

**CHARTER TOWNSHIP OF MERIDIAN
PLANNING COMMISSION
REGULAR MEETING MINUTES
AUGUST 13, 2012**

APPROVED

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

PRESENT: Commissioners Cordill, Deits, Goodale, Hildebrandt, Jackson, Norkin (7:00 P.M.),
Scales, Scott-Craig
ABSENT: Commissioner Honicky
STAFF: Principal Planner Gail Oranchak

1. Call meeting to order

Chair Deits called the regular meeting to order at 6:59 P.M.

2. Approval of agenda

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

VOICE VOTE: Motion carried 7-0.

3. Approval of Minutes

Commissioner Scales moved to approve the Regular Meeting Minutes of July 23, 2012. Seconded by Commissioner Scott-Craig.

VOICE VOTE: Motion carried 8-0.

4. Public Remarks

Chair Deits opened the floor for public remarks.

Michael Leon, 4890 Chipping Camden Lane, Okemos, offered several suggestions to MUPUD #12024 (Douglas J), as he believed this is the community's one chance to have input on a sense of place making for the downtown Okemos area. He expressed concern with "unnecessary" Township Board changes to the urban services boundary (USB) and believed the boundary as proposed by the Board is out of character with the intended uses of neighborhoods.

Lynn Ochberg, 4383 Maumee, Okemos, requested the Planning Commission reaffirm its original recommendations on the USB portion of amendments to the Master Plan. She indicated changes by the majority of Board members were made without any reference to the ten criteria recommended by Tri-County Regional Planning Commission's Steering Committee. Ms. Ochberg stated personal preferences should not be the basis of Master Plan Amendments. She asked the Planning Commission to keep in mind the history of the Township when it votes on MUPUD #12024 (Douglas J).

Neil Bowlby, 6020 Beechwood, Haslett, spoke to the USB as a vehicle to keep the Department of Public Works and Engineering from expanding services inside the Township.

Jim McGillicuddy, 5115 Country Drive, Okemos, stated three reasons for Planning Commissioners to go back to its original position on the USB: taxes, environment and growth.

Chair Deits closed public remarks.

5. Communications

- A. Harmony Gmazel, Land Use Planner, Tri-County Regional Planning Commission, 3135 Pine Tree Road, Suite 2C, Lansing; RE: CR #12053 (Planning Commission)
- B. Michael Fielek, Planning Commission Chair, Williamstown Township, 4990 Zimmer Road, Williamson; RE: CR #12053 (Planning Commission)
- C. Laura Rose Ashley, 1931 Yuma Trail, Okemos; RE: MUPUD #12024
- D. Will Tyler White, 2138 Hamilton, Okemos; RE: Comments on MUPUD #12024 and SUP #12051
- E. Ned Krouse, 5413 Meridian Road, Haslett; RE: Support for retaining the wording of the original from the 1993 Master Plan
- F. Pam Fraker, 351 W. Newman Road, Okemos; RE: Support for reducing urban sprawl and maintaining the Township's rural areas

6. Public hearings

- A. Commission Review #12053 (Planning Commission), 2005 Master Plan amendments
Chair Deits opened the public hearing at 7:18 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 commission review as outlined in staff memorandum dated August 9, 2012.

- Public
Neil Bowlby, 6020 Beechwood Drive, Haslett, addressed the four general areas of difference between the Planning Commission recommendation and the Township authorized map for distribution. He believed the Board's decision to exclude the portion near Lake Lansing as part of the county park made sense. Mr. Bowlby noted Board inclusion of the area on Shoemith Road is a "toss up" as people on that road can connect to the sewer. He spoke to the portions of the Township in the south end that the Board included, stating Board rationale for those areas was they were already developed and had homes on those parcels. Mr. Bowlby spoke to the process in the County's point of sale program. He indicated since there is language in the Implementation Chapter to allow citizens to petition the Township for moving the USB, he requested the Planning Commission once again recommend its original delineation of the USB to the Board.

- Planning Commission discussion:
Commissioner Scott-Craig inquired if there was anything the Planning Commission could do to change the version sent for distribution by the Township Board.

Principal Planner Oranchak answered the Planning Commission can amend the Board's version of the USB, but according to the Michigan Planning Enabling Act, the Board can be the ultimate decision maker on the amendment if they so choose.

Commissioner Scales inquired as to why this is back before the Planning Commission, as he believed it an exercise in futility.

Principal Planner Oranchak responded this action is a required step in the process as established by the Michigan Planning Enabling Act.

