: YEAS: Commissioners Deits, Hildebrandt, Honicky, Ianni, Salehi,
Scott-Craig, Van Covering, Chair Jackson

NAYS: Commissioner Cordill

Motion carried 8-1.

8. Other Business

A. Comment on the City of Williamston 2014 Master Plan Update

Principal Planner Oranchak summarized the letter from the City of Williamston relative to its draft of the 2014 Master Plan Update.

Planning Commission discussion:

- Commissioner belief the City of Williamston utilized information contained in the sustainability tool kit in the update its Master Plan
- City of Williamston worked with McKenna & Associates out of Northville
- Suggestion to collect several Master Plans for review
- Suggestion for individual Commissioner review of Williamston's Master Plan Update
- Suggestion to provide comments to staff by October 8th for compilation prior to discussion at the October 13th Planning Commission meeting

B. Amendment to the Planning Commission's Meeting Schedule

Commissioner Scott-Craig moved [and read into the record] NOW THEREFORE BE IT RESOLVED THAT THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby revises the 2014 meeting schedule by adding a work session on Monday, October 6, 2014. Seconded by Commissioner Hildebrandt.

Planning Commission discussion:

- Work session will be televised and subsequently available for review
- Work session this evening will discuss the distribution of chapters contained in Meridian Township's current master plan to be reviewed

ROLL CALL VOTE: YEAS: Commissioners Cordill, Deits, Hildebrandt, Honicky, Ianni, Salehi, Scott-Craig, Van Covering, Chair Jackson

NAYS: None

Motion carried unanimously.

10. Township Board, Planning Commission officer, committee chair, and staff comment or reports

Commissioner Salehi inquired about earlier public comment regarding a general review of the Planning Commission's bylaws.

Principal Planner Oranchak responded it will be on a future agenda, noting staff will provide information on the earlier discussion.

Commissioner Scott-Craig reported his attendance last week at the program titled "The Future of Plug-in Electric Vehicles for Michigan's Capital Region" sponsored by the Greater Lansing Area Clean Cities. He noted the meeting contained information apropos for the forthcoming discussion on Meridian Township's Master Plan.

Commissioner Scott-Craig announced Tri-County Regional Planning Commission's (TCRPC) Regional 2014 Transportation Plan public forums, the closest one to be held at the Lansing Center on Thursday, September 25th at 7:00 PM. He addressed the types of survey for the Master Plan, noting the City of East Lansing is just commencing its Citizen Survey consisting of 25 questions. He reminded fellow Commissioners of the public hearing on October 27th to address the response after 63 days to the Township's Master Plan Goals and Objectives and the resulting input.

Principal Planner Oranchak clarified that after the public hearing, the Planning Commission can send the update to the Board as an amendment to the current Master Plan.

Chair Jackson inquired about the date of the bus tour sponsored by TCRPC.

Commissioner Scott-Craig believed the bus tour will be held sometime mid-October, and will provide that date in the near future.

10. New applications (None)

11. Site plans received

- A. Site Plan Review #14-10 (Aldi Inc.), request to construct a MUPUD consisting of an approximate 17,000 square foot commercial building (Aldi) and an approximate 26,000 square foot apartment building (21 units) at 5155 Marsh Road.

12. Site plans approved (None)

13. Public remarks

Chair Jackson opened and closed public remarks.

14. Adjournment

Chair Jackson adjourned the regular meeting at 8:34 P.M.

Respectfully Submitted,

Sandra K. Otto
Recording Secretary