



**AGENDA**  
CHARTER TOWNSHIP OF MERIDIAN  
PLANNING COMMISSION – REGULAR MEETING  
September 24, 2018 7PM

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1. CALL MEETING TO ORDER
2. PUBLIC REMARKS
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
  - A. September 10, 2018 Regular Meeting
5. COMMUNICATIONS
  - A. Michael W. Casby RE: PUD #18014
6. PUBLIC HEARINGS - NONE
7. UNFINISHED BUSINESS - NONE
8. OTHER BUSINESS
  - A. 2018 Planning Commission goals
    1. Form-based code
    2. Accessory Dwelling Units
    3. Revisions to Zoning Ordinance and Zoning Map
    4. Update Mixed Use Planned Unit Development (MUPUD) ordinance
    5. "Tiny" housing policy options
    6. Training opportunities
    7. Subject matter expert presentations
  - B. 2017 Future Land Use Map review
9. TOWNSHIP BOARD, PLANNING COMMISSION OFFICER, COMMITTEE CHAIR, AND STAFF COMMENTS OR REPORTS
10. PROJECT UPDATES
  - A. New Applications - NONE
  - B. Site Plans Received
    1. Site Plan Review #18-95-14 (Lansing Mart Associates LLC), revisions to parking lot at 2020 Grand River Avenue.
    2. Site Plan Review #06-08 (River Terrace Church), revisions to approved landscape plan at 1509 River Terrace Drive.
  - C. Site Plans Approved - NONE
11. PUBLIC REMARKS
12. ADJOURNMENT
13. POST SCRIPT: KEN LANE

**AGENDA page 2**  
CHARTER TOWNSHIP OF MERIDIAN  
PLANNING COMMISSION MEETING  
September 24, 2018 7:00 pm

**TENTATIVE PLANNING COMMISSION AGENDA**

**October 8, 2018**

1. PUBLIC HEARINGS - NONE
2. UNFINISHED BUSINESS
  - A. Planned Unit Development #18014 (Haslett Road LLC), develop Copper Creek PUD consisting of 90 single family homes on 44 acres located on the north side of Haslett Road, east of Creekwood Lane.
3. OTHER BUSINESS
  - A. Update Mixed Use Planned Unit Development (MUPUD) ordinance
  - B. Future Land Use Map review
  - C. 2018 Planning Commission goals

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Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Board by contacting:  
Township Manager Frank L. Walsh, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4258 - Ten Day Notice is Required.  
Meeting Location: 5151 Marsh Road, Okemos, MI 48864 Township Hall

Providing a safe and welcoming, sustainable, prime community.



A PRIME COMMUNITY  
meridian.mi.us

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

**DRAFT**

**September 10, 2018**

**5151 Marsh Road, Okemos, MI 48864-1198**

**517-853-4560, Town Hall Room, 7:00 P.M.**

**PRESENT: Commissioners Premoe, Shrewsbury, Trezise, Cordill, Scott-Craig, Ianni, Lane,  
Stivers and Richards**

**ABSENT: None**

**STAFF: Principal Planner Peter Menser**

**1. Call meeting to order**

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

**2. Public Remarks- None**

**3. Approval of Agenda**

Commissioner Premoe moved to approve the agenda as written.

Supported by Commissioner Scott-Craig.

VOICE VOTE: Motion approved unanimously.

**4. Approval of Minutes**

August 27, 2018

Commissioner Scott-Craig noted a few minor corrections to the minutes as written.

Commissioner Shrewsbury moved to approve the minutes with minor corrections.

Supported by Commissioner Trezise.

VOICE VOTE: Motion approved unanimously.

**5. Communications**

- A. Donna Wicke RE: REZ #18110
- B. Petition RE: REZ #18110
- C. Don & Pat Buckley RE: REZ #18110
- D. Sheila & Daryl Saliganan RE: PUD #18014
- E. Michael W. Casby RE: PUD #18014
- F. John & Kristen Hood RE: PUD #18014
- G. Dawn Kettinger RE: PUD #18014
- H. Angela Buckley & Nathan Reimer RE: REZ #18110
- I. Michael W. Casby RE: PUD #18014
- J. Chris Coady & Rob Gifford RE: PUD #18014
- K. Michael W. Casby RE: PUD #18014
- L. Joyce R. Breedlove RE: PUD #18014
- M. Jan Olsen RE: PUD #18014
- N. Michael & Betty Casby RE: PUD #18014

- O. John & Kristen Hood RE: PUD #18014
- P. John Foren & Teri Banas RE: PUD #18014
- Q. Carol Trojanowski RE: PUD #18014

Principal Planner Menser noted an additional written communication from Michael Casby was received after the meeting packet was sent out, and it will be included in the next meeting packet.

**6. Public Hearings-** None

**7. Unfinished Business**

- A. Rezoning #18110 (Buckley), rezone approximately 0.18 acres located at 5998 Martinus Street and a vacant lot to the south recognized as Tax I.D. #10-205-005 from C-1 (Commercial) to RB (Single Family-High Density).

Principal Planner Menser stated there were no updates beyond what is in the staff report. He noted a motion to approve the resolution that was included in the staff report. The next step would be to present the rezoning to the Township Board at its next meeting in October.

Commissioner Scott-Craig moved to approve Rezoning #18110 (Buckley).  
Seconded by Commissioner Stivers.

ROLL CALL VOTE

YEAS: Commissioner Craig-Scott, Stivers, Richards, Lane, Premoe, Shrewsbury, Trezise, Cordill and Chair Ianni

NAYS: None

Motion approved unanimously.

- B. Special Use Permit #18071 (Meridian Township), construct pedestrian boardwalk in the floodplain over the Mud Lake Outlet Drain located along the east side of Okemos Road, south of Gaylord C. Smith Court, and north of the existing pathway along the east side of Okemos Road.

Commissioner Premoe moved to approve the Special Use Permit #18071 (Meridian Township) as written.

Seconded by Commissioner Cordill.

ROLL CALL VOTE

YEAS: Commissioner Premoe, Cordill, Shrewsbury, Trezise, Scott-Craig, Richards, Stivers, Lane and Chair Ianni

NAYS: None

Motion approved unanimously.