Commissioner Scales inquired if there are any pay-back districts for the extension of services within the boundary.

Principal Planner Oranchak responded she was not aware of any.

Commissioner Scales asked if the Board sought legal advice to see if the Township was creating a liability problem based on any payback agreements. He asked if the Township Attorney wrote a legal opinion on this issue.

Principal Planner Oranchak responded she was not aware of one.

Commissioner Jackson requested clarification if an USB was defined as a specific line and an urban services district was land west of the boundary.

Principal Planner Oranchak responded in the affirmative.

Commissioner Cordill inquired if there was value in revisiting the differences between the two boundaries.

Commissioner Hildebrandt believed there was great value in revisiting the differences. She believed the boundary at the south end of the Township as drawn by the Board is fiscally irresponsible.

Commissioner Cordill inquired if there are special assessments for land located within the boundary but not receiving public utilities.

Principal Planner Oranchak responded she would need to research the question as it is her understanding the property owner pays for the extension of the public utility. She added when a property owner or developer constructs the system, they receive a return when other land owners hook up to that system.

Commissioner Goodale reiterated his opposition to the Board approved USB, stating that extension defeats the very purpose of the boundary (i.e., staged growth) and opens up portions of the Township to development. He expressed concern with maintenance of additional sewer lines, noting previous comment from staff regarding the Township's inability to follow its own sewer maintenance schedule.

Chair Deits asked staff to recommend a mechanism to implement the comment from Williamstown Township.

Principal Planner Oranchak stated an additional criterion could be added to the Township's policy for modifying the USB contained in the Infrastructure Chapter.

Chair Deits inquired if this should be added before the Planning Commission moves forward with the Master Plan amendments.

Principal Planner Oranchak added modification of the boundary is an amendment to the Master Plan and part of the amendment process is to send out notification to surrounding communities for comment. She added the current process allows for notification. Ms. Oranchak stated taking comments into account is also part of the amendment process.

Commissioner Jackson noted the process for changing the boundary is similar to the process currently underway. She believed the request from Williamstown Township is already built into the process.

Chair Deits stated, as the Planning Commission representative to the Board, he tried hard to make the point that modifying the USB before a policy was set as to how to modify the USB was "bad government." He spoke to the inclusion of area on Van Atta Road as a piece of

arbitrary spot zoning done without due consideration. He spoke to entertaining a motion by the Planning Commission which requests the Board rescind their previous boundary revisions and return any proposed revisions to the Planning Commission for review under the criteria established by TCRPC.

Commissioner Norkin requested the Planning Commission Chair represent the Planning Commission's viewpoint at the Township Board meeting when they discuss this issue and ask the Board to provide rationale for its decision.

Commissioner Hildebrandt read three (3) of the ten (10) criteria which she believed the Board did not consider when it made amendments to the boundary.

Commissioner Scales requested information on any legal ramifications with any outstanding payback agreements.

Commissioner Scott-Craig suggested all nine Planning Commissioners attend the Board meeting where the urban services district will be discussed.

Chair Deits closed the public hearing at 7:47 P.M.

- B. Mixed Use Planned Unit Development #12024 (Douglas J), request to develop a 1.5 acre site with two buildings located on the northwest corner of Okemos and Hamilton Roads

Chair Deits opened the public hearing at 7:47 P.M.

- Summary of subject matter
Principal Planner Oranchak summarized the special use permit request as outlined in staff memoranda dated August 8, 2012.
- Applicant
Ryan Henry, Kincaid Henry Group, 318 University Drive, East Lansing, addressed a suggestion from the last meeting to develop an additional building where parking is currently designated. He added there are no current plans at this time, but could be discussed in the future. Mr. Henry noted that in response to comments regarding bicycle racks, plans were revised to include one in front of both the mixed use building and the Douglas J building.

Mr. Henry noted that although his company attempted several configurations, the current large trees located in the proposed parking lot area could not be saved due to grade changes. In response to earlier comments regarding the Traveler's Club and the Smiley House, he stated his intent is to reclaim building materials (brick) from the Traveler's Club and reuse timber, lap board and flooring in the proposed development.

Mr. Henry responded to comments about parking along Okemos Road by noting he is amenable to either increasing the setback or placement of a green screen along Okemos Road. He stated he can also reduce the size of the parking spaces themselves to diminish the size of the parking lot overall.

- Public
Will Tyler White, 2142-1/2 Hamilton Road, Okemos, spoke to two trees on the property which are at least 120 years old and suggested the project be built around them for preservation purposes.

