

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

APPROVED

**September 23, 2019
5151 Marsh Road, Okemos, MI 48864-1198
517-853-4560, Town Hall Room, 7:00 P.M.**

**PRESENT: Commissioners Lane, Scott-Craig, Hendrickson, Trezise, Cordill, and Premoe
ABSENT: Commissioners Richards and Shrewsbury
STAFF: Director of Community Planning & Development Mark Kieselbach, Principal
Planner Peter Menser and Economic Development Director Chris Buck**

1. Call meeting to order

Chair Scott-Craig called the regular meeting to order at 7:02 P.M.

2. Public Remarks - None

3. Approval of Agenda

Commissioner Trezise moved to approve the agenda as written.
Seconded by Commissioner Cordill.
VOICE VOTE: Motion approved unanimously.

4. Approval of Minutes

A. September 9, 2019 Regular Meeting

Commissioner Hendrickson suggested several changes/updates to be made to the minutes.

Commissioner Hendrickson moved to approve the minutes as amended.
Seconded by Commissioner Trezise.
VOICE VOTE: Motion approved unanimously.

5. Communications

Chair Scott-Craig noted the communications listed in the meeting packet and have been reviewed by the Planning Commission.

6. Public Hearings - None

7. Unfinished Business - None

8. Other Business

A. Form based code initiative.

Principal Planner Menser provided an introduction of the memorandum regarding Part 4 of the Draft Form Based Code.

Planning Commission Discussion:

- The Form Based Code District is similar to a zoning overlay district.
- Preference to measure the height of buildings is measured in stories verses feet.
- Residential units at ground level would be 3 feet above grade for privacy from pedestrians. The diagram displayed in the packet on page 14 (diagram A) is not clear regarding the second and third floors and their respective heights.
- Proper location of Side Access Lanes and building setback from the road right-of-way.
- Proposal to remove the provision related to a building footprint maximum of 15,000 square feet. Discussion involved perhaps saying 70% impervious coverage and not the size of the footprint. As written this standard would eliminate future Big Box Stores.
- Clarify terms in the documents as both Single Family Zoning and Single Family Uses are noted.
- The drawings in the Streamlined Avenue Code Draft for Section 86-A page 14 are confusing and inconsistent.
- The uniform build to line should be measured from either the center of the road or edge of curb and not the back of the curb to create consistency with building.
- Focus on rear yard parking and eliminate incentives for side yard parking unless the property is on a side road in the Grand River Avenue Form District.
- Each facade of a commercial building would be required to have an entrance door.
- Principal Planner Menser will redraw the map and make two changes in the Form Based Code District (blue line map) adding Northwind and Dawn Avenue and Park Lake and Grand River (the first two commercial lots).
- The Planning Commission will work on the Commercial District first and then work on the Townhouses and Small Apartments which are in the same district but different category.
- The ordinance created needs to be user friendly.

Principal Planner Menser expressed appreciation for the great in-depth discussion on the complicated policy language.

During the next Planning Commission Meeting on October 14, 2019 Principal Planner Menser will provide a revised summary with edits and noted the Form Based Code District Map will be updated at a later meeting.

A work session is scheduled for any Planning Commissioners who can attend on October 14, 2019 beginning at 6 p.m. to continue working on section 5.

Chair Scott-Craig stated he reached out to Supervisor Styka regarding scheduling a joint meeting with the Township Board to discuss draft ideas before discussing the details and Supervisor Styka said he will get back with him.

9. Reports and Announcements

A. Township Board updates.

Principal Planner Menser provided an update from the September 17, 2019 Township Board meeting and noted the next Township Board meeting will be October 1, 2019.

Principal Planner Menser noted a third public hearing will be added to the October 14, 2019 Planning Commission Agenda.

10. Project Updates

- A. New Applications - None
- B. Site Plans Received - None
- C. Site Plans Approved - None

11. Public Remarks - None

12. Adjournment

Commissioner Hendrickson moved to adjourn the meeting.

Supported by Commissioner Cordill.

VOICE VOTE: Motion carried unanimously.

Chair Scott-Craig adjourned the regular meeting at 9:04 P.M.

Respectfully Submitted,

Debbie Budzynski, Recording Secretary