**8. Other Business-** None

**9. Township Board, Planning Commission Officer, Committee Chair, and staff comments or Reports**

Commissioner Premoe attended the Environment Commission Meeting and they have openings for members to fill positions and encouraged any interested parties to apply.

Commissioner Craig-Scott attended the Economic Development Corporation Meeting on September 6<sup>th</sup> and several topics were discussed including the Meridian Township road conditions, the update on the Redevelopment Ready Communities application, reviewing their 2018 goals, New Business openings and progress on the Farmers Market relocation. He also noted his attendance at the recent ribbon cutting ceremony for Peak Performance Physical Therapy.

Commissioner Craig-Scott mentioned the Township Board study session to take place on September 11<sup>th</sup> @ 6:00p.m. He encouraged members of the Planning Commission to attend and although it may not be televised, it is open to the public. The topics of discussion will include Downtown Development Authority changes and tax increment financing updates.

Commissioner Stivers attended the Downtown Development Authority meeting earlier in the day and noted the meeting was used to prepare for the Township Board study session to take place September 11<sup>th</sup>.

## **10. Project Updates**

- A. New Applications - None
- B. Site Plans Received
  - 1. Site Plan Review #18-08 (O'Reilly Auto Parts), construct new 7,402 square foot retail auto parts supply store at 2703 Grand River Avenue.
- C. Site Plans Approved - None

## **11. Public Remarks- None**

## **12. Adjournment**

Commissioner Cordill moved to adjourn the meeting.

Supported by Commissioner Shrewsbury.

VOICE VOTE: Motion carried unanimously.

Chair Ianni adjourned the regular meeting at 7:11 p.m.

Respectfully Submitted,

Debbie Budzynski  
Recording Secretary

**Peter Menser**

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**From:** M.W.Casby <casby@msu.edu>  
**Sent:** Saturday, September 08, 2018 4:49 PM  
**To:** Peter Menser  
**Subject:** Mayberry Copper Creek

It has been long determined by the Township that the Creekwood Lane/Haslett Road intersection is neither safe nor suitable as an access for any additional traffic flow, because of its below minimum sightline distance. Making the Wood Knoll connection moot. When using the Creekwood/Haslett intersection, one has little reaction time to respond to traffic flow because of the very limited sight lines.

MWC  
sntbmysmrtphn



## Planning Commission 2018 Goals

At its meeting on January 8, 2018 the Planning Commission adopted the following goals for 2018:

1. Implementation of 2017 Master Plan
  - a. Consider development of form-based code ordinance for Potential Intensity Change Areas (PICAs) and Grand River Avenue corridor
  - b. Develop regulations for Accessory Dwelling Units as identified in the R-3 Future Land Use Map category
  - c. Address the revisions to the Zoning Ordinance and Zoning Map identified in the Action Plan on Page 15 of the Master Plan
2. Update the Mixed Use Planned Unit Development ordinance
3. Consider policy options related to “tiny” housing
4. Identify training opportunities for new and current Planning Commission members
5. Engage subject matter experts for presentations to the Planning Commission on policy-related topics of interest.

The above goals will not preclude the Planning Commission from working on other projects; they simply provide a guide for activities for the year.



## Recommendations for Revisions to the Zoning Ordinance and Map

In order to meet the goals of this plan, the following revisions to the Zoning Ordinance and Map are recommended:

- A new Zoning District that incorporates form-based regulations should be created for the Mixed Use Core areas.
- The Commercial Districts, C-1, C-2, and C-3, should be simplified and consolidated.
- The nine One-Family Residential Districts should be simplified and consolidated.
- The four Multiple-Family Residential Districts should be simplified and consolidated.
- Regulatory standards for inclusionary zoning of affordable housing and accessory dwelling units in the One-Family and Multiple-Family Residential Districts should be pursued per the recommendations of the Future Land Use Plan.
- Regulatory standards for the preservation of land outside the Urban Service Boundary should be established.
- The three PUD districts should be simplified and consolidated.

study area

## SHAPING THE AVENUE

UNIQUE PLACES AND COMMUNITY SPACES



- Meridian Township
- City of East Lansing
- Lansing Township
- City of Lansing



**To:** Planning Commission  
**From:** Peter Menser, Principal Planner  
**Date:** September 20, 2018  
**Re:** Mixed Use Planned Unit Development (MUPUD) ordinance review

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Updating the mixed use planned unit development (MUPUD) ordinance was listed as a Planning Commission goal for 2018. Over the next few meetings the MUPUD ordinance will be evaluated to determine if there are any changes necessary. Given the length and complexity of the MUPUD ordinance the Planning Commission should consider establishing a structured process to evaluate the current language, identify alternatives, and develop new provisions. One option would be to create a subcommittee that could meet and report back with findings and recommendations.

While the entire ordinance will be reviewed, the Planning Commission may consider focusing in detail on the following components of the MUPUD ordinance:

- Concept plan review
- Amenities
- Design standards
- Procedures/length of process
- Application requirements
- Waivers
- Density
- Commercial component of project

In addition to its review of the MUPUD ordinance language, the Planning Commission may consider visiting the MUPUD projects that have been completed to date and consider if the ordinance has produced developments that meet the intent of the ordinance and expectations of the community. The following is a list of the MUPUD projects in the Township:

- Red Cedar Flats (Grand River Avenue at Northwind Drive)
- Hamptons (SE corner Mt. Hope Road/Hagadorn Road)
- Hannah Lodges/Lofts (Hagadorn Road)
- Elevation (Jolly Oak Road)
- Times Square Apartments/Aldi (Marsh Road at Times Square Drive)
- Waterbury (NE corner Mt. Hope Road/Hagadorn Road)
- Russell project (Moore Street)

#### **Attachment**

1. MUPUD ordinance (Section 86-440 of the Code of Ordinances)

G:\Community Planning & Development\Planning\POLICY RESEARCH\MUPUD\2018\MUPUD review.pc1.docx

## Chapter 86. Zoning

### ARTICLE IV. District Regulations

#### DIVISION 4. Other Districts

#### § 86-440. Mixed use planned unit development (MUPUD).

[Ord. No. 2004-08, 10-31-2004; Ord. No. 2005-11, 11-27-2005; Ord. No. 2006-08, 12-31-2006; Ord. No. 2007-12, 10-28-2007; Ord. No. 2008-04, 4-13-2008; Ord. No. 2010-02, 2-28-2010; Ord. No. 2011-08, 7-5-2011]