He spoke to the DDA Integrated Site Plan and requested Planning Commissioners read the plan. Mr. White stated it is good to preserve the past while improving for the future and recommended the non-profit Meridian Arts and Culture Alliance operate the old Tuba Museum as a teaching restaurant and a brew pub.

Mr. White believed a better scenario is for all parties to work together to guide development on both sides of the Okemos/Hamilton Road intersection as a cohesive unit. He noted it is irresponsible and shortsighted for the Meridian Economic Development Corporation (EDC) and the DDA not to look at how the proposed development fits into both the Integrated Site Plan and the Development and Tax Increment Finance Plan. Mr. White added that if the process is slowed down, Douglas J will be allowed the opportunity to follow their original plan and develop across the street next to their current building. He indicated the DDA's walkability audit will transpire tomorrow and those recommendations regarding walkability will be beneficial.

Doris Schwartz, 2209 Kent Street, Okemos, expressed appreciation for the type of neighbor Douglas J has been. She believed if residents of the Cedar Bend Heights Heritage Neighborhood were concerned with this project, they would have attended tonight's meeting. Ms. Schwartz stated the proposed project captures the feeling that it is a pleasant place to walk to, well landscaped and well laid out. She believed the proposed parking along Okemos Road feels "suburban mallish" in nature and needs further examination. Ms. Swartz expressed concern the project relies on Ardmore and Methodist Streets as part of Douglas J's ingress and egress plan. She believed portions of Ardmore and Methodist Streets are almost "unpaved country lanes" and a community problem which needs to be addressed in the near future.

- Planning Commission discussion:

Commissioner Cordill inquired if Ardmore and Methodist Streets are local roads. She also asked if the Ingham County Department of Transportation and Roads (ICDTR) has jurisdiction over both Hamilton and Okemos Roads.

Principal Planner Oranchak responded ICDTR has jurisdiction over all the aforementioned roads. She noted street classification determines how it is maintained, indicating the Township must provide a certain percentage of the cost to repave local roads. Ms. Oranchak stated this is sometimes accomplished through assessments districts at the behest of local property owners.

Commissioner Cordill wondered if such a scenario could play out for Ardmore and Methodist Streets.

Principal Planner Oranchak indicated staff will monitor how this scenario plays out.

Commissioner Hildebrandt asked the applicant's representative to point out the location of two large trees within the drive off Hamilton Road.

Jamerson Ries, Kebs, Inc., 2116 Haslett Road, Haslett, noted the trees are in the drive aisles, not in parking spaces. He added the drive is being lowered approximately five (5) feet in grade elevation to access off Hamilton Road.

Commissioner Norkin urged the applicant to find a way to save the two large canopy trees, as he believed retaining those trees would add tremendous value to Douglas J's investment. He concurred with earlier public comment that Ardmore Street is falling apart and needs to be torn out and repaved. Commissioner Norkin encouraged the applicant to heed the concern of

the Township's traffic consultant relative to a left turn off Okemos Road onto Methodist Street. He noted there is continued concern with traffic flow through the "quad."

Principal Planner Oranchak clarified the traffic consultant stated there would be an increase in the number of turns and drivers would find alternate routes.

Commissioner Norkin noted the significant level of financial risk Douglas J is undertaking in developing such a large piece of property in the four (4) corners of downtown Okemos. He believed Planning Commissioners should not pass up this opportunity as the area has been stagnant for the last 10-15 years.

Commissioner Jackson acknowledged the drive off Okemos Road has been closed in the proposed design and inquired if the entrance in the middle of the development has been approved by the ICDTR.

Mr. Henry responded the development has been reviewed by the ICDTR and no objection was raised.

Principal Planner reminded Commissioners there was a proposed drive in the application for a previous project at this location and ICDTR's only comment was that it did not want an access drive on Okemos Road.

Commissioner Jackson asked if all sight distances and sight triangles had been addressed.

Principal Planner Oranchak responded the traffic consultant looked at those issues as part of his site plan review and he did not offer that as an area of concern.

Commissioner Hildebrandt requested documentation that the ICDTR has no objection to the access from Hamilton Road and noted her preference to have the stores on the corner and Douglas J located to the west. She noted at least three (3) issues which needed resolution before she is comfortable voting on this project.

Mr. Henry indicated he received an e-mail from Franco Llinas with the ICDTR which was sent to both Township staff and his company today which detailed comments on the project. He noted his plans to attend the walkability audit, while pointing out the project has been designed according to complete streets design standards.

Commissioner Scales expressed appreciation to the applicant for the work which has gone into the project. He requested further explanation as to why the trees in the parking area could not be kept.

