

**CHARTER TOWNSHIP OF MERIDIAN
PLANNING COMMISSION
REGULAR MEETING MINUTES
November 14, 2011**

APPROVED

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

PRESENT: Commissioners Deits, Goodale, Jackson, Scales, Scott-Craig
ABSENT: Commissioners Cordill, Honicky, Norkin
STAFF: Principal Planner Gail Oranchak

1. Call meeting to order

Chair Deits called the regular meeting to order at 7:02 P.M.

2. Approval of agenda

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

VOICE VOTE: Motion carried 5-0.

3. Approval of Minutes

Commissioner Scott-Craig moved to approve the Regular Meeting Minutes of October 24, 2011, the Work Session Meeting Minutes of October 24, 2011 and the Work Session Meeting Minutes of November 7, 2011. Seconded by Commissioner Goodale.

VOICE VOTE: Motion carried 5-0.

4. Public Remarks

Chair Deits opened the floor for public remarks.

Roger DeHoek, Meijer Corporation, 2929 Walker Avenue, Grand Rapids, spoke in support of the revised site plan for SUP #11-70141.

Chair Deits closed public remarks.

5. Communications (None)

6. Public hearings (None)

7. Unfinished Business

A. Special Use Permit #11-70141 (Meijer), request to install a drive-through pharmacy window on the west side of the Meijer store and install a free-standing changing message sign at the Meijer gas station; the site is addressed as 2055 Grand River Avenue.

Principal Planner Oranchak summarized the changes to the proposed site plan for Special Use Permit #11-70141 as outlined in staff memorandum dated November 10, 2011.

Commissioner Scales 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 #11-70141-1 (Meijer, Inc.) with the following conditions:

- 1. Approval is based on the submitted application materials and the plans prepared by Paradigm Design (drive-through pharmacy window), dated received November 7, 2011, and the elevation plan prepared by Valley City Sign (changing message sign) dated received November 4, 2011, subject to revisions as required.**

2. **Merchandise for sale shall not be displayed on the concrete pad to the north and west of the drive-through pharmacy stacking lane.**
3. **Additional landscaping shall be installed along the west side of the drive-through lane to better define and separate vehicles from pedestrians.**
4. **The applicant shall obtain all necessary and applicable permits, licenses, and approvals from the Township prior to any construction on the site. All approval documents shall be submitted to the Department of Community Planning and Development.**
5. **No demolition or construction shall begin until a building permit has been issued and approved by the Director of Community Planning and Development.**

Seconded by Commissioner Scott-Craig.

Chair Deits offered the following friendly amendment:

- **Amend the 3rd Whereas clause after “October 20, 2011” by adding “and November 10, 2011”**

The friendly amendment was accepted by the maker.

Planning Commission discussion:

- Revised plan nicely addresses concerns expressed by Planning Commissioners at their last meeting
- Appreciation that pick-up for materials sold in the garden center is now in the back of the building
- Detectable warning fields are raised surfaces (“bumps”) in the parking lot to alert sight impaired individuals when they are approaching an intersection
- Staff to look at additional height-appropriate landscaping on the west side of the access drive for the drive-through window during site plan review and prior to issuing the building permit
- Inquiry regarding the retention of the 15 minute pharmacy waiting parking spaces currently in front of the pharmacy just north of the west entrance

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

NAYS: None

Motion carried 5-0.

8. Other Business

A. 2012 Planning Commission Meeting Schedule

Commissioner Goodale moved [and read into the record] NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN as follows:

1. **The Planning Commission will meet for regular meetings on certain Mondays, January through December in 2012 in the Town Hall Room of the Meridian Municipal Building, 5151 Marsh Road, Okemos, MI 48864, 517-853-4560.**

2. **The specific dates for meetings are as follows:**

**January 9 - regular meeting
 23 - regular meeting**

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|------------------|--|
| February | 13 - regular meeting 20 - regular meeting |
| March | 12 - regular meeting 26 - regular meeting |
| April | 9 - regular meeting 23 - regular meeting |
| May | 14 - regular meeting 21 - regular meeting |
| June | 11 - regular meeting 25 - regular meeting |
| July | 9 - regular meeting 23 - regular meeting |
| August | 13 - regular meeting 27 - regular meeting |
| September | 10 - regular meeting 24 - regular meeting |
| October | 8 - regular meeting 22 - regular meeting |
| November | 19 - regular meeting 26 - regular meeting |
| December | 10 - regular meeting 17 - regular meeting |

3. **Meetings will begin at approximately 7:00 p.m.**
4. **Special meetings of the Planning Commission may be called pursuant to the applicable statute.**
5. **Regular meetings may be canceled, recessed or postponed by members of the Planning Commission pursuant to the applicable statute.**
6. **A summary of this resolution stating date, place, and time shall be posted in the Meridian Municipal Building within ten (10) days after the first regularly scheduled meeting of the year in accordance with MCL 15.265.**

Seconded by Commissioner Scott-Craig.

Planning Commission discussion:

- Three dates which do not coincide with the regular Planning Commission schedule of the 2nd and 4th Mondays of each month due to conflicts with an election date in February and Township holidays celebrated on May 28th and November 12th

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

NAYS: None

Motion carried 5-0.

B. 2005 Master Plan Update

Chair Deits indicated the Planning Commission has been holding a lengthy series of work sessions to make its first attempt at revisions to the Master Plan. He noted the Planning Commission will forward these revisions to the Township Board for its members to begin the process of amending the Master Plan. He expressed appreciation on behalf of all Planning Commission members to Principal Planner Oranchak for her "heroic" efforts in keeping track of the extensive recommended changes by the Planning Commission.

Commissioner Jackson moved to forward the revised Master Plan: Goals and Objectives and the revised insert to the Future Land Use and Implementation Chapter pertaining to the "Urban Services Boundary" to the Township Board for further action. Seconded by Commissioner Scales.

Planning Commission discussion:

- Staff has provided Commission members with two draft copies: one which contains strikeouts and insertions and another that is a clean copy
- Board will receive a clean copy of the Maser Plan Update accompanied by staff's cover memorandum
- Planning Commission chair has volunteered his availability to the Board on the night it discusses the Planning Commission draft

VOICE VOTE: Motion carried 5-0.

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

10. New applications

- A. Special Use Permit #11-86141 (Mercy Ambulance), a request to operate a satellite facility at 2700 Grand River Avenue

11. Site plans received

- A. Site Plan Review #11-06 (Hop Family LLC), raze existing gas station; reestablish gas station and construct a new building to accommodate a drive-through restaurant and convenience store

12. Site plans approved (None)

13. Public remarks

Chair Deits opened and closed public remarks.

14. Adjournment

Chair Deits adjourned the regular meeting at 7:30 P.M.

Respectfully Submitted,

Sandra K. Otto
Recording Secretary