- (a) Purpose and intent. The purpose of the mixed use planned unit development (mixed use PUD) section is to create more walkable pedestrian oriented developments by promoting and accommodating developments in rational mixed patterns that respect Meridian Township's transitional land use concept to protect, enhance and preserve natural resources. The second purpose is to encourage rehabilitation of existing structures to include those originally built or partially built before zoning ordinances were adopted, and in such a manner that will maintain traditional urban design to preserve and enhance community resources. The intent of this section is two-fold.
- (1) Meet Township goals through well planned, integrated, high quality mixed use in redevelopment projects:
    - a. Enhance health and safety goals by requirements for walkability, pedestrian orientation and high quality, durable, building materials.
    - b. Increase Township prosperity goals and citizen welfare by appreciated property values which will support necessary public services.
    - c. Actualize our cultural heritage through citizen pride in creative, new places to walk to, shop at and work in that retain a flavor of Meridian Township's rich history.
    - d. Enhance diversity goals with new types of residential uses in close-knit community design.
    - e. Improve our natural environment goal by mixed use redevelopment with incentives for more intensely landscaped buffers and open spaces designed to complement Township parks and green space plans.
  - (2) Improve the potential for financially attractive and high quality mixed use projects in the Township while meeting Township goals of a safe, healthy and sustainable community.
    - a. Enhance incentives for investment by the ability to mix residential with commercial and office uses within the same development.
    - b. Allow flexibility in setback and parking requirements.
    - c. Encourage redevelopment by allowing increases in density in exchange for providing specified community amenities.

- d. Achieve attractive and commercially successful core areas through cooperative development projects with one or more land owners.
  - e. Encourage mitigation to lessen potential hazards associated with the location of a mixed use PUD such as when adjacent to a railroad.
- (b) Definitions.

**AMENITY**

Aesthetic, practical or other characteristics of a development that increase its desirability to a community or its marketability to the public. Amenities may differ from development to development.

**AWNING**

A roof-like cover, often fabric, metal, or glass designed and intended for protection from weather or as a decorative embellishment, and which projects from a wall or roof of a structure over a window, walk, door, or the like.

**BALCONY**

A platform that projects from the wall of a building and is surrounded by a railing or balustrade, for the private use of tenants.

**CLOSE-KNIT COMMUNITY**

A style of land development advocating smaller, narrower lots, shallower yards and setbacks, smaller and more intensely used spaces, etc. that is less land consumptive than traditional suburban development.

**HORTICULTURAL MAINTENANCE PLAN**

A written statement documenting the methods to be used to maintain landscaping materials in a healthy condition, free of refuse and debris.

**IMPROVEMENT**

Alterations to any structure that do not change the intensity of its use, do not increase the gross floor area, height, or bulk of the structure by more than 10%, and/or do not block or impede public access.

**MONUMENT SIGN**

A freestanding sign, in which the entire bottom (base) is in contact with the ground and is independent of any other structure.

**ORNAMENTAL**

Something that is either decorative or something that provides aesthetic quality to an object required for other purpose.

**PEDESTRIAN ORIENTED DEVELOPMENT**

Development designed with an emphasis primarily on the street sidewalk and on pedestrian access to the site and building, rather than on auto access and parking areas with design bearing a definite relationship to the human dimension. The building is generally placed close to the street and the main entrance is oriented to the street sidewalk. There are generally windows or display cases along building facades which face the street. A pedestrian oriented neighborhood offers variety in housing clustered around well-defined neighborhood centers which support jobs, commercial activity, and a range of amenities to sustain lively streets and gathering places. It offers a gradient density from open space to high-intensity commercial cores. The layout of pathways, streets and transportation corridors minimizes conflict between walking, biking, and driving.

**REDEVELOPMENT**

The process by which an existing developed area is rehabilitated, restored, renovated, expanded and/or adaptively reused. Redevelopment may also mean a site that contains an existing building(s) to be removed with the approval of the mixed use PUD.

**SIGN PROGRAM**

A plan of all signs proposed to be installed in a mixed use PUD project submitted for approval to create a coordinated project theme of uniform design elements such as color, lettering style, size, and placement consistent with the context of the project and its surroundings and the purpose and intent of this section.

**SUBSTANTIAL IMPROVEMENT**

Alterations to any structure that does change the intensity of its use, does increase the gross floor area, height, or bulk of the structure by more than 10%, and/or does block or impede public access.

**WAIVER**

Permission to depart from the requirements or standards of the underlying zoning district.

## (c) Permitted locations and uses.

## (1) Locations.

- a. Mixed use PUD shall be permitted in the C-2, C-3, CS, and CR zoning districts, where public water and sewer are available.
- b. Mixed use PUD shall be permitted in the PO and C-1 districts where public water and sewer are available, provided that when adjacent to land zoned and developed in a single-family residential district, the height of buildings in the mixed use PUD shall be no taller than the abutting residential district would allow.

## (2) Uses.

- a. All uses permitted by right and by special use permit in the underlying zoning district or districts where a project includes more than one zoning district, provided that the purpose and intent of this section is incorporated within the total development plan.
- b. Limited commercial uses in an underlying PO zoning district.
  1. In addition to the uses permitted in the underlying PO zoning district, only the following neighborhood-oriented commercial uses are allowed:
    - i. Personal service establishments which perform services on the premises such as, but not limited to, barber or beauty shops, repair shops (jewelry, electronic, shoe, small appliances, etc.), pharmacies, tailor shops, laundries and dry cleaners, with the exception of dry cleaning plants.
    - ii. Restaurants and cafes which serve food or beverages. This use shall not include bars and taverns.
    - iii. Grocery stores.
    - iv. Financial institutions.
    - v. Retail merchandise establishments.
    - vi. Outdoor seating areas for cafes and restaurants.
  2. Commercial development shall not be located in any PO zoned mixed use PUD without approval by the Township Board of the location and general amount of commercial uses shown in the form of a site plan at the time of approval of the mixed use PUD. The request will be evaluated for consistency with the intent of the mixed use PUD ordinance and whether it is harmonious with adjacent sites. The Township Board may approve, approve with conditions, or deny a request in regards to the location and amount of any allowed commercial development in a PO zoned mixed use PUD.