Mr. Ries pointed on the site plan to the location of three (3) larger trees on the property, citing the major problem being the five (5) foot to seven (7) foot grade change. He noted that once that grade is lowered, the roots will be drawn up. Mr. Ries indicated the "problem" is how high they are in comparison to how low they need to be, and what predicates that is the elevation change in the entryway from intersection to intersection which is approximately seven (7) feet. He stated the applicant is attempting to connect the series of building and development so there is a relationship which allows for walkability and the ability to create pocket seating, etc. along the two (2) streets.

Mr. Henry added while it was a goal of his company to keep the trees, that is not a possibility given all the demands of the project on a dense site and meeting the MUPUD application requirements.

Commissioner Scales inquired if the applicant bore any responsibility in the notification process.

Principal Planner Oranchak indicated the notification process is the responsibility of the Township. She noted the apartments over businesses in the four corners of the intersection of Okemos and Hamilton Roads are now in the database, although some of the notices came back from the post office.

Commissioner Scales indicated he felt comfortable voting on this proposed development at tonight's meeting.

Commissioner Cordill believed a green screen for the parking area along Okemos Road would satisfy her concern relative to the parking. She expressed some concern with losing a certain scale of development in the area, while acknowledging it is an investment in the downtown Okemos area which will bring favorable results.

Commissioner Scott-Craig inquired if there would be adequate parking available given the dynamics of the employees, clientele, and tenants.

Mr. Ries responded there are 133 parking spaces which consists of a certain percentage on the Douglas J facility, and the remainder come from the Masonic Temple.

Commissioner Scott-Craig acknowledged that by moving the business across the street, 78 parking spaces would be added to accommodate the tenants of the 12 apartments in the new building and patrons of new businesses located in the MUPUD. He noted the applicant had stated the current building will become the corporate headquarters for the corporation and 30-50 full-time employees will be moving there. Commissioner Scott-Craig believed that, given these numbers, the parking will be very "tight." He suggested, given earlier public comments about potential parking on contiguous property and along Ardmore and Methodist Streets, it would be in the applicant's best interest to reexamine the parking issue.

Mr. Ries responded that approximately 50% of the initial time spent on the project dealt with the parking need and demand. He noted the applicant demonstrated this project, per Township ordinance, requires 224 parking spots, and they are only deficient 13 parking spaces. Mr. Ries added that number does not take into account the mixed use factor, where people living in the apartments would be gone during the day, Douglas J employees live in the apartments, downtown patrons, etc. He reminded Commissioners that corporate hours are spread over the 16 hour period, and not all 30 employees would be present at the same time.

Commissioner Norkin requested clarification if placing a green screen along Okemos Road would require those parking spaces to be deleted.

Mr. Reis responded the green screen could be placed along Okemos Road while retaining the parking spaces.

Commissioner Norkin inquired if the parking "pressure" for the spaces along Okemos Road would be for employees, and tenants renting commercial space, while the Douglas J clients would be utilizing the spaces next to the Ardmore Building and the use valet parking.

Mr. Henry responded that staffers for the Douglas J Salon and Spa will park across the street so that all spaces will be available for guests.

Commissioner Norkin asked where cars utilizing valet service would be parked.

Mr. Henry responded staff would park the cars of guests utilizing the valet service at the existing Douglas J. Spa location.

Commissioner Hildebrandt expressed continued concern with both spa staff and valet staff walking across Hamilton Road at the site of the proposed new driveway. She inquired if there was a crosswalk at the corner of Ardmore and Hamilton Roads.

Mr. Henry responded there is no crosswalk at that corner.

Chair Deits asked if the owners of Douglas J would be amenable to having the employees of the businesses within the MUPUD building use the parking lots across the street.

Mr. Henry responded he believed the owners who rent space within the MUPUD will require that of their employees. He added such a parking arrangement could be a landlord requirement for business owners who wish to rent retail space.

Commissioner Cordill added that any long term parking should not be in the immediate area being redeveloped, but used for customers.

Chair Deits added he entertained the parking dialogue in an effort to understand the full extent of flexibility available for businesses on that corner.

Commissioner Norkin asked the applicant to walk through their timetable as he believed several Commissioners would like to look at the documentation from the ICDTR prior to voting on this application. He asked how critical a two week delay in voting would be given the size and scope of the project.

Mr. Henry outlined multiple issues as to why the trees cannot be salvaged, as previously mentioned during this public hearing.

