

**CHARTER TOWNSHIP OF MERIDIAN  
PLANNING COMMISSION  
REGULAR MEETING MINUTES  
May 20, 2013**

**APPROVED**

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

PRESENT: Commissioners Cordill, Deits, Ianni, Jackson, Norkin, Salehi, Scott-Craig  
ABSENT: Commissioners Hildebrandt, Honicky  
STAFF: Principal Planner Gail Oranchak

**1. Call meeting to order**

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

**2. Approval of agenda**

**Commissioner Scott-Craig moved to approve the agenda. Seconded by Commissioner Ianni.**

VOICE VOTE: Motion carried 7-0.

**3. Approval of Minutes (None)**

**4. Public Remarks**

Chair Jackson opened the floor for public remarks.

William J. Cleary, 1896 Danbury East, Okemos, spoke in support of Special Use Permit #13-88231 (St. Martha Church).

Leonard Provencher, 5824 Buena Parkway, Haslett, requested the standards contained in Chapter 86-760 (Bicycle Parking) be applied to the subject site of Special Use Permit #13-88231 (St. Martha Church).

Chair Jackson closed public remarks.

**5. Communications (None)**

**6. Public hearings (None)**

**7. Unfinished Business**

- A. Special Use Permit #13-88231 (St. Martha Church), request to amend SUP #88231 to expand the use as a religious institution in a residential district and increase building size

Principal Planner Oranchak summarized the special use permit as outlined in staff memorandum dated May 16, 2013.

**Commissioner Norkin 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 #13-88231 (St. Martha) with the following conditions:**

- 1. Approval is granted based on the site plans dated received April 30, 2013 and floor plans dated received April 29, 2013 prepared by Fitzgerald Henne & Associates and Mayotte Group Architects, subject to revisions as required.**
- 2. Approval is subject to the applicant receiving Township Board approval to construct a**

- group of buildings greater than 25,000 square feet in gross floor area.**
- 3. The applicant is encouraged to submit an application to combine the three parcels into one, subject to review and approval by the Director of Community Planning and Development.**
  - 4. The final site plan and landscape plan shall be subject to the approval of the Director of Community Planning and Development.**
  - 5. Dimensioned elevations of all sides of the building shall be provided with the site plan application to determine the possible need for a building height variance.**
  - 6. A plan shall be submitted clearly indicating all trees to be preserved on the subject site in the vicinity of the proposed construction. If deemed necessary by the Director of Community Planning and Development, the trees shall be properly protected prior to the commencement of grading or construction activities related to the proposed project. Tree protection shall be provided as outlined in Section 22-179 of the Code of Ordinances.**
  - 7. The applicant shall receive a variance from the Zoning Board of Appeals to allow the parking area and access drive along the north side of the building to encroach into the required 40-foot setback or redesign the parking and access drive to comply with the setback for a non-residential parking lot adjacent to undeveloped residentially zoned land.**
  - 8. Trash and recycling dumpsters installed on the site shall be enclosed on four sides; the enclosure(s) shall be constructed of materials to match the building. Solid walls or fencing shall be no more than six feet in height unless the Zoning Board of Appeals grants the necessary height variance.**
  - 9. 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. Streetlights shall not exceed 15 feet in height. LED lighting shall be used where feasible.**
  - 10. Debris resulting from clearing, grading, or construction activities related to the proposed project shall be removed from the site and shall be properly disposed.**
  - 11. The landscape plan shall be in compliance with all applicable sections of the Code of Ordinances pertaining to landscaping and is subject to the approval of the Director of Community Planning and Development.**
  - 12. 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.**
  - 13. The applicant shall obtain all necessary permits, licenses, and approvals from the 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.**

- 14. A copy of the information that exists on computer for the project and construction plans shall be provided to the Township Engineering staff in an Auto Cad compatible format.**

**Seconded by Commissioner Scott-Craig.**

Planning Commission, staff and applicant discussion:

- History of police involvement in monitoring safety when religious institutions experience heavy usage and resulting traffic
- Center turn lane was installed by St. Martha in 1989 to eliminate traffic conflict on Grand River Avenue
- Suggestion for the applicant to speak with staff regarding bicycle parking
- Several children currently ride their bicycles to the school and utilize bicycle parking adjacent to the entrance
- Parking space calculation based on the number of seats in the sanctuary and number of classrooms on the site
- Inquiry as to how site coverage is calculated
- Planning Commission does not have the right to deny the applicant the right to request a variance based upon the current plan
- Percentage of impervious surface includes building footprints, paved parking areas and any other concrete

ROLL CALL VOTE: YEAS: Commissioners Cordill, Deits, Ianni, Norkin, Salehi, Scott-Craig, Chair Jackson

NAYS: None

Motion carried 7-0.

**Commissioner Ianni 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 #13-88231 (St. Martha) for a group of buildings greater than 25,000 square feet in gross floor area. Seconded by Commissioner Cordill.**

Planning Commission discussion:

- No traffic issues currently exist for the site

ROLL CALL VOTE: YEAS: Commissioners Cordill, Deits, Ianni, Norkin, Salehi, Scott-Craig, Chair Jackson

NAYS: None

Motion carried 7-0.

**8. Other Business (None)**

**9. Township Board, Planning Commission officer, committee chair, and staff comment or reports (None)**

**10. New applications (None)**

**11. Site plans received (None)**

**12. Site plans approved (None)**

**13. Public remarks**

Chair Jackson opened public remarks.

William J. Cleary, 1896 Danbury East, Okemos, reminded Planning Commissioners there are two (2) ingresses/egresses out of St. Martha and 400 cars do not exit onto Grand River all at one time.

Chair Jackson closed public remarks.

**14. Adjournment**

Chair Jackson adjourned the regular meeting at 7:35 P.M.

Respectfully Submitted,

Sandra K. Otto  
Recording Secretary