3. If the Township Board approves the location and/or amount of commercial uses in a PO zoned mixed use PUD, it may place conditions on the development in order to guarantee consistency with the purpose and intent of the mixed use PUD ordinance, which includes, but is not limited to, providing walkable, pedestrian-friendly communities and ensuring compatibility with surrounding residential neighborhoods on adjacent sites. Conditions may include, but are not limited to, the following subjects:
    - i. Hours of operation.
    - ii. Total square footage allotted for the commercial uses.
    - iii. Location, design, and orientation of specific commercial uses which may locate within the development and their placement in relationship to neighboring uses.
    - iv. Proportion of the development which may be occupied by individual commercial uses or by all commercial uses.
    - v. Maximum noise levels emitted.
    - vi. Lighting levels, direction, and timing.
    - vii. Sufficiency of parking.
    - viii. Enhancement of walkability within the development and connectivity to surrounding uses.
    - ix. Landscaping and screening.
  - c. Single- and multiple-family residential uses up to a density of 14 dwelling units per acre when developed in conjunction with the redevelopment of an existing building(s) for a use permitted by right or by special use permit in the underlying zoning district and on the same parcel of land. The maximum density may be increased to no more than 18 dwelling units per acre by offering four or more additional unique and extraordinary amenities acceptable to the Township.
  - d. Single- and multiple-family uses up to a density of 10 dwelling units per acre when developed in conjunction with the development of an undeveloped site for a use permitted by right or by special use permit in the underlying district and on the same parcel of land.
  - e. Uses may be mixed vertically and/or horizontally.
- (d) Phasing. Mixed use planned unit developments may be phased provided each phase incorporates a use permitted in the underlying zoning district. Phasing plans shall be evaluated for the proportionality of permitted use(s) to residential use(s). Phasing plans shall be submitted with the original mixed use PUD.
- (e) Amenities.
- (1) Requirements and guidelines.
    - a. Every mixed use PUD shall incorporate one or more amenities.
    - b. Every request for a density bonus shall incorporate one or more amenities in addition to those required by subsection (e)(1)a.
    - c. Waivers from zoning ordinance standards may be granted by the Township Board in exchange for amenities.
    - d. Amenities shall not be combined or counted more than once or counted toward any other requirement of the ordinance.

- e. When multiple amenities are proposed, multiple criteria categories should be represented.
  - f. Amenities shall be visible and/or accessible to the public from a fully improved street, and/or a benefit to the general public.
- (2) Criteria. Amenities acceptable for consideration by the Township shall meet one or more of the following criteria:
- a. Type, value and number of amenities shall be proportionate to the size and/or cost of the project.
  - b. Variety of amenity categories represented.
  - c. Support of goals expressed in this section, the Township Board policy manual, the master plan or other applicable adopted plans.
  - d. Consistency and compatibility with the intended use of the site.
  - e. Continuity of design elements.
  - f. Appropriate and harmonious with the surrounding area.
  - g. Potential to act as a catalyst for improvements to surrounding sites.
- (3) Categories listing examples of possible amenities.
- a. Conservation:
    - 1. Any alternative energy system.
    - 2. Grey water recycling.
    - 3. Green roofs.
    - 4. Electric car charging stations.
    - 5. Activities or technologies listed for Leadership in Energy and Environmental Design (LEED) certification by the U.S. Green Building Council or certification criteria of organizations with similar goals; for example, American Society of Landscape Architects' (ASLA) Sustainable Sites Initiative (SITES) or Society of Environmentally Responsible Facilities (SERF).
  - b. Environment:
    - 1. Significantly increased pervious surfaces.
    - 2. Rehabilitation of degraded sites.
    - 3. Green space exceeding the underlying permeable surface regulation.
    - 4. Rehabilitation of green space designated as links on the greenspace plan.
    - 5. Street trees installed at a 20% higher density or one inch caliper larger than required by the Code of Ordinances.
  - c. Accessibility:
    - 1. Transit stops. The addition or relocation of one or more transit stops when supported by a local transit provider.
    - 2. Foot and bicycle pathways and sidewalks that connect with the Township's pedestrian/bicycle pathway system and routes identified in the Township's green space plan via a public right-of-

way or public access easement.

3. Covered bicycle storage on site.
  - d. Parks, recreation and culture for active and passive activities:
    1. Public recreation resources.
    2. Public cultural venues.
    3. Public art at 1% of the project cost designed to withstand natural elements and reasonable public contact for at least 10 years.
  - e. Social interaction:
    1. Outdoor gathering spaces or outdoor eating spaces of 300 square feet or more.
    2. Public outdoor seating plazas adjacent to or visible and accessible from the street including, but not limited to, benches or other outdoor seating not associated with an outdoor cafe.
    3. Privately maintained courtyards, plazas, pocket parks, and rooftop gardens and similar features with seating for the public.
  - f. Site and building design:
    1. Underground utilities.
    2. Combination of first floor awnings and upper floor balconies adjacent to a public street.
    3. Porches on any structure.
    4. Multilevel or underground parking.
    5. Ornamental paving treatments for sidewalks and/or parking areas such as, but not limited to, concrete masonry unit pavers, brick, stone or pervious concrete or asphalt.
    6. Innovative lighting.
    7. Sidewalk planters located in the vicinity of sidewalks and/or outdoor seating areas.
    8. Public access to new technology including wireless access points, electronic information displays, excluding unsolicited electronic broadcast information.
    9. Consolidation of multiple land parcels into one to facilitate an integrated design.
    10. Fountain.
- (f) Design standards.
- (1) General restrictions.
    - a. Except as noted elsewhere in this section, the yard, setback, lot size, type and size of dwelling unit, frontage requirements, and impervious surface regulations and restrictions are generally waived for the mixed use PUD, provided that the spirit and intent of this section, as defined in Subsection **86-440(a)** above, are incorporated with the total development plan. The Planning Commission may recommend and the Township Board shall establish all requirements by means of the approval of the planned unit development.
    - b. Maximum height in a mixed use PUD shall be no higher than 45 feet. Exceptions provided in § **86-591** shall apply.