Chair Deits indicated his support for the project, citing the environmentally sensitive and aesthetically pleasing design and the benefit to the community. He also indicated he would be comfortable if the Planning Commission made the decision or if the applicant reviewed the issues of tree preservation, the entrance off Hamilton Road and the parking when the proposal goes before the Board for its deliberations.

Mr. Henry reiterated he is planning on attending the walkability audit as he is interested in the results and will attempt to implement any good ideas brought forth.

Chair Deits acknowledge his sympathy with Mr. White's dilemma and agreed with the statement that the project originally proposed for this corner did appear to meet the goals of the DDA to a greater extent than the current proposal before the Planning Commission. He noted the DDA is a quasi-autonomous organization and its responsibility is to plan, make decisions based on that plan and then act. He believed the DDA may not have had sufficient opportunity to work Mr. White's plan appropriately; however, the DDA has stated the proposal currently before the Planning Commission is consistent with the DDA's plan.

Commissioner Norkin inquired as to any impact if this project is not voted upon this evening.

Principal Planner Oranchak responded a public hearing on this plan is scheduled for the Board's September 4th meeting.

Commissioner Norkin inquired if this proposal is voted upon tonight, could staff be directed to include issues of concern.

Principal Planner Oranchak inquired if it was Commissioner Norkin's intent to add these concerns as a condition of approval.

Chair Deits noted it would need to be part of the resolution, but as advisement to the Board, not a condition.

Commissioner Scales recommended the advisement be a separate communication to the Board and not part of the resolution.

Principal Planner Oranchak indicated that, since this is not typical procedure for the Planning Commission, staff would work out how to formulate the communication between the Planning Commission and the Board.

Commissioner Cordill recommended caution, and suggested sending a very specific tailored list to the Board.

Chair Deits reminded Planning Commissioners this conversation should be held in the context of the resolution, not during the public hearing.

Chair Deits closed the public hearing at 8:57 P.M.

- C. Special Use Permit #12051 (Douglas J), request to construct two buildings totaling more than 25,000 square feet in gross floor area on 1.5 acres located on the northwest corner of Okemos and Hamilton Roads

Chair Deits opened the public hearing at 8:57 P.M.

Principal Planner Oranchak clarified the special use permit request as outlined in staff memorandum dated August 9, 2012.

Chair Deits closed the public hearing at 8:58 P.M.

7. Unfinished Business

- A. Mixed Use Planned Unit Development #12024 (Douglas J), request to develop a 1.5 acre site with two buildings located on the northwest corner of Okemos and Hamilton Roads

Commissioner Jackson moved [and read into the record] NOW THEREFORE BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby recommends approval of Mixed Use Planned Unit Development #12024, subject to the following conditions:

1. **Approval of the mixed use planned unit development design is recommended in accordance with the site plans prepared by KEBS, Inc. and received by the Township on July 2, 2012; building elevations and floor plans prepared by Kincaid Henry Building Group, Inc. received by the Township on July 2, 2012; and the Sign Program prepared by Kincaid Henry and received by the Township on July 2, 2012 . All plans are subject to revisions as required.**
2. **Approval is subject to the following amenities—rain water harvesting and re-use for irrigation and non-potable water inside the Douglas J building, Society of Environmentally Responsible Facilities (SERF) certification, electric car charging stations, sidewalk planters, and fountain(s)—as shown on the Amenities Plan prepared**

- by KEBS, Inc. and received by the Township on July 2, 2012.
3. **Waivers shall be granted based on the submitted site plans for front, side and rear yard setbacks and the amount of impervious surfaces.**
 4. **The project shall be constructed in one phase with both buildings being built simultaneously; or the project may be built in two phases with construction of the use permitted by right in the C-2 (Commercial) district, being the first phase.**
 5. **The character and quality of the building materials and general architectural design of the buildings shall be consistent on all four sides of each building. Building materials shall be substantially consistent with the elevations plans received by the Township on July 2, 2012 subject to approval by the Director of Community Planning and Development.**
 6. **The sign program submitted as part of mixed use planned unit development application and dated received on July 3, 2012 shall be subject to the review and approval of the Director of Community Planning and Development.**
 7. **The final design of the trash and recycling receptacles and enclosures shall be subject to the approval of the Director of Community Planning and Development.**
 8. **The applicant shall work with the Township to determine the design and future maintenance of the Okemos Road pedestrian-bicycle pathway and the Hamilton Road sidewalk, subject to the approval of the Director of Community Planning and Development and the Director of Public Works and Engineering.**
 9. **Sidewalks on Ardmore Avenue and Methodist Street shall be at least five feet in width and constructed in accordance with the standards of the Department of Public Works and Engineering.**
 10. **The parking lot shall be designed in accordance with the requirements of Section 86-756 Design and Construction Requirements.**
 11. **The applicant shall receive the necessary variance from the Zoning Board of Appeals to deviate from the standard parking space dimensions of Section 86-756 of the Code of Ordinances.**
 12. **Site accessories such as railings, benches, trash receptacles, exterior lighting fixtures, and/or bicycle racks shall be of commercial quality, and complement the building design and style. Final design and location shall be subject to the Director of Community Planning and Development.**
 13. **Any future building additions or expansions to the buildings shall require modification to the mixed use planned unit development and special use permit subject to the approval of the Township Board.**
 14. **Bicycle parking shall be provided in accordance with the requirements of Section 86-760.**
 15. **All existing debris found on the subject site as a result of clearing, grading, or construction activities related to the proposed project shall be removed from the site and shall be properly disposed.**

16. **Prior to issuance of any permit for construction activity including grading permits, the underground storage tank for heating oil shall be properly abandoned and removed from the site in pursuant to the requirements of the State of Michigan, Ingham County and Township.**
17. **Prior to issuance of any permit for construction activity including grading permits, any wellhead(s) located on the site shall be properly closed and abandoned pursuant to the requirements of the Ingham County Health Department and the Township.**
18. **The location, species and size of street trees to be installed on street frontages shall be subject to the approval of the Director of Community Planning and Development.**
19. **Landscaping shall generally comply with the provisions of the Code of Ordinances including the Mixed Use Planned Unit Development standards outlined in Section 86-440(d)(4) and other applicable sections of the Ordinance pertaining to landscaping.**
20. **Site and building lighting shall comply with Article VII in Section 38 of the Code of Ordinances and shall be subject to the approval of the Director of Community Planning and Development. Parking lot lighting shall not exceed 15 feet in height. LED lighting shall be used where feasible.**
21. **All mechanical, heating, ventilation, air conditioning, and similar systems shall be screened from view by an opaque structure or landscape material (if at street level) selected to complement the building. Such screening is subject to approval by the Director of Community Planning and Development.**
22. **The applicant shall obtain all necessary permits, licenses, and approvals from the Ingham County Department of Transportation and Roads, Ingham County Drain Commissioner, and the Township. Copies of all permits and approval letters shall be submitted to the Department of Community Planning and Development.**
23. **The utility, grading and storm drainage plans 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.**
24. **A copy of the site plan information that exists in a computer format for the development project and construction plans shall be provided to the Township Engineering staff in an Auto Cad compatible format.**

Seconded by Commissioner Scales.

Chair Deits offered the following friendly amendment:

- **Amend condition #16 by deleting “in” after “site”**

The amendment was accepted by the maker.

Commissioner Scott-Craig offered the following friendly amendment:

- **Amend condition #12 by inserting “approval of the” after “subject to the”**

The amendment was accepted by the maker.

Chair Deits offered the following amendment:

- **Add condition #25 to read: Screening landscaping shall be placed on the east side of the parking lot along Okemos Road, adjusting parking space sizes as required, if feasible, in consultation with the Director of Community Planning and Development.**

Seconded by Commissioner Cordill.

Planning Commission and staff discussion:

- Possible need to specify height
- E-mail from the ICDTR noted that any trees planted in the right-of-way shall be according to the ICDTR's tree planting policy
- E-mail did not contain any mention of a problem with the Hamilton Road entrance

VOICE VOTE: Motion carried 8-0.

Continued Planning Commission and staff discussion:

- Change in dimensions of parking spaces other than stipulated in the zoning ordinance would require a variance from the Zoning Board of Appeals

ROLL CALL VOTE: YEAS: Commissioners Cordill, Goodale, Norkin, Scales, Scott-Craig,
Vice-Chair Jackson, Chair Deits

NAYS: Commissioner Hildebrandt

Motion carried 7-1.

Commissioner Scales moved to suspend Planning Commission Bylaw 6.4 to consider Special Use Permit #12051 the same night as the public hearing. Seconded by Commissioner Jackson.

Planning Commission discussion:

- Need for the Planning Commission to have information regarding the Hamilton Road ingress and egress and the walkability audit prior to the vote
- Two-week delay would not alter the Board's schedule for a public hearing on September 4th
- Concern that, due to attendance, different issues are brought forth each time the applicant comes before the Planning Commission
- Sufficient checks and balances contained in the process to deal with stated concerns
- Delaying action until the results of the walkability audit is unnecessary in light of the applicant's adherence to the complete streets principles
- Large part of deciding how downtown Okemos will look is walkability and place making
- Applicant's willingness to adhere to the results of the walkability audit
- Formal results from the walkability audit may not come for several months

VOICE VOTE: Motion carried 6-2 (Hildebrandt, Norkin).