- c. Except as stated above, all requirements regarding floodways, floodplains and wetlands in the conservancy district shall apply to the mixed use PUD.
  - d. Metal and portable buildings shall be prohibited.
  - e. Residential uses shall be located as far as possible from railroad tracks.
- (2) Structure.
- a. Building materials generally. Materials should include, but are not limited to, wood, brick, clapboards, beadboard, glass, and stone. Other materials, such as vinyl, aluminum, and other metal sidings should be avoided. All buildings shall be completed on all sides with acceptable finishing materials. Any element not specifically mentioned in this section shall otherwise conform to other provisions of the Code of Ordinances.
  - b. Architectural design. Diversity and variety in architecture is encouraged.
    - 1. Architectural design shall be consistent with pedestrian-oriented development.
    - 2. Property owners shall be encouraged to design and construct their building facades so that these improvements relate to and are sensitive to nearby historical features, blend with the facades of adjacent buildings and complement streetscape improvements in the area. Buildings greater than 50 feet in width shall be divided into increments of no more than 50 feet through articulation of the facade.
    - 3. Windows shall cover no less than 50% of nonresidential street level facades.
    - 4. All mechanical, heating, ventilation, and air conditioning (HVAC) and like systems shall be screened from street level view on all sides by an opaque structure or landscape material selected to complement the building.
    - 5. Railings, benches, trash receptacles and/or bicycle racks, if provided, shall be of commercial quality, and complement the building design and style, subject to the approval of the Director of Community Planning and Development.
- (3) Parking.
- a. Setbacks for parking areas from the public street, adjoining properties, and when adjacent to residentially zoned properties shall be established during the review process. Consideration should be given to preservation of existing residential neighborhoods and heritage trees.
  - b. The number of required off-street parking spaces shall comply with § 86-755 of the Code of Ordinances, which outlines the schedule of requirements for parking spaces. The Township Board may reduce the number of off-street parking spaces required for a development. The Township Board shall establish a reasonable number of required off-street parking spaces based on the characteristics associated with the property and availability of other sources of parking or the provision of amenities in lieu of parking.
  - c. Parking lots are encouraged to be on the side or in the rear of a building.
  - d. Bicycle parking shall be separated from automobile parking in visible locations.
- (4) Landscaping shall generally comply with the provisions of the Code of Ordinances. Landscaping should be designed to preserve existing significant natural features and to buffer service areas, parking, or dumpsters; a mix of evergreen and deciduous plants and trees are preferred with seasonal accent plantings to add to the visual appeal of the area. Native plant species are encouraged and a horticultural maintenance plan shall be required. Landscaping shall also comply with other applicable provisions of this section. Maintenance of landscaped areas shall be subject to Subsection 86-758(3) of the Code of

Ordinances. Additional landscaping may be required in order to preserve and/or protect adjacent properties.

- (5) Lighting. All outdoor lighting associated with nonresidential and multiple family residential projects in a mixed use overlay area shall conform to Article VII in Chapter 38 of the Code of Ordinances and is subject to the approval of the Director of Community Planning and Development. Street lighting intended to provide illumination for pedestrians on the sidewalk shall not exceed 15 feet in height.
- (6) Signs. Each applicant shall submit a sign program illustrating each proposed sign type, its size and location as part of the project's application materials. The size, number and location of signs shall be submitted at the same time as the mixed use PUD project. The Director of Community Planning and Development may be authorized to approve the entire sign program, or any part of the sign program, as part of the site plan review process.
  - a. General guidelines.
    1. Signs designed to enhance the pedestrian experience, reflect and complement the character of the building, and respect the overall character of the area in an attractive and functional manner are preferred.
    2. Signs shall not cover or obscure architectural features of buildings but should be located in logical signable areas which relate to the pattern of the facade.
    3. Signs shall be properly maintained.
    4. Signs or sign faces shall not be changed or installed without a new building permit and in accordance with an approved sign program.
  - b. The following sign types are permitted in the mixed use PUD district. Except as indicated below, the number and size of signs shall be approved as part of the project's application for the mixed use PUD approval.
    1. Wall signs, defined as a sign mounted flat against, or painted on the wall of a building (not a window sign) with the exposed face of the sign in the plane parallel to the face of the wall.
      - i. Only one primary wall sign for each business with direct access to a public street shall be permitted.
      - ii. Identification signs are a type of wall sign that fit within an imaginary two square foot rectangle. One identification sign shall be permitted for the business name and/or logo and shall be located on the wall surface adjacent to a tenant's main entry. Restaurants may add an additional two square feet to the rectangle for a menu.
      - iii. Tenant directory signs are a type of wall sign used to identify businesses without direct frontage on a public street. The sign shall be located adjacent to the main entrance to the nonfrontage suites and shall not exceed six feet in height.
    2. Canopy or awning signs, defined as a sign incorporated into a canopy or awning. The sign and/or logo on a canopy or awning shall not exceed 30% of the canopy nor shall it be internally lit.
    3. Projecting signs, defined as a sign attached to and projecting perpendicularly from a building wall, excluding canopy or awning signs. One projecting sign per business with direct access to a public street shall be permitted. Projecting signs shall fit within an imaginary six square foot rectangle except projecting signs located under a canopy or first floor eaves or overhang shall fit within an imaginary rectangle with a maximum area of four square feet. The lowest edge of a projecting sign shall be no lower than eight feet above the sidewalk elevation.