- B. Special Use Permit #12051 (Douglas J), request to construct two buildings totaling more than 25,000 square feet in gross floor area on 1.5 acres located on the northwest corner of Okemos and Hamilton Roads

Commissioner Scales 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 #12051 (Douglas J) to

construct two buildings totaling more than 25,000 square feet in gross floor area subject to the following conditions:

- 1. Approval of the special use permit is recommended in accordance with the site plans prepared by KEBS, Inc. and received by the Township on July 2, 2012; building elevations and floor plans prepared by Kincaid Henry Building Group, Inc. received by the Township on July 2, 2012; and the Sign Program prepared by Kincaid Henry and received by the Township on July 2, 2012. All plans are subject to revisions as required.**
- 2. Special Use Permit #12051 is subject to all conditions placed on Mixed Use Planned Unit Development #12024 (Douglas J) by the Township.**

Seconded by Commissioner Jackson.

Planning Commission discussion:

- Inclusion of a requirement that tenants park across the street at the current Douglas J location
- Walkability audit will be conducted by a nationally known expert
- Presentation on the walkability audit will be conducted in the Meridian Activity Center at 1:30 P.M. tomorrow
- Views on the project being harmonious and appropriate with the existing and potential future uses have several subjective sides
- Preference for the Township to embrace the 1960-1970's style of classical modernism as displayed by the bank
- Proposed project is based on Frank Lloyd Wright's 1960's modernism

Commissioner Norkin offered the following amendment:

- **Add condition #3 to read: The applicant shall require commercial tenants on the first floor of the mixed use building and their employees to park staff vehicles at the Douglas J facility at 4663 Ardmore Avenue, in accordance with ADA standards.**

Seconded by Commissioner Jackson.

Planning Commission discussion:

- Concern this amendment ties employee parking to 4663 Ardmore Avenue which may one day be sold
- Future parking configuration in downtown Okemos may change
- Reminder that normal parking requirements for this project are being waived
- Must take into account public comments regarding parking along Ardmore and Methodist Streets and at the Ardmore Building

ROLL CALL VOTE: YEAS: Commissioners Cordill, Goodale, Norkin, Scott-Craig, Vice-Chair Jackson, Chair Deits

NAYS: Commissioner Hildebrandt, Scales

Motion carried 6-2.

ROLL CALL VOTE ON THE MAIN MOTION: YEAS: Commissioners Cordill, Goodale, Norkin, Scales, Scott-Craig, Vice-Chair Jackson, Chair Deits

NAYS: Commissioner Hildebrandt

Motion carried 7-1.

- C. Special Use Permit #12031 (Public Works & Engineering), a request to work in the 100-year floodplain to construct an off-road pedestrian/bicycle pathway from Old Raby Road to the

Interurban Pathway. The subject site is located east of Bayonne Avenue and south of Haslett Road

- D. Wetland Use Permit #12-05 (Public Works & Engineering), a request to impact wetlands to construct an off-road pedestrian/bicycle pathway from Old Raby Road to the Interurban Pathway. The subject site is located east of Bayonne Avenue and south of Haslett Road

Principal Planner Oranchak summarized the special use permit and wetland use permit requests as outlined in staff memoranda dated August 8, 2012.

Commissioner Scott-Craig 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 #12031 subject to the following conditions:

- 1. Approval is subject to the plan prepared by the Department of Public Works & Engineering dated June 7, 2011, and the associated materials submitted as part of Special Use Permit #12031, subject to revisions as required.**
- 2. The applicant shall obtain any applicable permits, licenses, and approvals from the Township and the Michigan Department of Environmental Quality (MDEQ) prior to any work taking place on the site. Copies of all permits, licenses, and approvals shall be submitted to the Department of Community Planning and Development.**
- 3. In no case shall the impoundment capacity of the floodway fringe be reduced.**
- 4. Fill placed in the floodplain as part of the project shall be protected against erosion.**
- 5. The final design and location of the compensating cut area shall be subject to the review and approval of the Director of Community Planning and Development.**
- 6. The applicant shall properly dispose of all excess materials from the compensating cut areas to an off-site location subject to the approval of the Director of Community Planning and Development.**
- 7. The disposed materials at the off-site location shall be protected from erosion and re-seeded subject to the approval of the Director of Community Planning and Development.**

Seconded by Commissioner Norkin.

ROLL CALL VOTE: YEAS: Commissioners Cordill, Goodale, Hildebrandt, Norkin, Scales, Scott-Craig, Vice-Chair Jackson, Chair Deits

NAYS: None

Motion carried 8-0.

Commissioner Cordill moved [and read into the record] NOW THEREFORE, BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN, pursuant to Article 4 of Section 22 of the Township Code of Ordinances, hereby approves Wetland Use Permit #12-05 with the following conditions:

1. Approval is based upon the plans prepared by the Department of Public Works & Engineering, dated June 7, 2011, as well as the documents and materials submitted by the applicant in conjunction with Wetland Use Permit #12-05, subject to revisions as required.
2. The applicant shall obtain all necessary permits, licenses and approvals from the Michigan Department of Environmental Quality (MDEQ) and the Township prior to any work taking place. Copies of all permits, licenses and approvals shall be submitted to the Department of Community Planning & Development.
3. No straw bales shall be used for erosion control, unless in conjunction with sediment erosion control fencing.
4. Prior to construction, erosion control fencing shall be installed to prevent sedimentation from infiltrating into the wetlands. The erosion control fencing shall be maintained throughout the duration of the project and shall be removed after construction is completed and the area is stabilized.
5. No work shall take place within wetlands (temporary or permanent) beyond the proposed excavation and fill for construction of an 8-foot wide asphalt pathway and mitigation.
6. Spoils shall be hauled and disposed of at an acceptable offsite location.
7. A detailed mitigation plan shall be provided for review and approval prior to commencement of construction activities. At a minimum, the mitigation plan shall include the following:
 - A mitigation ratio of 2:1 (0.176 acres) for forested wetland impacts
 - Cross section and profile
 - Detailed planting plan, including species type and number
 - Anticipated hydrologic conditions
8. Mitigation monitoring and reporting shall be submitted for review to the Department of Community Planning & Development for a minimum of five (5) years following construction of the mitigation wetland.
9. A copy of the approved wetland use permit containing the conditions of issuance shall be posted in a conspicuous manner such that the wording of the permit is available for public inspection and the posting shall remain in place throughout the duration of the project.
10. Upon completion of construction, the applicant shall contact the Department of Community Planning & Development for an inspection of the site to ensure compliance with the permit.

Seconded by Commissioner Scott-Craig.

ROLL CALL VOTE: YEAS: Commissioners Cordill, Goodale, Hildebrandt, Norkin, Scales, Scott-Craig, Vice-Chair Jackson, Chair Deits

NAYS: None

Motion carried 8-0.

8. Other Business (None)

- 9. Township Board, Planning Commission officer, committee chair, and staff comment or reports**
Commissioner Jackson inquired as to the availability of copies of the DDA integrated plan for Planning Commission members.

Principal Planner Oranchak was unsure if the DDA formally adopted its plan, but would provide copies of the plan as created for the DDA.

Chair Deits suggested members of the DDA be invited to attend a Planning Commission meeting to discuss their vision for the downtown Okemos area and requested staff facilitate that invitation.

Chair Deits spoke to the defeat of the rezoning for property located at 4133 Okemos Road which referendum was placed on the August 7th Primary Election ballot.

Commissioner Scales expressed appreciation to Township residents who participated in the Tuesday, August 7th Primary Election.

10. New applications

- A. Special Use Permit #12171 (Ingham County Transportation and Roads), work in the floodplain to replace the Van Atta Road bridge
- B. Wetland Use Permit #12-06 (Ingham County Transportation and Roads), impacts to wetlands to replace the Van Atta Road bridge
- C. Special Use Permit #12-71031 (Edgewood Village), minor amendment to add a community activity building to the site located at 6213 Towar Garden Circle

11. Site plans received

- A. Site Plan Review #12-06-16 (Edgewood Village), minor amendment to add a community activity building to the site located at 6213 Towar Garden Circle

12. Site plans approved (None)

13. Public remarks

Chair Deits opened public remarks.

Will Tyler White, 2142-½ Hamilton Road, Okemos, spoke to the 2009 DDA integrated development plan as a joint study to establish a community-wide guide book. He hoped development of the downtown Okemos area will work out for the benefit of everyone.

Chair Deits closed public remarks.

14. Adjournment

Chair Deits adjourned the regular meeting at 10:16 P.M.

Respectfully Submitted,

Sandra K. Otto
Recording Secretary