4. Window signs, defined as a sign affixed to the interior or exterior of a window or placed behind a window pane so as to attract attention of persons outside the building. Window signs shall not exceed 40% of the window area, except opaque signs shall be limited to 10% of the window area. Etched glass and similar artistic designs shall not be considered opaque.
  5. Freestanding signs, defined as any sign supported wholly or in part by some structure other than the building housing the business to which the sign pertains, are generally not permitted in the mixed use PUD district. Exceptions for freestanding signs of the monument type may be permitted when a building is set back a minimum of 15 feet from the right-of-way line with the resulting yard set aside for permanent public open space. In such case, the size, location and design of the sign shall be reviewed and approved as part of the overall sign program.
- (7) Sidewalks. Sidewalks shall be a minimum of five feet in width, except in two specific scenarios:
- a. When the sidewalk(s) is immediately adjacent to an outdoor seating cafe, the sidewalk shall be a minimum of seven feet in width to provide additional maneuverability, and
  - b. When the sidewalk(s) is immediately adjacent to an off-street parking area, where vehicles may overhang on the sidewalk, the sidewalk shall be a minimum of seven feet in width to provide additional maneuverability.
- (8) Pedestrian/bicycle pathways. Where a site submitted for mixed use PUD approval is located on a route of the Township's pedestrian/bicycle pathway master plan, construction or reconstruction of the route shall conform to Township standards for pedestrian/bicycle pathways.
- (9) Noise levels. No noise exceeding 70 dB(A) shall be emitted, as measured from a property line.
- (g) Procedure.
- (1) Each applicant shall confer with the Department of Community Planning and Development regarding the preparation of the mixed use PUD application. The general proposal in the form of a conceptualized site plan shall be reviewed by the Director of Community Planning and Development in a preapplication conference prior to submission of the mixed use PUD application. The Director of Community Planning and Development shall furnish the applicant with requirements to the components of the mixed use PUD application. It is not required that any person requesting a preapplication conference be an owner of or holder of an equitable interest in the subject property.
  - (2) An applicant is urged to meet with owners and occupants of surrounding properties to apprise them of a proposed development, share the physical design, receive comments, and revise the proposal accordingly prior to submitting an official application. The Township will assist by providing property owner and occupant contact information.
  - (3) Concept plan (optional). A property owner, prospective applicant or their representative may submit a concept plan for review and comment by the Planning Commission and Township Board.
    - a. Purpose.
      1. To acquaint the Planning Commission and Township Board with the proposed project.
      2. To provide guidance regarding the proposed design's compatibility with the purpose, intent and standards of the mixed use PUD ordinance.
      3. To reduce the applicant's time and cost.
    - b. Submittal requirements.
      1. A written request to initiate a concept plan review submitted to the Director of Community Planning and Development.

2. A written summary of the project (amount and type of uses, basis for the design concept).
  3. A concept plan drawn to scale containing the following information:
    - i. Boundaries and acreage of the site.
    - ii. Zoning.
    - iii. Adjacent road network.
    - iv. General layout of buildings, interior access roads and unique design elements.
    - v. General location of known features affecting the site layout such as, but not limited to, floodplain, wetlands, woodlands, railroads, drains, rivers or rivers and streams, parkland, etc.
  - c. Review procedure.
    1. Upon receipt of a written request and other required data and information, the Director of Community Planning and Development shall review the concept plan.
    2. Within 30 days of the date of receiving a complete request the director shall forward to the Planning Commission and Township Board the concept plan and accompanying data along with any written comments from the director. The Planning Commission and Township Board shall concurrently review the concept plan and may offer comments or suggestions on the design. Comments or suggestions made during the review of the concept plan shall not be binding on the Township or the applicant.
- (4) Required data and information for a mixed use PUD.
- a. A complete application accompanied by the appropriate fee.
  - b. A map drawn to an engineer's scale of the total property involved, showing its location in the Township and its relation to adjacent property.
  - c. A site analysis indicating principal factors which influenced the design, including building elevations and/or architectural documents and plans.
  - d. A schematic layout of the proposed storm sewer system.
  - e. A document generally describing the proposed phasing program for the mixed use PUD of all dwelling units, nondwelling units, recreation and other facilities, and open space improvements.
  - f. A reproducible two-foot contour topographic map (i.e., sepia, mylar, etc.) drawn at the same scale as the site plan and showing the existing relief features on the site.
  - g. A sign program.
  - h. Natural features study for previously undeveloped properties.
  - i. Traffic study where the project will exceed 100 vehicle trips during the peak hour of the adjacent roadway.
  - j. Building elevations drawn to scale (in color).
  - k. The developer shall provide the Township with copies of comments from other reviewing agencies, such as:
    1. The Ingham County Road Commission.

2. The Ingham County Drain Commissioner.
  3. Michigan Department of Transportation (if applicable).
  4. Michigan Department of Environmental Quality (if applicable).
  5. Township Environmental Commission (if applicable).
  6. Township Engineering Department.
  7. Township Fire Department.
  8. The appropriate School Board (if applicable).
- l. The developer shall provide proof of property ownership, or a letter from the owner authorizing the request and proof of property ownership from the author of the letter.
- (5) Hearing. Upon submittal of a complete application, the Planning Commission shall hold a public hearing.
- a. Notice of public hearing. Notices shall comply with the provisions outlined in Subsection **86-65(b)** of the Code of Ordinances.
- (6) Planning Commission decision. Following the public hearing, the Planning Commission will make a decision on whether to recommend approval of the request, recommend approval with conditions of the request, or recommend denial of the request, to the Township Board. The Planning Commission shall recommend approval, modification, or denial, to the Township Board, within 60 days of the date the planned unit development was placed on the commission's agenda and shall within said 60 days, report its action to the Township Board. The sixty-day period may be extended if the applicant consents.
- (7) Township Board decision. After receiving a recommendation from the Planning Commission, the Township Board shall conduct a public hearing which shall be preceded by notice as specified in the preceding subsection (e)(3). Following the public hearing, the Township Board shall make a determination to approve, modify, or deny the request. The Township Board shall approve, modify or deny the planned unit development within 30 days of the date the planned unit development was placed on the board's agenda. The thirty-day period may be extended if the applicant consents.
- (8) Site plan review. Upon approval by the Township Board of the mixed use PUD, the developer shall submit a complete application to the Department of Community Planning and Development for site plan review, as outlined in the Code of Ordinances. The site plan review process shall be subject to the standards outlined in Chapter **86** of the Code of Ordinances.
- (9) Any condition imposed upon a mixed use PUD shall be part of the record and remain unchanged, unaltered, and not expanded upon, except with the mutual consent of the Township and the landowner. The Township shall maintain a record of conditions which are changed.
- (h) Effect of issuance.
- (1) Effective date. The effective date of an approved mixed use PUD shall be the date of the Township Board decision.
  - (2) When a mixed use PUD becomes void. If construction related to the mixed use PUD has not commenced within four years after the effective date, approval shall be void, except one two-year extension may be considered if a written request is submitted to the Department of Community Planning and Development prior to the expiration date.
  - (3) Extension of a phased mixed use PUD. Once the first phase of a multiphased mixed use PUD is under construction, the Township Board may grant a two-year extension for future phases if a written request is submitted to the Department of Community Planning and Development prior to the current

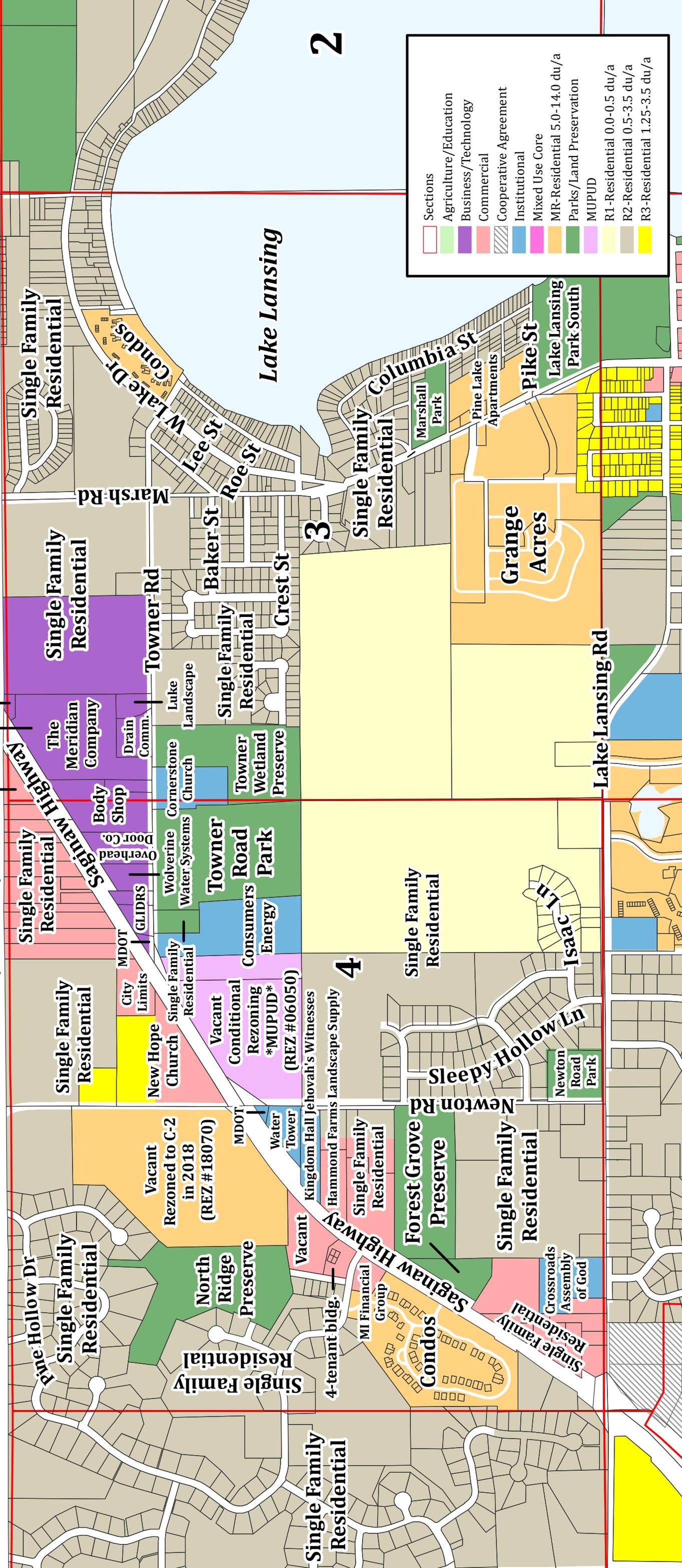
expiration date. Provided construction progresses on subsequent phases, the Township Board may grant additional two-year extensions if a written request is submitted to the Department of Community Planning and Development prior to the most recent expiration date.

- (i) Amendments.
- (1) Generally. The property owner may apply for an amendment in writing to the Director of Community Planning and Development. The director shall make a determination as to whether a proposed amendment constitutes a major or minor amendment to the original planned unit development.
  - (2) Major amendments. A major amendment shall have a significant impact on the mixed use PUD and the conditions of its approval, which shall include, but not be limited to:
    - a. Building additions located outside a building envelope as shown on the approved mixed use PUD site plan.
    - b. Building additions that reduce any setback shown on the approved mixed use PUD site plan.
    - c. Building additions in excess of 2,000 square feet for buildings under 20,000 square feet in gross floor area or 10% of an existing building over 20,000 square feet in gross floor area.
    - d. Expansion of a use that results in an additional 100 or more vehicle trip ends during the peak hours.
    - e. Addition of land to the mixed use PUD equal to or more than 20,000 square feet for existing sites less than 40,000 square feet in area or two times the original site size for sites over 40,000 square feet.
    - f. Expansion of a use that anticipates a 10% or greater increase in required off-street parking.
    - g. Any addition to a legal nonconforming site.
  - (3) Minor amendments. All amendments not deemed to be major amendments by the Director of Community Planning and Development shall be considered a minor amendment.
  - (4) Process to amend a mixed use PUD.
    - a. Major amendments shall follow the same procedure set forth in this section for new applications, including, but not limited to, submitting an application and fee.
    - b. Minor amendments. The Director of Community Planning and Development shall initiate the following review process:
      1. Application. An application for an amendment to a mixed use PUD shall be submitted to the Director of Community Planning and Development.
      2. Fee. A fee shall be paid at the time of filing the application in the amount established in the schedule of fees adopted by the Township Board.
      3. Hearing. Upon submittal of a complete application, the Director of Community Planning and Development shall hold a public hearing.
        - i. Notice of the public hearing. Notices shall comply with the provisions outlined in Subsection **86-65(b)** of the Code of Ordinances.
        - ii. Director of Community Planning and Development decision. Following the public hearing and after adequate review and study of the application, the Director of Community Planning and Development shall make a decision to approve, approve with conditions or

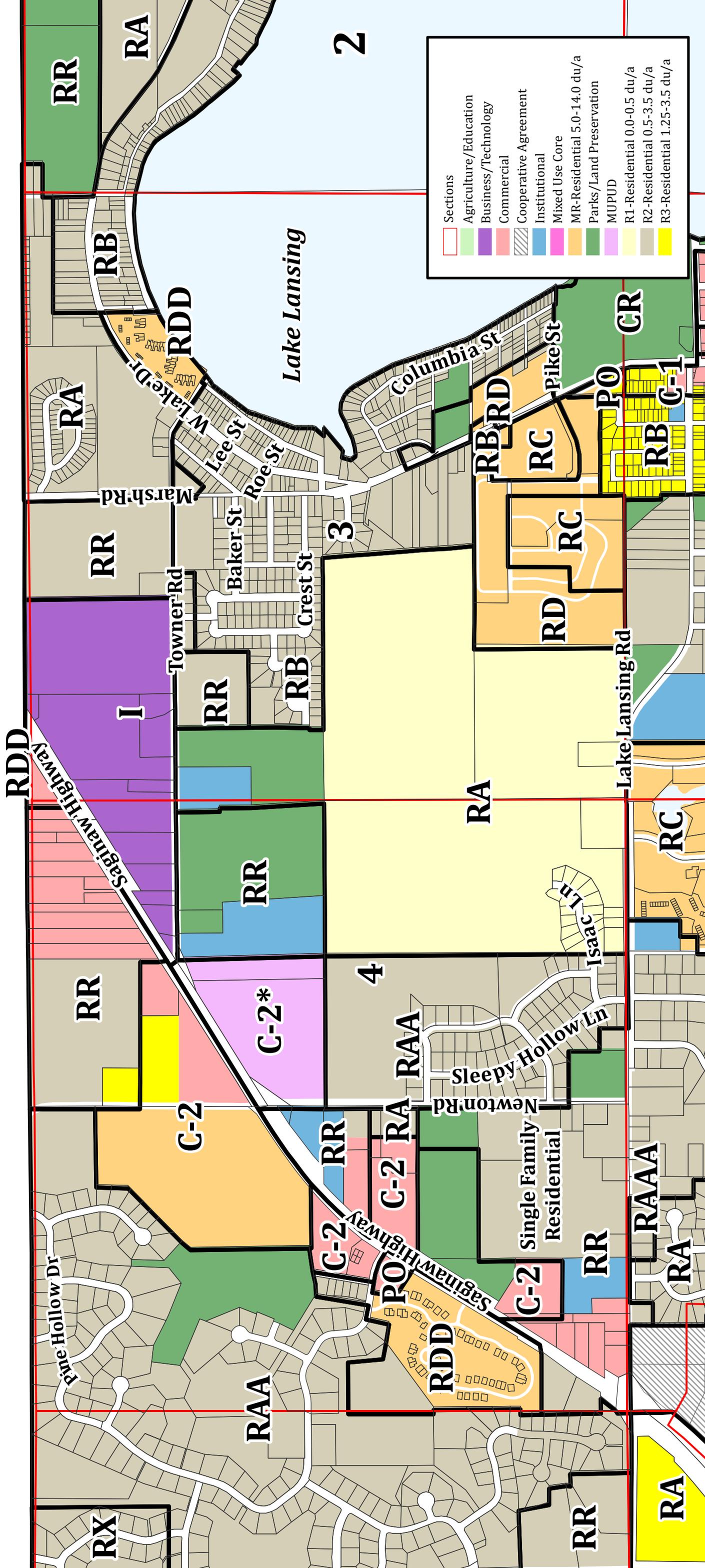
deny the minor amendment request within 60 days of the public hearing date. The sixty-day period may be extended if the applicant consents.

4. Site plan review. Upon approval of a minor amendment by the Director of Community Planning and Development, the applicant shall submit a complete site plan review application to the Department of Community Planning and Development, as outlined in Chapter **86** of the Code of Ordinances.
  5. Any condition imposed upon a minor amendment to a mixed use PUD by the Director of Community Planning and Development shall remain unchanged, unaltered, and not expanded upon, unless the change is reviewed and authorized by the Director of Community Planning and Development.
- c. Appeal. An aggrieved person may appeal the decision of the Director of Community Planning and Development to the Township Board in accordance with **§ 86-188**.
- (j) Enforcement. The provisions of this article shall be enforced in the manner provided elsewhere in this Code of Ordinances. Any development that is not otherwise in conformance with these regulations shall not be approved.

Proposed for rezoning to C-2 (REZ #18090) All Grand Events  
 Proposed for rezoning to C-2 (REZ #18100)  
 Single Family home - Zoned RDD (Multiple Family) (REZ #16070)



Sections	Color
Agriculture/Education	Light Green
Business/Technology	Purple
Commercial	Red
Cooperative Agreement	White with diagonal lines
Institutional	Blue
Mixed Use Core	Pink
MR-Residential 5.0-14.0 du/a	Orange
Parks/Land Preservation	Dark Green
MUPUD	Light Purple
R1-Residential 0.0-0.5 du/a	Yellow
R2-Residential 0.5-3.5 du/a	Light Brown
R3-Residential 1.25-3.5 du/a	Yellow-Green



Sections	
[Green Box]	Agriculture/Education
[Purple Box]	Business/Technology
[Pink Box]	Commercial
[Hatched Box]	Cooperative Agreement
[Blue Box]	Institutional
[Magenta Box]	Mixed Use Core
[Orange Box]	MR-Residential 5.0-14.0 du/a
[Green Box]	Parks/Land Preservation
[Light Purple Box]	MUPUD
[Light Yellow Box]	R1-Residential 0.0-0.5 du/a
[Light Brown Box]	R2-Residential 0.5-3.5 du/a
[Yellow Box]	R3-Residential 1.25-3.5 du/a

RR

RAA

RDD

C-2

RR

RAAAA

RA

Pine Hollow Dr

C-2

RR

C-2

RA

RAA

Single Family Residential

RR

RAAAA

RA

Newton Rd

Sleepy Hollow Ln

Isaac Ln

RA

Lake Lansing Rd

RD

RC

RB

RC

PO

RB

C-1

CR

3

4

2

Lake Lansing

Columbia St

Roe St

Baker St

Towner Rd

Marsh Rd

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